

River Valley Board of Education  
**RIVER VALLEY SCHOOL DISTRICT**  
15480 Three Oaks Road  
Three Oaks, Michigan 49128  
[www.rivervalleyschools.org](http://www.rivervalleyschools.org)

**Work Session – RV Middle/High School Library**  
**Monday, June 13, 2011 @ 7:00 p.m.**

**Minutes**

Members Present: J. C. German, Victoria Pfauth, Blane Hillman, Fred Knutel, Vickie Wagner  
Members Absent: Michael Ehlert and Ronald Petro

**1.0 Call to Order**

The meeting was called to order at 7:00 p.m. by President, J. C. German.

**2.0 Pledge of Allegiance**

President German led the audience in the Pledge of Allegiance.

**3.0 Consider Approval of Agenda as Presented**

Motion by Knutel, supported by Hillman, to approve the agenda as presented. All ayes. Motion carried.

There was no public comment on the agenda.

**4.0 Review Special Meeting Minutes of May 18, 2011 and Regular Meeting Minutes of May 23, 2011**

The minutes of the May 18, 2011 Special Meeting and the Regular Meeting Minutes of May 23, 2011 were reviewed.

**5.0 Correspondence**

Superintendent Schroeder reviewed correspondence from the Michigan Department of Education stating that the River Valley School District was in compliance with Bus Driver Safety Education.

A Thank You note from retiring teacher, Mrs. Deb Burlingame, has been received.

**6.0 Buildings & Grounds**

Schroeder said that Buildings and Grounds Supervisor Bob Payne would report on the status of the boiler at Chikaming Elementary School.

**6.1 Discuss Boiler at Chikaming**

Mr. Payne reported that an insurance inspector has reported concerns regarding the continued safety of the present boiler system to heat the Chikaming Elementary Building. Payne said that an engineering company has looked at the boiler and recommended a two-boiler system to run in stages with a secondary pump in case of a pump failure. German agreed with the installation of a two-boiler system. Business Manager Capiak said that at this time \$65,000 was available in the 2010-2011 budget for the replacement of that boiler. An approximate figure of \$75,000 would be needed to replace the boiler plus the added cost of removing the old system and asbestos removal from the boiler area. Payne said the project should take about two weeks and should be done at a time when no students are on the premises. Capiak will seek bids for the project. German will contact members of the Buildings and Grounds Committee to schedule a meeting.

**7.0 Curriculum/Policy**

Schroeder reported on changes in the reporting of policy revisions and updates by NEOLA.

**7.1 Discuss New Policy Revision Procedure**

A NEOLA representative will meet with the Superintendent and the Superintendent's Secretary regarding a new way in which policy changes will be electronically transmitted to River Valley. Brenda Brunke will then insert the recommended changes into the District's current policies using the Tracking System in Word. She will then prepare the policies for the Board to review. They will be reviewed at two meetings. Once the changes have been approved by the Board, the Superintendent's Secretary will forward the policies on a flash drive and mail them to NEOLA. NEOLA will then post the revised policies on line.

## **7.2 Discuss Recommended Policy Revisions**

Schroeder reported on recommended changes in River Valley District policies and practices.

### **A. Proposed Packet**

Schroeder presented a packet of proposed changes and updates in River Valley Bylaws and Policies. These will be further reviewed by the Board for consideration and approval.

### **B. Credit Cards**

Capiak reported on a recommendation to revise Policy 6423 on the Use of Credit Cards. Capiak recommends adding language regarding the use of Purchasing Cards by District employees. Inasmuch as the Board has already approved the use of purchasing cards (2009-2010), we need to reflect this practice in District policies. This policy update will also reflect the limits set on the District Visa account.

### **C. GASB 54**

Capiak presented a recommendation to adopt a resolution updating language to bring River Valley into compliance with new Governmental Accounting Standards Board fund type definitions (GASB 54). This will require the creation of additional line items in the preparation of the District's budget.

## **7.3 Language Arts Study**

Schroeder said that the Secondary Language Arts Study would be presented at the July Board Meeting. Materials will be purchased with funds budgeted for the 2011-2012 year.

## **8.0 Finance**

### **8.1 Review Accounts Payable for June, 2011 and the Treasurer's Report for May, 2011**

Business Manager Capiak presented the Accounts Payable for June, 2011 and the Treasurer's Report for May, 2011 for approval at the next regular meeting.

### **8.2 Review Fourth Quarterly Budget Update for Fiscal Year 2011**

Capiak reviewed the Fourth Quarterly Budget Update for Fiscal Year 2011 for approval at the next regular meeting. The update reflects an increase in revenues of \$22,826 and a decrease in expenditures of \$134,065 resulting in a net increase of revenues minus expenses totaling \$156,891.

## **9.0 Personnel**

German reported on the progress of contract negotiations with Mr. Kearney.

### **9.1 Update Superintendent's Contract**

German reported that Mr. Kearney should be on staff by July 1, 2011.

## **10.0 Other**

Wagner inquired if Schroeder would be attending the Superintendents' Summer Conference at River Valley's expense. Schroeder said that the District would pay a part of the cost and that a

part of the cost would be paid by the Berrien County RESA. Wagner said that she felt that a retiring employee should not be attending a conference. German said that he agreed that Schroeder should attend. Pfauth said she felt that conference funds should be directed toward the new superintendent rather than one who was retiring. Hillman and Knutel said that Schroeder should attend the conference.

**11.0 Items for Discussion Only**

Warner said that the River Valley Marching Band was led through the Flag Day Parade by incoming Band and Choir Director Ryan Kasperski.

Neil Carter reported that River Valley would host the Girls' Volleyball District Tournaments and the Boys' District Basketball Tournaments in the 2011-2012 athletic seasons.

German and Wagner said that Football Team members helped with Flag Day events on Sunday and helped with the trash pick up on Village streets on Monday following the Flag Day activities.

Carter announced the River Valley athletes who had been selected for all-conference and all-district honors for the 2011 Spring Sports season.

Hillman announced that Jim Veldman would be honored for his service as a River Valley track coach.

**12.0 Motion to Go Into Closed Session to Discuss Negotiations**

Motion by Knutel, supported by Hillman, to go into closed session for the purpose of discussing progress on contract negotiations at 7:49 p.m. All ayes. Motion carried.

FIVE MINUTE RECESS BEFORE GOING INTO CLOSED SESSION

**13.0 Motion to Return to Open Session**

Motion by Hillman, supported by Knutel, to return to open session at 8:32 p.m. All ayes. Motion carried.

**14.0 Other Business**

**14.1 Approval of Contracts**

Motion by Wagner, supported by Knutel, to approve the River Valley Teachers' Contract as presented and to approve agreement with the SEIU, Administrators, Supervisors and Support Staff for an insurance rate of 80-20 with increases in pay as presented. Roll call vote followed: Knutel—aye; Wagner—aye; German—aye; Pfauth—aye; Hillman—aye. (Aye—5; Nay—0)—Motion carried.

**15.0 Adjournment**

Motion by Knutel, supported by Hillman, to adjourn the meeting at 8:40 p.m. All ayes. Motion carried.

Next meeting: Monday, June 20, 2011 @ 7:00 p.m.

Respectfully submitted

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Victoria A. Pfauth, Secretary  
River Valley Board of Education