

Three Rivers School Board of Directors met for a regular session, Monday, May 21, 2012 at the District Administrative Office, 8550 New Hope Road, Grants Pass, Josephine County, Oregon at 7:00 p.m.

PRESENT: Ron Lengwin, Chairperson of the Board, Zone V PRESENT
Bob Litak, Member of the Board, Zone I
Jadd Horban, Member of the Board, Zone II
Ron Crume, Member of the Board, Zone IV
Debbie Breckner, Director of Human Resources
Doug Ely, Director of Student Services
Peter Maluk, Director of Elementary Education

ABSENT: Leslie Meier, Vice-Chairperson of the Board, Zone III ABSENT

Also Present: Kathie Hill/Ft. Vannoy Principal, Devon Dorn, Lisa Cross/District ACCOUNTANT, Patti Richter/The Daily Courier, Dave Marks Ric ALSO PRESENT
Ross, Patricia Krauss, Sally Clements, Kim DeForest, Michael
Morris/Sodexo, Steve Jones, Jim Kriz, Stephanie Allen/
Applegate & Williams Principal, Jim Bunge/Aramark, Dave
Valenzuela/Evergreen Elementary Principal and Shelly Quick/
Recording Secretary.

Board Chair Ron Lengwin called the meeting to order at 6:55 PM and led the audience in the Pledge of Allegiance. CALL TO ORDER

Superintendent Huber-Kantola shared some data regarding the outstanding academic performance by the student athletes in our district. He explained that the OSAA Dairy Farmers Academic All State awards is a state ranking of the top ten high schools in a division such as 4A, 5A and 6A and how they do academically. One or more of our high schools were ranked in the top ten GPA in the state for following activities: Football (1st), Volleyball (6th & 7th), Boys Cross County (2nd), Boys Soccer (2nd), Boys Basketball (6th), Wrestling (2nd & 3rd), Cheerleading (1st), Baseball (4th), Softball (2nd), Boys Track (5th), Choir (3rd) and Speech (8th). US News and World Reports ranks high schools and awards medals to deserving schools (gold, silver and bronze). Our district had three high schools rated as bronze medal winners: Illinois Valley High School, North Valley High School and Hidden Valley High School. We were the only three high schools in Josephine County that received awards. SUPERINTENDENT'S REPORT

Superintendent Huber-Kantola provided an update on Proficiency Based Learning (PBL). The meetings at schools are starting, including parent communication about the shift. There has also been very positive feedback from teachers specifically centered around the collaboration piece.

Superintendent Huber-Kantola then provided an update regarding the open administrative and supervisory positions. The North Valley Assistant Principal position has been reposted and interviews are scheduled for May 31st. The Evergreen Elementary Principal position is posted and interviews will take place the end of May as well. The Supervisor of Maintenance position will be posted tomorrow. Director Breckner added that there will be another math teacher opening and some special education openings.

SUPERINTENDENT'S REPORT (CONTINUED) Superintendent Huber-Kantola reported that our district operates several sewage treatment plants. We have our own facilities at Hidden Valley High School, North Valley High School and Fleming Middle School. The facilities are old and Fleming and North Valley are unique in that the North Valley sewage plant not only treats North Valley, but also services ODOT—the rest area on Highway 5. The facility at Fleming also services Manzanita Elementary as well as the entire industrial park located on Monument Drive. Currently we do not have an inter-governmental agreement with the County to operate the sewage treatment plant. It expired back in the mid-nineties, but they continue to pay us for the sewage that comes in. The issue we are having is that the rates will likely have to change because the system is over thirty years old and we are going to eventually have to replace the sewage treatment plant. He is working with Simon Hare from the Commissioners office and some other folks. There is a proposal in the North Valley area to do a sewage district, which would include Paradise Ranch and others. They are looking into what it would cost to switch over from the district doing the sewage treatment to the sewage district doing the sewage treatment and then we could simply hook into them and pay a service fee like other entities do. We are trying to find out what the potential cost is for that and how it compares to the cost that we have already to operate our own system. In the near future we will have an opportunity to discuss sewage options in the North Valley area.

FINANCIAL REPORTS District Accountant Lisa Cross reported that since the last board meeting she has received eight different estimates from the State covering a three year period. The district's ending fund balance is estimated to be \$1.86 million which is where we had anticipated back at the beginning of the year. The final for fiscal year 2010-11 is complete and we were paid on May 15th. We have also been paid our last payment for this year. The only new estimates we may receive would be for next year.

