HERITAGE SOUTHWEST INTERMEDIATE S/D
61682 Dailey Road
Cassopolis, Michigan 49031
269-445-6204
MINUTES OF THE BOARD OF EDUCATION
June 25, 2025

Call to Order

Mr. Dyes called the regular meeting of the Heritage Southwest Intermediate School District Board of Education to order at 10:00 a.m. in Conference Room #1 of the Administrative Services Center on Wednesday, June 25, 2025.

Roll Call

Members present: Ms. Dodd, Mr. Ross, Mr. Dyes, Mr. Garber, Ms. Cripe
Members absent: None
Administrators present: Mr. Hubbard, Ms. Butchbaker, Mr. Jasper, Mr. Townsley

Declaration of a Quorum

Mr. Dyes declared a quorum of the Board.

Pledge to the Flag

Pledge to the Flag was recited.

Approval of Agenda

Moved by Ms. Dodd, supported by Mr. Ross, to approve the agenda as presented. All in favor. Motion carried.

Communi-cations to the Board

None

Communi-cation from the Audience

None

Presentations

Special Education Update
Superintendent went over the handout on department updates for June 2025.
Instructional Services Update
Staff members, Josh Townsley and Candy Cooper discussed the four annual Student Events that we sponsor for our local school districts held at SMC in the Spring.

Approval of Minutes

Moved by Mr. Ross, supported by Mr. Garber, to approve the minutes of May 21, 2025 as presented. All in favor. Motion carried.

2024-25 Final Budget Amendments

Moved by Ms. Cripe, supported by Ms. Dodd, that the Board of Education adopt the 2024-25 Final Budget Amendments as presented and that the special details of these Budget Amendments be kept on file in the superintendent's office.
Roll Call Vote: Ayes: Ms. Cripe, Mr. Garber, Mr. Dyes, Mr. Ross, Ms. Dodd
Nays: None
All in favor. Motion carried.

2025-26 Budgets

Moved by Mr. Ross, supported by Ms. Dodd, that the Board of Education adopt the 2025-26 Budgets as presented and that the special details of these Budgets be kept on file in the superintendent's office. Adoption of the General Fund budget will include an ad valorem property tax levy not to exceed .1978 mills on all taxable property. The purpose of this levy is to support the General Fund budget operating expenses. Adoption of the Special Education Fund budget will include an ad valorem property tax levy not to exceed 1.9820 mills on all taxable property. The purpose of this levy is to support the Special Education Fund budget operating expenses.
Roll Call Vote: Ayes: Ms. Dodd, Mr. Ross, Mr. Dyes, Mr. Garber, Ms. Cripe
Nays: None
All in favor. Motion carried.

Treasurer's Report

Moved by Mr. Garber, supported by Ms. Cripe, to accept the Treasurer's Report as presented. All in favor. Motion carried.

Payment of Bills

Moved by Mr. Ross, supported by Ms. Dodd, that the Board of Education hereby approves payment of bills which includes General Fund totaling $380,303.52 and Special Ed Fund totaling $436,512.26.
Roll Call Vote. Ayes: Mr. Dyes, Mr. Garber, Ms. Cripe, Mr. Ross, Ms. Dodd
Nays: None
All in favor. Motion carried.

Hirings

Moved by Ms. Dodd, supported by Ms. Cripe, that the Board of Education approve the hiring of Chelsea Scapino, Josslyn Kirkpatrick, Scott Banghart, and Robert Sepulveda upon appropriate unprofessional conduct review and criminal background check as recommended by the administration.
Roll Call Vote. Ayes: Mr. Ross, Ms. Cripe, Ms. Dodd, Mr. Garber, Mr. Dyes
Nays: None
All in favor. Motion carried.

Certified Staff Agreement

Moved by Mr. Ross, supported by Mr. Garber, that the Board of Education approve the Certified Staff Agreement for three years 2025-2028.
Roll Call Vote. Ayes: Mr. Garber, Ms. Cripe, Mr. Dyes, Mr. Ross, Ms. Dodd
Nays: None
All in favor. Motion carried.

Handbooks/ Contracts

Moved by Mr. Garber, supported by Mr. Ross, that the Board of Education approve the Transportation Handbook, Early Childhood Education Handbook, Administrative Handbook and all Non-Affiliate Contracts for one year 2025-2026.
Roll Call Vote. Ayes: Ms. Dodd, Ms. Cripe, Mr. Ross, Mr. Garber, Mr. Dyes
Nays: None
All in favor. Motion carried.

Superintendent Contract

Moved by Mr. Ross, supported by Mr. Garber, that the Board of Education approve the Superintendent's Contract for three years 2025-2028.
Roll Call Vote. Ayes: Mr. Dyes, Ms. Cripe, Ms. Dodd, Mr. Ross, Mr. Garber
Nays: None
All in favor. Motion carried.

Annual Meeting Date

Moved by Mr. Ross, supported by Ms. Dodd, that the Board of Education set the annual meeting date for Wednesday, July 16, 2025, at 10:00 a.m. with regular meeting to follow. All in favor. Motion carried.

Adjournment

Moved by Mr. Ross, supported by Ms. Dodd, to adjourn at 10:52 a.m. All in favor. Motion carried.

Respectfully submitted,

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Debra Cripe
Secretary

These minutes are subject to board approval.