

Three Rivers School Board of Directors met for a special session, Monday, September 24, 2012 at the TapRock Board Room, 791 SE 6th Street, Grants Pass, Josephine County, Oregon at 9:30 a.m.

PRESENT: Ron Lengwin, Chairperson of the Board, Zone V PRESENT
Bob Litak, Member of the Board, Zone I
Jadd Horban, Vice-Chair of the Board, Zone II
Leslie Meier, Member of the Board, Zone III
Ron Crume, Member of the Board, Zone IV
Dan Huber-Kantola, Superintendent-Clerk

Also Present: Doug Ely, Director and Kristen Curdy Recording Secretary ALSO PRESENT

Board Chair Ron Lengwin called the meeting to order at 9:43 AM CALL TO ORDER

Superintendent Huber-Kantola explained that resolution #12/13-1—*Resolution to Cease Pass-Through Funds* was created to ensure Grants Pass School District (GPSD) that should they grant permission for Woodland Charter School (WCS) to operate within GPSD until December 31, 2012 and WCS continues to operate within GPSD boundaries after December 31, 2012, Three Rivers School District will immediately cease pass-through of any state funding dollars to WCS. RESOLUTION TO CEASE PASS-THROUGH FUNDS

Member Litak moved to approve the resolution. Ron Crume seconded and the motion passed unanimously. APPROVED

RETREAT/WORKSHOP TOPICS:

A. Review Board Protocols—It was the consensus of the group that they approve of the written “Board Protocol” that was compiled last year. The protocols were working well.

B. Role of the Board—

- Member Meier clarified with the superintendent that she would like board members to go to the Superintendent prior to contacting the principal directly regarding complaints or concerns. Superintendent Huber-Kantola said they should be referring parents to contact the school’s administration concerning the issue.
- Board members would like to see a Board website with projects listed and other information.
- Member Litak would like to see organizations put together press releases to the Courier, IV News and local news organizations.
- Members would like to see press releases on the district website to promote positive publicity.
- Member Meier would really like to see a PR person hired, possibly funded by grant money.

CALL TO ORDER

C. Customer Service

- Follow-through with fundraisers
- Building administrators and office staff need to be trained in customer service.
- Requested administrators need to make themselves visible at least one

WCS TEMPORARY SITE LOCATION

day a week as kids are being dropped off or picked up at school.

- Return of pep rallies
- Staff to dress more appropriately at games, school events.
- Follow-up on students that don't return to the district? Where do they go?
- Member Horban would like to see "Welcome to Three Rivers School District" signs posted at boundary areas. Possibly add . . . "where excellence runs deep".

D. Dealing with the Public

- a) Lobbying the Board—Discussed the most effective way to handle. Possibly revise Board Protocol to state "when board members meet with groups individually the information they receive will be shared with all board members".
- b) Dealing with Phone Calls/E-mails—
 - The group agreed that a 'template' for a general response from board members to respond to e-mails would be helpful.
 - The consensus of the group was that when responding to e-mails, cc all board members with your response so that everyone is in the loop.

E. Board Agenda Format

- a) Department Reports —
 - It was the consensus of the board to move the department reports (Maintenance, Custodial, Food Service) to the begin of the agenda with the other reports (Superintendent and Financial).
 - Member would like all folks presenting/addressing the board to use the podium.
- b) Payables—
 - Superintendent Huber-Kantola informed the Board that it is the best practice to move the monthly 'Payables' agenda item from the *Consent Agenda* to an *Informational* item. It was the consensus of the Board to make that change.

F. High School Nuts and Bolts

- a) Pledge of Allegiance—Superintendent Huber-Kantola informed the Board that it is Board policy that the students have to be given the opportunity at least once a week. He has sent a reminder to the schools.
- b) Graduation Ceremonies—Members shared what worked well and what didn't.

G. Hiring Practices—Superintendent Huber-Kantola informed the Board that the process will be revisited. He received input from the members.

H. Plan for Policies Review—Superintendent Huber-Kantola informed the Board that new OAR's mean that Three Rivers School District policies have to be reviewed and updated. There are a lot of policies that need to be reviewed. It was his recommendation that the policies be broken up into groups so that everyone doesn't have to read all of the policies. Everyone will have the opportunity to read them but focus specifically on the policies they have been assigned.

A brief discussion was held to work on templates for responding to emails.

ADJOURN

Adjourn at 1:52 PM

Ron Lengwin
Chairperson of the Board

Dan Huber-Kantola
Superintendent-Clerk