CONSENT AGENDA Superintendent Huber-Kantola noted that there was one additional out-of-state travel request that was not in the packet, which is for an additional Illinois Valley High School student to attend the National Skills USA National competition and receive the \$300 funding from the district along with the seven students that qualified from North Valley.

APPROVED Member Litak moved to approve the Consent Agenda with the additional out-of-state travel request. Member Horban seconded and the motion passed unanimously.

COMMUNITY COMMENTS Fort Vannoy Principal Kathie Hill thanked the Board for approving the travel request for teacher Jim Kriz to attend the Kagan learning Institute this summer.

NORTH VALLEY EXERCISE EQUIPMENT Superintendent Huber-Kantola read two responses to follow up on the status of the North Valley Exercise Equipment. The first was from North Valley Student Body President Ryan Melnychuk, and the other was from North Valley Principal Jeff Weiss. Both stated that the equipment will be going to the Grants Pass City Parks and Recreation Department. The City will be picking up the equipment and moving it to the All-Sports Park. The North Valley High School leadership class thanked the Board for its guidance and support on their mission to find an appropriate home for the equipment.

SECOND READING— POLICY EBB Superintendent Huber-Kantola presented policy EBB—*Integrated Pest Management* for the second reading. There were no changes made since the first reading. The policy is straight out of the statutes. Member Litak made a motion to approve policy EBB. Member Crume seconded and the motion passed unanimously.

APPROVED

VOLUNTEER BACKGROUND CHECK GUIDELINES Human Resources Director Debbie Breckner stated this was being brought up to follow-up with the request from the Board earlier in the year regarding standards for background checks and standards for hiring. Currently if you have any crime against a person you are prohibited from volunteering either as a coach or as an overnight

chaperone. You are still able to be a parent volunteer in a child’s classroom, but in terms of being alone with other children—if you have any crime against a person you are prohibited from doing so. There were a couple of instances where there were folks who are now adults and were prosecuted and convicted when they were 18-20 years old. We don’t have any review period, nor any criteria against which to review any mitigating circumstances for any person. In talking to other school districts in Southern Oregon about what they did with their volunteers, Eagle Point was the only district she could find that had written guidelines in terms of what might be or not be acceptable. The forms presented in the packet is the information that is given to administrators in Eagle Point School District to guide as well as the Volunteer Request Form that they complete and is submitted to Human Resources for review and approval.

VOLUNTEER
BACKGROUND CHECK
GUIDELINES

Now that we are doing volunteer background checks on every person that is an overnight chaperone and every coach that is not a paid staff member, we are doing approximately 25 -30 a week. The volume necessitates some sort of written standard. The example brought forward in the packet is intended as a starting point.

Member Litak would like to see something very clear. He feels the one presented was not real clear. His concern is that if there are 25 requests a week and two or three have something on them, it could consume a lot of time for the staff to deal with. Member Litak would like to see something other than what we have that is a little more flexible without being an overwhelming task.

Director Breckner would like to see extenuating circumstances considered. Should the length of time since it happened a consideration? Superintendent Huber-Kantola gave an example and asked if you should be banned for life if you had a ‘mess-up’ when you were 18 years old?

Members Litak and Horban agreed they would like Director Breckner to move forward but be more explicit. The item was tabled and will be revisited in June.

Director Breckner stated that as per the USDA the district can’t charge two rates for a reimbursable meal. In the past we have charged less for a paid meal than what we are reimbursed for a free and reduced meal. The USDA states that the price the district charges has to be equal to the amount that the district is being reimbursed, To comply the meal prices need to be increased for next school year. The meal charges for next year are proposed to be:

SCHOOL MEAL
PRICES INCREASE

- Breakfast:
 - ⇒ Elementary \$1.10
 - ⇒ Middle School \$1.10
 - ⇒ High School \$1.10
- Lunch:
 - ⇒ Elementary \$2.00
 - ⇒ Middle School \$2.25
 - ⇒ High School \$2.50

Member Litak moved to approve the proposed meal prices. Member Horban seconded.

Member Litak asked how the Food Service program is doing over-all financially? Michael Morris responded that it is about even right now.

APPROVED

Board Chair Lengwin called for a vote and the motion passed unanimously.

Resolutions #03, #05 and #06 were presented by Ms. Cross to transfer contingency funds for students to attend the following National Competitions at \$300 per student as per board

RESOLUTIONS—
NATIONAL
COMPETITIONS

RESOLUTIONS—
NATIONAL COMPETITIONS

policy:

- Resolution #03: FBLA National Conference—13 students (11 Hidden Valley and 2 North Valley)
- Resolution #05: National Forensics Conference—4 students (North Valley)
- Resolution #06: SkillsUSA National Conference—7 students (North Valley)

APPROVED

Member Horban moved to approve resolutions #03, #05 and #06 to transfer contingency funds. Member Crume seconded and the motion passed unanimously.

