

**THREE RIVERS SCHOOL DISTRICT
BOARD OF DIRECTORS
BOARD SPECIAL/REGULAR SESSION
JULY 18, 2019**

Three Rivers School District Board of Directors met for a special session, Thursday, July 18, 2019 at the Weasku Inn, Grants Pass, Josephine County, Oregon.

PRESENT

Kate Dwyer, Board Chair
Paul Kelly, Board Member
Danny York, Board Member
Jennifer Johnstun, Board Vice-Chair
Rich Halsted, Board Member
Dave Valenzuela, Superintendent
Shelly Quick, Recording Secretary

Also Present:
Casey Alderson, Director
Stephanie Allen-Hart, Director
Jessica Durrant, Director

CALL TO ORDER

Board Chair Dwyer called the board retreat to order at 8:05 a.m.

BOARD RETREAT

The following items were reviewed and discussed in a work shop setting:

- Welcome
- Board Norms and Agreements
- Board Goal Review and Update
 - Continued focus on board goals:
 - Graduation rates to 85% by 2023
 - Culture of Care
 - High Quality 3C's
 - Communication
 - Customer Service
 - Community
- Four Day School Week Discussion
 - Importance of resources on fifth day
 - Decision needs to be made by December/January
 - Community meeting in each attendance area
- TRSD Identity work with Matt Coleman (via Skype) and Directors. Included Mike Garling and Mike Donnelly, Oregon Rural Schools Network.

Recess for lunch from 12:00 to 12:40

- Identity work continued
- Recap from Superintendent Valenzuela

Recess at 2:05

REGULAR SESSION

Board Chair Dwyer reconvened to regular session at 2:15 p.m. and led the group in the Pledge of Allegiance.

AGENDA APPROVAL

Mr. Kelly made a motion to approve the regular session agenda as presented. Mr. York seconded the motion; the motion passed unanimously.

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 – July 2019
 - Addition to item 2A Personnel Report: Danny Pratt as Assistant Principal of Lorna Byrne Middle School.
- Coaches – July 2019
- Draft Minutes of Previous Meetings:
 - Board Regular Session – April 17, 2019
 - Board Regular Session – May 15, 2019
 - Board Regular Session – June 19, 2019

Mr. Kelly made a motion to approve the revised Consent Agenda. Ms. Johnstun seconded the motion. Ms. Dwyer called for a vote to approve the Consent Agenda and the motion passed unanimously.

COMMUNITY COMMENTS

There were none.

Superintendent Valenzuela recognized outgoing board chair Kate Dwyer for her two years of service as Board Chair and presented her with a plaque.

ANNUAL BOARD ORGANIZATION

Election of Board Chair

Mr. Kelly nominated Jennifer Johnstun. Mr. Halsted seconded. Ms. Johnstun declined at this time as she has some personal business that could impact her ability to serve.

Ms. Johnstun nominated Rich Halsted. Mr. Kelly seconded. There was some discussion. All voted in favor of Rich Halsted as Board Chair.

Election of Board Vice-Chair

Ms. Dwyer nominated Jennifer Johnstun. Mr. York seconded. All voted in favor of Jen Johnstun as Board Vice Chair.

Designation of meeting dates, time and places

There was some discussion. They requested to switch the locations of the November and December meetings due to the discussions about the four-day week. The November meeting will be at Applegate and the December meeting at the District Office.

Mr. Kelly made a motion designate the third Wednesday of the month at 6:00 p.m. for regular board meetings and approve the recommended calendar with the noted change of locations for the November and December meetings. Mrs. Dwyer seconded and the motion passed unanimously.

Annual Board Organization Resolutions

- a. **Designate Executive Officer:** *Superintendent David Valenzuela is the Board's Executive Officer.* Oregon statute specifies that the Board shall designate the chief administrative officer of the district as district clerk. Our policy states that the Superintendent shall act as executive officer of the Board. These designations authorize the superintendent to employ personnel, to sign checks and make salary payments, and to act as custodian of funds.

