

**THREE RIVERS SCHOOL DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING
April 15, 2020**

Three Rivers School District Board of Directors met virtually via Google Meet for the regular board meeting on Wednesday, April 15, 2020.

PRESENT

Rich Halsted, Board Chair
Jennifer Johnstun, Board Vice Chair
Kate Dwyer, Board Member
Paul Kelly, Board Member
Danny York, Board Member

Dave Valenzuela, Superintendent
Casey Alderson, Director
Stephanie Allen-Hart, Director
Jessica Durrant, Director
Shelly Quick, Recording Secretary

CALL TO ORDER/

Board Chair Halsted called the meeting to order at 4:00 p.m. and led the Pledge of Allegiance.

AGENDA APPROVAL

Ms. Dwyer made a motion to approve the agenda as presented. Mr. Kelly seconded the motion. A roll call vote was taken, and the motion passed unanimously.

SAY SOMETHING POSITIVE

Mr. Halsted commented on how well the schools were doing on contacting the students. The Merlin Alternative Center had 100% contact and Fruitdale, our largest elementary school, had contacted everybody but two students. Kudos to all of the schools. Mr. York shared that from a parent perspective, there has been a lot of communication via email and phone calls trying to make sure all the T's are crossed, and I's are dotted and making the best out of the lemons we have been handed. He believes it is going well and we are doing the best we know how to. Ms. Johnstun said she has also received a huge amount of communication from the school district for both of her kids in both schools. We really have mobilized to deal with this. Overall, we are making a great effort and showing a lot of resiliency in moving through this. Ms. Dwyer complimented Director Jessica Durrant on how hard she is working to make sure families have what they need. To make sure there is resiliency in the food distribution system and to make sure that our families are taken care of. She thanked Ms. Durrant for being such a good partner in the community. Mr. Kelly shared that his two kids are in high school and he thinks the teachers and staff that have been tasked with these unusual circumstances have done a great job communicating with them. The district as a whole as well. Our staff are making extra efforts to locate our students and make sure they are taken care of. Superintendent Valenzuela shared that the directors Jessica Durrant, Casey Alderson and Stephanie Allen—Hart have been doing an amazing job and really hammering away at the logistics piece. Also, Rob Saunders has been heavily leaned on to lead the way for all of the online pieces. He appreciates Rob's creativity, innovation, and dedication to support our students and teachers.

SUPERINTENDENT'S REPORT

- Director Durrant has been doing great outreach with our buildings to find out how we are connecting with kids and how it's going. Last week there were 474 students that we had failed to contact somehow. The administrators and teachers are working hard to locate them. As of today, we are at 55 students in the district that we have not contacted. Our educators are making those connections – it has been inspiring!
- The district is using *Google Meet* as our meeting platform. It is safe and controllable for our teachers and a safe learning environment for our students. We have had 1,191 unique meets

happen across the district. We have served 9,547 participants in those meets and 1,041 TRSD students have been able to login to a classroom-style meet since we have started this. We are making some great strides and doing great things to accommodate distance learning!

