

THREE RIVERS SCHOOL DISTRICT  
8550 NEW HOPE ROAD  
GRANTS PASS, OR 97527

BOARD MEETING

REGULAR SESSION

November 17, 2008

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Three Rivers School Board of Directors met for a regular session, Monday, November 17, 2008 at Madrona Elementary, 520 Detrick Drive, Grants Pass, Oregon, Josephine County, Oregon at 7:00 p.m.

PRESENT: Dave Strahan, Chairperson of the Board, Zone IV  
Leslie Meier, Vice-Chairperson of the Board, Zone III  
Robert Litak, Member of the Board, Zone I  
Jim Weaver Member of the Board, Zone II  
Phil Stephens, Member of the Board, Zone V  
Dan Huber-Kantola, Superintendent-Clerk  
Peter Maluk, Director of Elementary Education  
Debbie Breckner, Director of Human Resources  
Doug Ely, Director of Student Services

PRESENT

ABSENT: John George, Director of Secondary Education

ABSENT

Also Present: Lise VanBrunt/Principal, Madrona Elementary, Chris Bristow/  
McKinstry, Ryan Haggerty/McKinstry, Michael Morris/Food  
Service Manager, Lloyd Russell/Maintenance Director, Janet  
Schenhoff/Food Service, Lisa Kramer/Teacher

ALSO PRESENT

Chairperson Strahan called the meeting to order at 7:10 PM. and led the audience in the Pledge of Allegiance.

CALL TO ORDER

Superintendent Huber-Kantola reported the members of the Wolf Creek Study Team have been finalized. Peter Maluk is the district liason of the team and Debbie Breckner will act as facilitator. The first meeting is scheduled for tomorrow, November 18th.

SUPERINTENDENT  
REPORT

Superintendent Huber-Kantola commended Peter Maluk, Director of Elementary Education, on the great job he did setting up the district-wide Kagan staff development on November 10th. There were 237 teacher participants. The presenter demonstrated various structures for teaching. The feedback from the teachers was positive.

Madrona principal, Lise Van Brunt recognized her two custodians, Karen Feigert and Bob Ornelas. Ms. Van Brunt commended the custodians for the great job they did over the summer, and for the "heart and soul they put in to their school every day".

RECOGNITION

Board Chair Dave Strahan recognized Michael Morris, Food Service Manager, for being awarded 'General Manager of the Year' for Sodexo. Mr. Morris was presented this award while attending the Oregon School Board Association convention in Portland earlier this month.

Board Chair Strahan opened up the meeting for community comments, and there were none.

COMMUNITY  
COMMENT

POLICIES - Debbie Breckner, Human Resource Director, brought forward the following policies for the required second reading:

## SECOND READING

- GBA—Equal Employment Opportunity
- GBD—Board Staff Communications
- GBDA—Mother Friendly Workplace
- GBEC—Drug Free Workplace
- GBNA/JFCFA—Cyberbullying
- GCBDA-GDBDA-AR (1-5) - Federal (State) Family and Medical Leave
- GCDA/GDDA—Criminal Background Checks and Fingerprinting
- GCDA-GDDA-AR—Criminal Background Checks and Fingerprinting
- JFCF/GBNAA—Cyberbullying
- EFAA—Child Nutrition Programs

Director Breckner stated that the policies are as presented before, and there have been no changes since the first reading. On policy *GBNA/JFCFA—Cyberbullying*, she stated that the sentence that stated that “the district will provide annual training for staff and students”, will be left in the policy as previously discussed. Member Weaver moved to approved the policies and Member Meier seconded the motion.

Member Litak asked a question regarding the *Equal Employment Opportunity* policy. He asked for clarification regarding the footnote on the policy which addressed sexual orientation as it applies to transgender individuals. Director Breckner responded that the state law protects their expression of identity.

Member Litak then asked a question regarding the *Mother Friendly Workplace* policy which requires the district to provide a private room with a lock, and asked if this creates a problem for the district. Director Breckner stated that it does not create a problem. All schools have either a health room or office that lock which meets the required accommodations.

A discussion then ensued regarding the thirty minute rest period referred to in the *Mother Friendly Workplace* policy, as to whether the thirty minutes is their regular break or in addition to their regular break. Director Breckner stated that she would get clarification.

The motion was amended by member Weaver to pull policy *GBDA—Mother Friendly Workplace*, so the rest period can be clarified.

Member Litak asked regarding policy *GBNA—Hazing/Harassment/Intimidation/Bullying/Menacing*, why the policy states that “individuals will be referred to law enforcement if a misdemeanor/crime may be committed”. Shouldn’t the policy include felonies as well? It was determined the word ‘*misdemeanor*’ will be removed to encompass any level of criminal activity.

Member Litak asked that on policy *EFAA—Child Nutrition Programs*, a typo be corrected on item number 13 to change physician’s assistant to physician assistant.

## POLICIES APPROVED

The amended motion was approved unanimously.

MCKINSTRY PROJECT  
UPDATE—PHASE I

Chris Bristow with McKinstry presented an update on Phase I Energy Project. He presented a document with a detailed outline as to the status of Phase I. Some of the highlights included:

- Comprehensive lighting upgrades and PCB remediation at three schools Fort Vannoy (FV), Hidden Valley (HV) and Manzanita (MZ)—Complete.
- New high efficiency boiler at three schools (FV, HV, MZ) and burner upgrade at one school—Complete.
- Retro-commission DDC controls and HVAC systems at three schools (FV, HV, MZ) —only item not complete at this time.
- DDC controls upgrades at three schools (FV, HV, MZ) - Complete.
- Heat pump and controls upgrades at one school (FV) - Complete.