- b. **Designate Budget Officer and Deputy Clerk:** *Superintendent David Valenzuela* is the designated Budget Officer and Deputy Clerk.
- c. **Designate Board's Official Agent:** *Superintendent David Valenzuela* will be the official agent for all matters dealing with federal, state and local government agencies and other education agencies. Policy and practice designates this authority to the superintendent.
- d. **Designate Depositories for School Funds:** Wells Fargo, Local Government Investment Pool, Washington Federal, Umpqua Bank, Evergreen Federal, Josephine County Treasurer, and Jackson County Treasurer and all other local financial institutions, which meet Oregon collateral requirements, are the designated depositories. These are the existing depositories and have been carried over to the new fiscal year.
- e. **Authorization to Invest Surplus Funds:** Superintendent David Valenzuela will be authorized to invest surplus funds according to school district policy and state law at any of the aboved mentioned authorized depositories.
- f. **Authorize Facsimile Signature of Custodian of Funds:** Superintendent David Valenzuela facsimile signature be authorized.
- g. **Determine Amounts of Fidelity Bonds of Persons Who Shall Be Bonded:** Superintendent/Business Manager David Valenzuela will be bonded for \$100,000 under current District *Property and Casualty Coverage Criminal Policy*.
- h. **Designate Auditors:** *Kosmatka, Donnelly, and Piels CPA, LLP* is designated as our financial auditors for the 2019-2020 school year.
- i. **Designate Legal Counsel:** *Hungerford Law Firm, LLP* is designated as our legal counsel for the 2019-2020 school year.
- j. **Review status of Local Public Contract Review Board and Rules:** The Three Rivers Board of Directors will act as our review board for the 2019-2020 school year.

Mr. York made a motion to approve the Annual Organizational Resolutions for 2019-20. Mr. Kelly seconded the motion; the motion passed unanimously.

REPORTS – NO ACTION

- Board Policy – First Reading
 - BCB – *Officers of the Board*

It was reported that the only change was reverting back to a maximum of two consecutive years term for the Board Chair. There was some discussion.

ACTION ITEMS

- **Board Policies – Second Reading**
 - EGAAA – *Reproduction of all Copyrighted Materials (No Changes)*
 - EGAAA-AR – *Guidelines for Use of Copyrighted Materials*
 - IIAABB – *Use of Feature Films, Videos, or Other Media*
 - IIAABB-AR – *Use of Feature Films, Videos, or Other Media*

Director Alderson explained that we took some of the questions and concerns expressed at the last meeting about the permission slips and adjusted them back accordingly. There was some discussion.

Mr. Kelly made a motion to approve policies EGAAA, EGAAA-AR, IIAABB and IIAABB-AR. Ms. Johnstun seconded the motion; the motion passed unanimously.

- **Healthy and Safe Schools (HASS) Plan**

Superintendent Valenzuela explained that this is a document, required by the state, to be adopted by the Board. We are working to create a comprehensive website for results around water, radon, lead testing and other required tests. It also identifies Ric Ross as our IPM coordinator. There was some discussion regarding the testing procedures and costs.

Mr. York made a motion to approve the Healthy and Safe Schools Plan. Ms. Johnstun seconded and the motion passed unanimously.

- **Resolution to Approve Payroll Deduction**

Superintendent Valenzuela explained there has been a memorial scholarship fund set up in Heather Sheehan's name and once ten people want to contribute a payroll deduction can be set up.

Mr. Kelly made a motion to table the vendor approval. Mr. York seconded and the motion passed unanimously.

FUTURE AGENDA ITEMS

- Mr. Valenzuela will report on the four-day school week monthly beginning in September as part of his Superintendent's Report.
- Mr. York asked about the wastewater treatment testing.
- The board agenda setting meetings will run the same as before. Shelly will send out a draft schedule and get them on the board member's calendars.

OTHER

- Mr. York asked if we could take a serious look at the power consumption usage at Lorna Byrne? They are running extremely high compared to Lincoln Savage.
- Board members asked about the online registration process and how kindergarten registration was going in terms of numbers.

ADJOURNMENT

Board Chair Halsted adjourned the meeting at 2:50 p.m.

Rich Halsted
Board Chair

David Valenzuela
Superintendent-Clerk