

**THREE RIVERS SCHOOL DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING
November 16, 2022**

Three Rivers School District Board of Directors met for a regular session Wednesday, November 16, 2022, at the Three Rivers District Administration Office, 8550 New Hope Road, Grants Pass, Josephine County, Oregon. The meeting was streamed online for the public and is currently available for viewing at: <https://www.youtube.com/watch?v=4vgMuldY4ml&t=115s>

PRESENT

Jennifer Johnstun, Board Chair
Susan Fischer-Maki, Board Vice-Chair
(Virtual)
Jamie Wright Board Member
Rich Halsted, Board Member
Dave Valenzuela, Superintendent

Casey Alderson, Deputy Superintendent
Stephanie Allen-Hart, Director
Jessica Durrant, Director
Rob Saunders, Director
Shelly Quick, Recording Secretary

ABSENT

Jenn Searle, Board Member

CALL TO ORDER

Board Chair Johnstun called the meeting to order at 6:00 p.m. and led the audience in the Pledge of Allegiance.

AGENDA APPROVAL

Member Halsted made a motion to approve the agenda as presented. Member Wright seconded the motion; the motion passed unanimously (4-0 – Member Searle absent).

SAY SOMETHING POSITIVE

Member Halsted introduced Hidden Valley High School student Allison Roy to present her speech that she gave at the Hidden Valley Veteran's event. Board members, the District Leadership Team, and Superintendent then shared an outstanding school or district highlight of an event, activity and/or kudos to TRSD staff.

SUPERINTENDENT'S REPORT

Superintendent Valenzuela provided the Board with information on the following items:

- Illinois Valley High School roof replacement / possible bond measure in the future.

CONSENT AGENDA

Items in the consent agenda will be approved by a single motion unless a member of the Board or the Superintendent requests that an item or items be removed and voted upon separately.

- Routine Personnel Items – November 2022
- Athletic Coaches – November 2022
- Draft Minutes of Previous Meetings:
 - October 19, 2022 – Regular Session
- Grant Requests (2)

- Out of state travel requests (4)
- Member Fischer-Maki made a motion to approve the Consent Agenda. Member Halsted seconded the motion; Board Chair Johnstun called for a vote and the motion passed unanimously.

COMMUNITY COMMENTS

- One community member addressed the board: Rick Nelson.

REPORTS – NO ACTION

- **Student Investment Account – 4th Quarter Annual Report**
 - Director Durrant reviewed the Student Investment Account annual reports (2021-2022) for Three Rivers School District and Woodland Charter School. The detailed reports were included in the board packet and will be posted on the district website.
- **Board Policies – First Reading**
 - Superintendent Valenzuela brought forward the following policies for the first reading:
 - BBAA – Individual Board Member's Authority and Responsibilities
 - BBBA – Board Member Qualifications
 - BD/BDA – Board Meetings
 - BDDH – Public Comment at Board Meetings
 - BDDH-AR – Public Comment at Board Meeting – DELETE
 - CB – Superintendent (NEW)
 - CBA – Qualifications and Duties of the Superintendent
 - CBC – Superintendent's Contract
 - CBG – Evaluation of the Superintendent
 - CCG – Evaluation of Administrators
 - CCG-AR – Administrative Standards – DELETE
 - CM – Compliance and Reporting on Standards
 - IGBAF – Special Education – Individualized Education Program (IEP)
 - IGBAF-AR - Individualized Education Program (IEP)
 - Most of the updates and changes to the policies are based on recommendations from the OSBA and by state and federal law.
- **Recruit, Hire and Vetting**
 - Deputy Superintendent Alderson reported to the board on the hiring process for volunteers, classified staff and licensed staff.
- **Parent Square Report**
 - Director Saunders gave a slide deck presentation on Parent Square, the recently implemented district communication platform, which highlighted the programs communication capabilities, features, and usage statistics.
- **Budget Committee Members**
 - District Accountant Lisa Cross reported that there are currently two open Budget Committee positions – zone I and zone IV. The opening will be publicized, and applications accepted through January 5, 2023.