- Update on the Illinois Valley HS and Hidden Valley HS seismic retrofits – Lisa Cross has been running point with our contractors. As of today, Ausland has completed all the background checks for the employees on site. Ausland has implemented the contractor national guidelines for educating employees and preventing the spread of COVID-19. We have received bids and ordered bleachers for both sites. The new bleachers are scheduled to be installed on August 14th at Hidden Valley and August 21st at Illinois Valley. They have done a hazmat assessment of both buildings and both came back non-detect, which means there is no asbestos to deal with. With the closure of the school until the end of the year we are ahead of schedule. Bruce Reece and Brian Miller are coordinating the efforts.
- He asked each of the directors to report on some specialized things going on in each of their departments:
 - Casey Alderson – We have been working with both bargaining groups on MOA's. It has been a great experience with both groups. Union leadership on both sides has been real positive in looking at how we can best serve kids in this unique environment and working conditions changing. We have one agreement in place right now with the classified group, and with the licensed we just wrapped up yesterday and will be finalizing it tomorrow morning. Both groups are fully on board to do whatever it takes to meet the needs of kids and provide the best experience for them following all of the consistent changes we are getting from ODE and the Governor's office.
 - Lisa Cross – Provided a budget update to let them know what we're doing now and how we plan to move forward during this unprecedented time. They have been attending numerous webinars and committee meetings to get up to date information. It also provides a great network for school districts and the questions we all have. We will keep the same Budget Meeting date of May 20th. We will be using the most recent State School Fund estimate for the proposed budget. While we know it will be something different, there's no evidence that the state is going to be able to provide any definitive changes until probably after July 1st. The district needs to plan for contingency scenarios and be prepared to be flexible.
 - Rob Saunders – The Food Service has had consistent increases in our participation from when we opened the grab and go on March 16th until we added in the deliveries. To date we have served almost 140,000 breakfasts and 140,000 lunches. That is reaching 1,383 students. We are hoping to get that number up closer to 3,000. Their goal is to serve our students and our community. He gave a shout out to our food service employees. They are doing a tremendous job and working hard every day and making a huge impact!
 - Jessica Durrant – The district is still working in partnership with AllCare Health and the Josephine County Food Bank and we are handing out 115 boxes of non-perishable food every Friday. That takes place at Evergreen Elementary, Manzanita, Fruitdale and Williams. The principals are getting the food to their sites, putting together the food bags with volunteers from their staff and then handing them out every Friday and they are all gone. We are really thankful for our community partners. She believes Josephine County Youth Foundation will help pick up the tab for the month of May so we can continue the program through the month of May as well every Friday at those four sites.
 - Rob Saunders also commented on the outdoor wi-fi. There has been a huge shift to leveraging digital tools in distance learning for all. One component to that is that we have deployed outdoor wi-fi access points. We have nine sites with those devices: Hidden Valley, Lincoln Savage, Fruitdale, Fleming, Ft. Vannoy, North Valley, Evergreen, Lorna Byrne and Illinois Valley. We have posted on our website maps that show where it's best to park and put together some flyers to have available on site to see how they get online. We are excited to be able to offer that to our community and our students.

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 – April 2020
- Athletic Coaches – April 2020
- Grant request (1)
- Draft Minutes of previous meetings:
 - Board Work Session – February 5, 2020
 - Board Regular Session – February 19, 2020
 - Board Regular Session – March 11, 2020
 - Board Special Session – March 19, 2020
- Mr. Kelly made a motion to approve the Consent Agenda. Ms. Johnstun seconded the motion. A roll call vote was taken, and the motion passed unanimously.

COMMUNITY COMMENTS

- There were none received.

ACTION ITEMS

- **2020-2021 Student Calendar**
 - Superintendent Valenzuela stated that the 2020-2021 calendar reflects the change to a four-day school week. He noted that the first day of school is August 31st, which is not-traditional for our district – we usually start the day after Labor Day. There are 148 instructional days in this calendar but wanted to note the protected consecutive instructional days that the calendar represents. The traditional calendar had conferences, clerical days and other interruptions – this calendar really provides solid blocks of instruction in those four days. We believe it provides quite a bit more consistency as it relates to the everyday instruction to our students for next year. Mr. Alderson has done a great job of putting this in front of the union groups and we have been having conversations with our administrators to get to this point where we have this calendar that is presented to the board. It is his recommendation that the board approves and adopts this calendar for the 2020-21 school year.
 - Mr. York made a motion to approve the 2020-2021 student calendar. Mr. Kelly seconded the motion. There was some discussion by the board sharing that the calendar supports their vision. A roll call vote was taken, and the motion passed unanimously.
- **Teacher Appreciation Week Resolution – May 4-8, 2020**
 - Superintendent Valenzuela expressed that he was excited to read the proclamation. We have been thinking a lot about this as we witness the incredible efforts from our educators in Three Rivers School District and the way that they have gone the extra mile. Mr. Valenzuela read the resolution.
 - Mr. Kelly made a motion to approve the resolution proclaiming May 4-8, 2020 Teacher Appreciation Week. Mr. York seconded the motion. A roll call vote was taken, and the motion passed unanimously.
- **Food Service RFP Recommendation**
 - District Accountant Lisa Cross explained that the Food Service RFP Committee reviewed the proposals. There were six members on the committee and their recommendation to the board was for Chartwell's as the successful bidder and move forward with the negotiation of the contract. The district did receive three proposals and the committee did not chose the least expensive proposal, but they chose the one they felt would be most responsive to the school district's needs. By approving Chartwell's as the food service management company, the board is aware that there would be a food service subsidy out of general fund next year. Moving towards getting rid of that they have a five-year plan. Mr. Saunders shared information on their site visits to check on the food service processes and quality of food. There were some questions and discussion by board members.
 - Ms. Dwyer made a motion to approve Chartwell's as the district's food service management company beginning next year. Mr. Kelly seconded the motion. There was no further discussion. A roll call vote was taken, and the motion passed unanimously.