PER DIEM MEAL RATE

Ms. Cross stated that the Business Office was asked to increase the per diem rate that is paid to employees when they go on overnight travel for expenses. She did some research and the district is currently paying \$34.00 for a full day of meals and the IRS maximum allowable rate is \$46.00. The information was given to the administrative team and they felt that half of the difference—a \$6.00 increase would be reasonable. Ms. Cross requested that the per diem rate be increased \$6.00 a day to become \$40.00. The rate has not changed since before 2003.

Member Litak commented that it seems pretty reasonable but the timing is not good with all of the financial issues the district is dealing with.

Member Horban agreed that the timing is not good right now.

NOT APPROVED

There was no motion to approve.

FIRST READING—
POLICY DJ

Ms. Cross brought forward revised policy DJ—*District Purchasing* for the first reading. Ms. Cross explained that last year her duties as well as the superintendent's were reallocated and she does a lot of the approving of purchase orders. The policy currently in place allows for a facsimile signature for the superintendent, and she then initials it. It would be much more appropriate if they allowed for her to sign her name instead of using his stamp and initials. There are ORS's that allow the Board to have the superintendent designate someone for contract purchasing - meaning purchase orders, check requests and accounts payable items. We currently have the *Internal Controls* in place which are brought before the Board every year and if this policy revision is approved the specific designation will be added.

There was discussion regarding various aspects of the change, and questions about the approval process in general. The Board requested the item be tabled to be given more time to review and understand. The policy will be brought forward for the second reading and further discussion at the June meeting.

FIRST READING—
POLICY DBE

Ms. Cross brought forward a draft for a new Budget Committee Policy (DBE). The Board will need to decide if they want to designate a Budget Committee Member as a position number or by zone number. The ORS' only requirement is that it be called a position number, they do not have to be appointed by zone. Superintendent Huber-Kantola explained that someone from Grants Pass could not serve on the Budget Committee—they have to live within the district. The Board will need to make a decision on having positions district-wide or designated by zone. There is currently no district policy in place for this.

Member Crume feels that it should not be zone-specific. It works well for Board members representing zones for the schools that are in that zone, but there may be two people well-suited for the Budget Committee that live in the same area and the best interest is the district—not just one school.

Member Litak stated that he is sympathetic to that point of view, and would like to get

the best people. On the other hand he could foresee circumstances in which you wouldn't have equal representation and that could be an issue. If there was something proposed in the budget for one attendance area, like a school closure, and all of the members except for one were from the same general area and not from that attendance area, it could end up not being fair.

FIRST READING—
POLICY DBE

Member Horban agreed with both sides and thought a proposed solution was to designate the position as zone specific at first, but then become open if nobody applies from that zone.

Ms. Cross agreed with Member Horban and noted that if we would have been is a zone-specific position this year we would have been left with a vacant spot.

It was suggested that if we move to zone-specific members the current members be grandfathered in until the end of their term.

Ms. Cross presented Resolution (#07) to Accept Additional State School Funds and Authorize Expenditures. She explained that this resolution is just a matter of paperwork. Back when the budget was adopted last year for this year it was made with a seven-day reduction. On July 1st we received a new state school fund forecast that gave us more money and the calendar was made with a six-day cut. This resolution appropriates the extra dollars that were received.

RESOLUTION (#07) TO
ADOPT ADDITIONAL
STATE SCHOOL FUNDS

Member Crume moved to approve Resolution (#07) to *Accept Additional State School Funds and Authorize Expenditures*. Member Horban seconded and the motion passed unanimously.

APPROVED

Jim Bunge stated he had nothing to add to Dave Bracken's written Maintenance Report.

MAINTENANCE REPORT

Michael Morris stated he had nothing to add to his written report and asked if there were any questions?

FOOD SERVICE REPORT

Member Crume expressed his concern regarding the approval of the North Valley coaches on the Consent Agenda. There will be a new principal coming to the school as well as an Athletic Director. There are two or three areas that are questionable. Member Crume asked if some of the coaching positions can still be changed if needed or if the new administrators choose to do so?

OTHER

Superintendent Huber-Kantola responded that it would take Board action to make changes.

ADJOURN

Adjourn at 7:50 PM

Ron Lengwin
Chairperson of the Board

Dan Huber-Kantola
Superintendent-Clerk