ACTION ITEMS

- **New Bridge Oversight**
 - Superintendent Valenzuela explained that Three Rivers School District acts as the Local Educational Agency for the Oregon Youth Correctional Education Program (New Bridge High School). New Bridge is located outside of the TRSD residential boundaries and therefore not an inherent responsibility of the district. The current contract with the OYA expires on June 30, 2023, and he recommended that the Board approve the non-renewal of the contract.
 - Member Wright made a motion to non-renew the contract with the Oregon Youth Authority and

New Bridge at the end of the year – June 30, 2023. Board Chair Johnstun seconded the motion. There was discussion. Board Chair Johnstun called for a vote and the motion passed 3-0 (Member Searle absent and Member Halsted abstained).

(Member Fischer-Maki left the meeting)

- **Board Policy ECAAA/GACA – Employee Identification Badge System**

- Superintendent Valenzuela explained that he would like the board to approve this policy on the first read, which is allowable by our board policy BFC. The policy deals with school safety and security and we would like to get the policy in place.
- Member Halsted made a motion to readopt the revised board policy ECAAA/GACA. Board Chair Johnstun seconded the motion; the motion passed unanimously (3-0).

- **Obsolete Policy Removal**

- Superintendent Valenzuela reported that Shelly Quick had been going through an audit of the district's policies and has been working with OSBA. Our policies are now all online through OSBA webhosting. OSBA has reviewed our list of old policies that were last adopted in 2006 and have advised which policies they no longer support. The District Leadership Team has reviewed these policies and they are outdated, obsolete and no longer make sense for us to have. He asked that the board delete this list of policies.
- Member Halsted made a motion to delete the presented list of obsolete policies. Board Chair Johnstun seconded the motion; the motion passed unanimously (3-0).

- **Budget Calendar**

- District Accountant Lisa Cross reported that for the budget calendar she is proposing that the first meeting be scheduled for May 17, 2023 and because it is the legislative session year the later the better. A second meeting is penciled in for May 23rd if it is needed.
- Member Halsted made a motion to adopt the proposed 2023 budget calendar. Board Chair Johnstun seconded the motion; the motion passed unanimously.

- **403(b) Plan Document Required Changes**

- District Accountant Lisa Cross explained that the board is required to approve a 403(b) plan amendment detailing regulation changes surrounding hardship distributions and eligibility requirements for part time employees.
- Member Halsted made a motion to accept the 403(b) plan document changes. Member Wright seconded the motion; the motion passed unanimously.

- **Resolution (#03) Supplemental Budget to Recognize and Appropriate Additional Funds**

- District Accountant Lisa Cross explained that this year we recognized an additional \$1.29 million dollars that was additional ending fund balance from last year. She requested that the board recognize the additional beginning fund balance and appropriate it into contingency, which requires board approval for use of those dollars.
- Member Halsted made a motion to adopt resolution #03 to recognize and appropriate additional funds. Member Wright seconded the motion; the motion passed unanimously.

- **Award of RFP for Facility Assessment and Long-Range Facility Plan**

- District Accountant Lisa Cross requested the board award RFP 22-001 for facility assessment and long-range facility plan to Soderstrom Architects. They scored the highest and were responsive to the district's needs.
- Member Halsted made a motion to award RFP 22-001 to Soderstrom Architects. Board Chair Johnstun seconded the motion and called for a vote; the motion passed unanimously.

- **Illinois Valley High School Roof Replacement**

- District Accountant Lisa Cross requested the board approve that the district move forward with the process to replace the Illinois Valley High School roof. The roof is in critical need of replacement. The estimated cost is \$2.8 million and she recommended payment for this project come from two sources: \$1.8 million from General Fund contingency and \$1.0 million financed

- for ten years at an approximate cost of \$130,000 annually.
- Member Halsted made a motion to move forward with the Illinois Valley High School roof replacement. Member Wright seconded the motion. There was discussion. Board Chair Johnstun called for a vote and the motion passed unanimously.

Suggested Future Agenda Items:

- Board Chair Johnstun reported that Board Member Searle (zone I) has missed four consecutive meetings. We may need to place this as an action item on the next agenda per board policy BBD – Board Member Removal from Office.
- Board Chair Johnstun also requested we revisit, as a board, the academic outcomes from the year prior year before we went to a four-day school week until now – and compare with other districts.

FUTURE MEETING DATES.

- Board Regular Session – Wednesday, December 14, 2022 – SOSA/Merlin, 3:30 p.m.
 - SOSA Student panel at 1:30 p.m.

ADJOURNMENT

Board Chair Johnstun adjourned the meeting at 8:00 p.m.