- **Student Transportation RFP Recommendation**
 - Ms. Cross stated that the committee reviewed the proposals and is recommending First Student to award the bid to. If the bid is awarded, they will move forward with negotiating the contract and bring it back to the board for final approval. She noted that the district did receive a protest on the intent to award. The protest did not meet the criteria of the ORS. It does not change the committee's choice at all.
 - Mr. York made a motion to approve First Student as the district's student transportation company. Ms. Dwyer seconded the motion. There was no discussion. A roll call vote was taken, and the motion passed unanimously

- **Resolution (#12) Supplemental Budget**
 - Ms. Cross explained that the district received an updated State School Fund estimate for this school year and it included an additional \$1.3 million in revenue. Those additional dollars came from the 92 ADMw increase this year. The state funding ratio went up by 1.2%. We had an increase in our teacher experience. The funds have to be appropriated before we can spend it. She explained where the funds are to be appropriated.
 - Mr. Kelly made a motion to approve resolution (#12) to recognize and appropriate additional funds. Ms. Dwyer seconded the motion. There was some discussion. A roll call vote was taken, and the motion passed unanimously

- **403(b) Retirement Plan Document – Restated 4/15/20**
 - Ms. Cross explained the IRS came down with some changes to 403(b) plans that we are required to amend that initiated this 403(b) plan change. It also includes the section for non-elective employer contributions.
 - Mr. York made a motion to approve the 403(b) Retirement Plan document. Ms. Dwyer seconded the motion. There was no discussion. A roll call vote was taken, and the motion passed unanimously.

- **Apple Lease Purchase Agreement**
 - Ms. Cross stated that Rob Saunders is looking to purchase 230 MacBook Air computers for staff that support classroom instruction. The district made the final lease purchase agreement payment on the 700 computers in August of 2019. This first payment for this lease will be due July 1st. By purchasing the new MacBook Air's there is a zero percent interest rate. They also hold their value for a much longer time.
 - Mr. Kelly asked Mr. Saunders to respond about the planned implementation.
 - Mr. Kelly made a motion to approve the Apple Lease purchase agreement. Ms. Johnstun seconded the motion. There was no further discussion. A roll call vote was taken, and the motion passed unanimously

SUGGESTED FUTURE AGENDA ITEMS

- Mr. Kelly would like to see updates like the number of kids per building/per class that are actually being engaged. How many kids are continuing their education?

FUTURE MEETING DATES

- Budget Committee Meeting, Wednesday, May 20, 2020 at 4:30 p.m. – VIRTUAL
- Board Regular Session, Wednesday, May 20, 2020 at 6:00 p.m. - VIRTUAL

ADJOURNMENT

Board Chair Halsted adjourned the meeting at 5:00 p.m.

Rich Halsted
Chairperson of the Board

Dave Valenzuela
Superintendent-Clerk

DRAFT