

River Valley Board of Education  
**RIVER VALLEY SCHOOL DISTRICT**  
15480 Three Oaks Road  
Three Oaks, Michigan 49128  
www.rivervalleyschools.org

**Work Session – RV Middle/High School Library**  
**Monday, August 22, 2011@ 7:00 p.m.**

**Minutes**

**Members Present**

J.C. German, Michael Ehlert, Victoria Pfauth, Ronald Petro, Blane Hillman, Fred Knutel, Vickie Wagner

Petro arrived at 7:04 p.m.

Administrators Present: Superintendent William Kearney, Business Manager Cheryl Capiak,  
MHS Principal Wayne Warner, Elementary Principal Heidi Clark

**1.0 Call to Order**

President German called the meeting to order at 7:00 p.m.

**2.0 Pledge of Allegiance**

President German led the audience in the Pledge of Allegiance.

**3.0 Consider Approval of Agenda as Presented**

Moved by Ehlert, supported by Pfauth, to approve the agenda as presented. All Ayes. Motion carried.

**4.0 Public Comment**

No public comment was offered.

**5.0 Review Board Meeting Minutes**

**5.1 Regular Meeting – July 18, 2011**

**5.2 Special Meeting – August 1, 2011(Open & Closed Session)**

The Board reviewed the Regular Meeting Minutes of July 18, 2011 and the Special Meeting Minutes of August 1, 2011 (Open & Closed Session). There were no questions or comments regarding the minutes.

**6.0 Superintendent's Report**

**6.1 Review Annual Education Report (AER)**

Annual Education Reports have been completed and posted to our website.

**6.2 Other**

Superintendent Kearney shared River Valley's average five year ACT scores with the Board of Education and highlighted the new MI School Data Dashboard. River Valley's Dashboard is now available to the public on our website.

Mr. Kearney also highlighted items that were discussed at a previous Ad Council and Principals' Meeting held on August 10, 2011 and he proposed a Resolution Record that will be provided to the Board to assist with specific language at Board meetings.

**6.3 Update on Boiler Project at Chikaming**

A brief update was provided on the boiler project at Chikaming.

**7.0 Board Committee Reports**

**7.1 Buildings & Grounds**

There was no Buildings & Grounds Committee Report.

**7.2 Curriculum/Policy**

There was no Curriculum/Policy Committee Report.

**7.3 Finance**

There was no Finance Committee Report.

**7.4 Personnel****7.4.1 Update on Committee Meeting Held on August 22, 2011**

Fred Knutel, Personnel Committee Chairperson, reported that the Committee met on Monday, August 22, 2011 at 6:30 p.m., in the Superintendent's Conference Room. The Committee discussed the following administrative recommendations: Kindergarten Teacher, Fourth Grade Teacher, Teacher Assistant, Transportation Supervisor, Middle School Volleyball Coach, High School Cheerleading Coach, and Girls' Junior Varsity Basketball Coach. The Committee will make recommendations for the Board to approve at the next Regular Board Meeting.

**7.4.2 Review Committee Meeting Minutes of August 1, 2011**

Fred Knutel, Personnel Committee Chairperson, reported that the Committee met on Monday, August 1, 2011 at 6:30 p.m., in the Superintendent's Conference Room. The Committee discussed an employee discipline issue.

**8.0 Correspondence**

Superintendent Kearney announced that the Board of Education received correspondence from the following:

- Three Oaks Community Gardens sent a Thank You note and a check to the district for allowing them to use the district's water.
- Disney sent a letter of congratulations to Third Grade Teacher, Shelly Reese, for her classroom project (Zebra Mussels – Friend or Foe?). Ms. Reese was Michigan's state winner for 2010-2011.
- Hospice at Home called and thanked the district for their gift in memory of Milton Warner.
- The district received a negative response back on a survey that was included in the district newsletter. A follow-up call will be placed to this individual.

