ORCHARD VIEW SCHOOLS
BOARD OF EDUCATION
Orchard View High School – Community Room
16 N. Quarterline Road
Muskegon, Michigan 49442

MINUTES • WORKING SESSION

COMMITTEE OF THE WHOLE

January 12, 2015 @ 6:30 p.m.
(Organizational Meeting @ 7:00 p.m.)

I. ROUTINE BUSINESS:

a. Call to Order

Meeting called to order @ 6:30 p.m. by President, T. Joppie.

b. Roll Call

Members present: B. Zitka, J. Hallberg, L. Johnson, C. Overla, J. Taylor, and T. Joppie
Members absent: R. Larabee

c. Public Comment - None

II. PRESENTATIONS

a. Orchard View Schools new board member Oath of Office – Pat Walstra
Board members B. Zitka, J. Hallberg, C. Overla and L. Johnson took an Oath of Office to serve with the Orchard View Board of Education.

b. Orchard View Schools Board of Education – Pat Walstra

- Oath of Office
- Overview of the Open Meetings Act
- Board member's job responsibilities
- Superintendent's job responsibilities
- Criteria for board members

c. AdvancED Systems Accreditation Review – Jamie Daugherty provided a schedule of events for the accreditation review and outlined board responsibilities and expectations. The auditors would like to meet with all board members for a brief interview on February 2, 2015. B. Zitka states he will be available all day, C. Overla, and J. Taylor are available from 3:30 – 4:30, L. Johnson, J. Hallberg, and T. Joppie are available from 4:30 – 5:00. A Committee of the Whole Meeting has been tentatively scheduled for February 4 @ 3:30 p.m. for the presentation of the auditor's findings report.

d. Standard and Poor's Orchard View rating – Kim Bidwell provided detailed information regarding Orchard View's Standard and Poor's rating and what future effect it can have.

III. DISCUSSION ITEMS

a. A-91 for district truck and snowplow – Jack Timmer explained that the original A-91 for the truck was modified to include a truck that was available sooner and could be used for plowing this winter season and also included more options for the cost. The revised A-91 is for a purchase price of $32,365.00 from Fremont Ford. The cost reflects a $12,000 savings due to a FLEET purchase classification. This capital outlay was included in the 014-15 budget.

b. Athletics –Ken Overla gave an overview of the coach's handbook which is provided annually to all coaches. Ken talked about the required MHSAA training for all coaching staff, testing and certification.
Bruce Zitka stated that we should provide free family nights or let kids in free for athletic games in effort to increase participation rate. Athletic Director, Ken Overla informed the board that this is already occurring.
Bruce Zitka asked if our students are being told that they cannot play 3 separate sports, coach Walker responded that kids are encouraged to play all sports. Coach Walker also asked the board if it would be possible to allow the school athletes to practice on a snow day to keep from getting behind. The board and superintendent agreed that this may be granted through the Athletic Director with

notification to the Custodial/Maintenance Director for snowplowing needs and also that practice on a snow day must be optional to the athlete and not mandatory.
Bruce Zitka also inquired about the fee structure for athletic games – The group was advised of the current fee structure and the significant discounts given to families in the community. It was further discussed that additional promotional materials about the fee structure will be provided to the community through school announcements and newsletters. Pat suggested possibly prorating the family pass for second semester.
Bruce asked Ken to provide the academic all-state list for a Tuesday, January 20, 2015 Wall of Honor meeting.
Before concluding the athletics discussion Mr. Zitka stated he had additional agenda items. He provided the board with a handout with his primary concern being the dual role of the AD/Transportation Supervisor. He stated the dual role is inefficient and doesn't work well and causes a 'catch 22' for the person in that position. Pat informed the group that discussions about the configuration of positions will be discussed at Administrative/Personnel/Finance Committee meetings as it relates to budgetary concerns. She also advised the group that discussions regarding staff performance will not be conducted at the board meeting. Pat also explained that there are several positions held in the district where more than 1 job title is held.

c. The Regular Board Meeting Agenda for January 20, 2015 was reviewed, Bruce Zitka requested adding a line item for old business. It was decided that Old Business will be included on the Work Session agendas.

IV. ACTION ITEMS

a. A motion was made to modify the January 12, 2015 Work Session Agenda to include an action item for purchase of a district truck and snowplow.
Motion: J. Taylor Second: J. Hallberg Carried: 6-0
b. A motion was made to approve the purchase of a new truck with snowplow from Fremont Ford in the amount of $32,365.00 as presented.
Motion: B. Zitka Second: J. Hallberg Carried 6-0

V. SUPERINTENDENT'S ITEMS

a. Superintendent Walstra informed everyone that a Board photo will be taken on January 20, 2015, 10 minutes prior to the January Regular Board Meeting
b. Superintendent Walstra informed that Board members that we still have 1 ticket available for the Unity Breakfast and if anyone would like to attend to please let her know.

VI. BOARD PRESIDENT'S ITEMS

President T. Joppie welcomed new board member Latesha Johnson.

VII. BOARD MEMBERS' ITEMS

None

VIII. ADJOURNMENT

Motion to adjourn meeting
Motion: J. Hallberg Support: T. Joppie Carried: 6-0
Meeting adjourned at 8:43 p.m.

_____
Board Secretary