McKINSTRY UPDATE  
(CONTINUED)

Mr. Bristow then referred to the second page of the document entitled 'Summary of Phase I benefits'. He commented on the following:

- The cumulative utility savings are projected to be \$1.4 million, and increase from the original projected amount of \$1.2 million.
- The Business Energy Tax Credits applying for now equal \$173,180, originally projected \$126,000.
- Overall net cumulative cash flow now equals \$934,500. Original projection was \$755,000.

On target for January 31 completion date.

Superintendent Huber-Kantola then commented that McKinstry absorbed \$140,000 of unexpected costs using contingencies during the project without going over the guaranteed maximum price.

McKINSTRY PHASE II  
TEA

Superintendent Huber-Kantola then stated that the district was exploring the possibility of proceeding on to a Phase II energy project and asked Mr. Bristow present a Phase II Technical Energy Audit proposal (TEA) for Board consideration. The schools proposed for Phase II included: Evergreen Elementary, Illinois Valley High School, Madrona Elementary and North Valley High School.

Mr. Bristow stated the they looked at the energy use index from bills at the mentioned sites, and estimated up to \$100,000 in energy savings. They would have to perform a TEA to figure it out. A Phase I three month and one year Measurement and Verification Report are due from McKinstry as part of our agreement. He stated that McKinstry will not charge for the Phase II TEA until the Verification Report is done, and the district is satisfied with the results from Phase I.

Mr. Bristow stated that they are also exploring renewable options/technology which include biomass and wood pellets systems.

Member Weaver made a motion to approve the funding for a Phase II Technical Energy Audit. Member Stephens seconded the motion.

PHASE II TEA AP-  
PROVED UNANIMOUSLY

Superintendent Huber-Kantola stated that the money would initially come from one of our capital project funds, then be replaced with funds provided by SB 1149. The estimated cost is \$40,000. SB 1149 funds can only be spent on energy projects.

The motion to move forward with Phase II carried unanimously.

VERIZON FOUNDATION  
GRANT

The Budget Calendar item was moved to the December meeting.

GRANT REQUEST AP-  
PROVED UNANIMOUSLY

Superintendent Huber-Kantola brought forward the request from Illinois Valley High School to apply for an educational grant through the Verizon Foundation. The grant would purchase manikins, two automated external defibrillator trainers, and CPR masks. Member Meier moved to approve the request. Member Litak seconded and the motion carried unanimously.

FIRST READING  
POLICIES

Director Maluk presented the following policies for the first reading:

- EEA—Student Transportation Services
- EEAC—School Bus Safety Programs
- EEACC-AR—Discipline Procedures for District Approved Transportation
- EFA—Local Wellness Program
- EFA –AR—Local Wellness Program

Director Maluk outline the recommended updates for the transportation policies.

Member Weaver inquired as to the appeal procedure referred to in the *Transportation Discipline* procedure. Director Maluk explained that the appeal/expulsion procedure matched our district procedure already in place, therefore may be removed from the policy.

Member Meier was confused by the language in the policy referencing ‘expulsion/suspension’. Was this referencing expulsion from the bus—or school?

Director Maluk stated that a PBS presentation has been made to the bus drivers by John George. This enables the bus drivers to be on board with our expectations and be consistent.

Member Meier inquired as to the statement that musical instruments not being allowed on the buses. Director Breckner stated that it depends on the number of kids on the bus and how crowded the bus is. Member Meier asked that we clarify the language as to whether or not instruments are allowed. Director Maluk will discuss this with the principals.

Director Maluk then opened discussion on the revised Wellness Program. This led to in-depth questions and concerns regarding the policy surrounding the nutrition and physical activity guidelines. The Board stated that there should be community and staff input before proceeding with the changes to the policy and AR. Policy and AR *EFA—Local Wellness Program* were tabled so that the issues raised can be looked in to.

Superintendent Huber-Kantola reported that we were looking at \$2.78 million ending fund balance. He then stated that we learned at the Oregon School Boards Association Convention last week that the Governor spoke and has asked the Department of Education to delay the School Improvement Fund payments, which for our district equals \$1.2 million dollars.

Superintendent Huber-Kantola also expressed concern over the fact that the new projected funding per ADMw is estimated at \$6,754 and the previous projected low was \$6,805. He also questioned whether or not there would be School Improvement Fund money next year. School Improvement Fund dollars pay for things such as Alternative Ed and Vocational programs and to reducing elementary class sizes.

Superintendent Huber-Kantola then stated he may take action to freeze spending at the school level, and perhaps only allow the purchase of essential classroom supplies.

FOOD SERVICE  
REPORT

Food Service Manager Michael Morris announced that he is conducting a trial free lunch program at Illinois Valley High School. Free lunch will be offered to all students every day for the month of December. Currently, 75.28% qualify for free lunch, but only 38% are actually eating. The goal is to get 80% participation, then the school can go to a 100% free lunch program.

MAINTENANCE  
REPORT

Maintenance Director commended McKinstry for the great job they did at Fort Vannoy, Manzanita and Hidden Valley High School during Phase I of the Energy Project. He stated that their company was very accommodating and they care. Also, the staff at the three schools should be commended for their cooperation.

CONSENT AGENDA  
APPROVED  
UNANIMOUSLY

Member Weaver moved to approve the consent agenda. Member Stephens seconded the motion.

Member Litak asked that a correction be made to the October 20 minutes, page 4 "Member Stephens seconded and the motion" (remove the 'and'). Also a typo on page 4, paragraph 7 "a women spoke" should be "a woman spoke".

The consent agenda was approved, with corrections, unanimously.

ADJOURNED

Meeting adjourned at 9:10 PM.

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Dave Strahan, Chairperson of the Board  
THREE RIVERS SCHOOL DISTRICT

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Dan Huber-Kantola, Superintendent-Clerk  
THREE RIVERS SCHOOL DISTRICT