



Three Rivers School District

Quality Education Runs Deep

8550 New Hope Rd ● PO Box 160 ● Murphy, OR 97533 ● 541.862.3111 ext. 5276

Dave Valenzuela

Director of: K-8 Education, Technology, Federal Programs & Transportation

August 6, 2012

RE: Meeting with Woodland Charter School

On Tuesday July 31st, I held a meeting with Stacey Denton and Wensdae Cedar of Woodland Charter School (WCS) along with Damian Crowson and Kirk Baumann of Lincoln Savage Middle School (LSMS). The purpose of the meeting was to determine if Lincoln Savage Middle School would be a viable, short-term location for WCS to start classes this fall. We also discussed the possibility of loaning student and teacher/administrative furniture to WCS.

Damian and Kirk's role was to provide Stacey and Wensdae with the structure of a typical school day at LSMS. They also presented some concerns with housing another institution on their campus and the potential negative impact on LSMS. Chief among these concerns were the limited common space (i.e. cafeteria, gym, music rooms) available and the co-mingling of WCS students and LSMS students. Stacey and Wensdae were very clear in that they do not have any designs that include the use of any common spaces or rooms at LSMS. We showed them four classrooms and three offices that are currently unused or not used regularly. Classrooms 16-19 and the associated offices are located in the WCS could easily function with the use of three of the classrooms and two of the offices. These rooms and offices are located in an isolated section of the campus and would limit co-mingling between WCS and LSMS students.

We were able to successfully work through the potential pitfalls of this arrangement through our discussion. Stacey and Wensdae were very excited at the possible use of the LSMS facilities. Damian and Kirk were satisfied that their concerns had been adequately addressed and that future issues could be easily resolved through a sound working relationship.

Details of the meeting:

The daily schedule of WCS and LSMS are off set and compliment the start/stop time of each school. WCS begins their school day at 8:00 a.m. and concludes at 3:00 p.m. LSMS begins their day at 8:45 a.m. and they conclude at 3:15 p.m. Damian and Kirk believed that this would be enough of a time gap to allow for smooth drop-off and pick-up of students from both institutions. WCS is also looking into the possibility of using the church parking lot adjacent to LSMS's campus. There is a pedestrian gate on the fence line between the school and church properties that would allow students to go from the church lot onto campus.

WCS is not interested in using any rooms outside of the three isolated rooms in the rear of the campus. The only exception to this would be bathroom use. WCS students would use the main outdoor bathrooms that the majority of LSMS students use. We agreed that a supervision procedure could be put in place to allow for this practice. The proposed rooms are ideal for meeting the needs of WCS while keeping both institutions separate and autonomous of each other.



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We also discussed the idea of WCS borrowing student and teacher/administrative furniture. There is a surplus of unused furniture at LSMS and at Evergreen Elementary School that would meet the needs of WCS. Discussions of possibly selling the furniture to them at a later date were put on hold for now.

Questions of facility use fees, utility costs, networking and the rekeying of the building also came up. We would need to decide on how to bill WCS for utilities and if they fall into a Group I or Group II category under our facility use fee schedule. Stacey and Wensdae were very much in favor of assuming the utility costs, but were concerned about the possibility of a large facility use fee. They are also taking full responsibility for standard custodial upkeep and maintenance, requiring no assistance from TRSD in this regard. Stacey and Wensdae indicated that they would investigate procuring an internet service provider, meaning they would not need access to our network. They are currently working on Voice over Internet Protocol phone service, allowing their phones to run on their internet service.