**9.0 Old Business****10.0 New Business****10.1 Review Accounts Payable for August 2011 and the Treasurer's Report for July 2011**

Business Manager, Cheryl Capiak, presented the Accounts Payable Report for August 2011 and the Treasurer's Report for July 2011. The Board will approve the reports at the next Regular Board Meeting.

Trustee Hillman questioned a Power School License and Implementation fee listed on the Accounts Payable report. Business Manager Capiak informed the Board that Berrien RESA is phasing out Passport (a pupil accounting software) and an alternative software was chosen and implemented.

**10.2 Review Recommendation to Hire a Kindergarten Teacher**

The Board reviewed the recommendation to hire Amanda Lynch as Kindergarten Teacher at Three Oaks Elementary. This is a replacement position.

**10.3 Review Recommendation to Hire a Fourth Grade Teacher**

The Board reviewed the recommendation to hire Brad Hoekstra as Fourth Grade Teacher at Three Oaks Elementary. This is a replacement position.

**10.4 Review Recommendation to Hire a Teacher Assistant**

The Board reviewed the recommendation to hire Amber York as Teacher Assistant at Chikaming Elementary. This is a replacement position.

**10.5 Review Recommendation to Hire a Transportation Supervisor**

The Board reviewed the recommendation to hire Richard Fatter as Transportation Supervisor position. This is a replacement position.

**10.6 Review Recommendation to Hire a Middle School Volleyball Coach – 2 positions**

The Board reviewed the recommendations to hire Tammy Kanous and Jade Stell as Middle School Volleyball Coach. These are replacement positions.

**10.7 Review Recommendation to Hire a High School Cheerleading Coach**

The Board reviewed the recommendation to hire Tina Scurek as High School Cheerleading Coach. This is a replacement position.

**10.8 Review Recommendation to Hire a Girls' Junior Varsity Basketball Coach**

The Board reviewed the recommendation to hire Morgan Olmstead as Girls' Varsity Basketball Coach. This is a replacement position.

**11.0 Items for Discussion Only**

**11.1 Discuss Tentative Dates for MASB Rules/Responsibilities Workshop**

The Board discussed tentative dates for a MASB Rules/Responsibilities Workshop. The Board scheduled a workshop for Monday, September 12, 2011 at 6:00 p.m.

**11.2 Discuss Board Packet Distribution/Contents**

The Board discussed the distribution of Board packets during inclement weather. Board members expressed satisfaction with the present method of distribution.

**11.3 Discuss Meetings Format**

Suggestion was proposed to possibly consider having one Board meeting a month. Discussion followed. Conclusion was made to continue having one work session and one regular meeting a month for the 2011-12 school year.

**11.4 Discuss Superintendent's Evaluation Tool**

Superintendent Kearney shared example evaluation tools with the Board of Education and asked them to review the material. It was suggested that the Board take action on selecting/designing a Superintendent evaluation tool at the Regular Board Meeting in September.

**11.5 Discuss/Develop Board Goals for 2011-2012**

Discussion was held regarding Board Goals for 2011-2012. Suggestions included: improve student achievement, public relations with the community, and communication. The Board will be developing their goals at the next Work Session in September.

**Miscellaneous Items**

Trustee Wagner informed the administration that The Pokagons will once again be offering bus grants. Teachers are encouraged to include food expenses for longer trips. She also noted that there are online resources available at the New Buffalo library through a grant from The Pokagons. Resources will be made available to all River Valley students and staff members.

Trustee Wagner questioned an article in the paper regarding MYWA wrestling program. Discussion followed. She also inquired about the proposed archery program.

Trustee Hillman inquired about the progress being made to place the RV logo on the water tower. Business Manager Capiak will touch base with the Three Oaks Village Council.

**12.0 Adjournment**

Moved by Knutel, supported by Ehlert, to adjourn the Work Session Meeting at 7:35 p.m. All Ayes. Motion carried.

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Victoria A. Pfauth, Secretary  
River Valley Board of Education

VAP/bb