



**The Valley School of Southern Oregon**  
857 Valley View Dr. Medford, OR 97504

**Agenda and Minutes**

Date and Time: February 14, 2024 - 5.00p to 6.30p

Location: The Valley School or Join Zoom Meeting

Join Zoom Meeting <https://us02web.zoom.us/j/85955229508> Meeting ID: 859 5522 9508

**BOARD MEMBERS:** Rainy Tilton, Kaitie Warner, Matt Whitmer, Dan Akita, Amy Maukonen, Kim Parkerson, Stacy Fields

**STAFF:** Lily Reishman, Academic Director - Kris Von Wald, Executive Director

**MISSION OF THE BOARD:** *Provide direction and leadership for The Valley School by shaping the vision, mission and goals, by developing a series of policies and frameworks for how the school runs, by establishing good working relationships with the director, staff and community, and by supervising and protecting the fiscal interest of the school to assure that our mission is sustainable.*

**MISSION OF THE VALLEY SCHOOL:** *The Valley School changes middle schoolers' lives by fostering a culture of curiosity, creativity, and community.*

**ATTENDANCE**

**Present:** Rainy Tilton, Kaitie Warner, Amy Maukonen, Kim Parkerson, Stacy Fields

**Absent:** Matt Whitmer, Dan Akita

**Staff - Present:** Lily Reishman, Kris Von Wald

**ESTABLISH QUORUM:** Yes

**GUESTS:** Jared Doshier, Autumn Doshier

**PURPOSE:** This meeting will focus on the new building project and continue to evolve the strategic planning process.

**AGENDA:**

Time	Item	Item Owner /Presenter	Purpose
5.00p	Call to Order and Roll Call	Rainy	Connect
	Consent to Agenda	Rainy	Decision

	Approve Minutes of past meeting: January 10, 2023	Rainy	Decision
	Information and Announcements:  Academic Director Update 2024 – 2025 School Year Annual Calendar for approval	Lily	Information Decision
	Content item 1: Board Roles, Responsibilities, Positions and Process	Kris and Rainy	Information Decision
	Content item 2: Finance Committee Report Allocation of Resources	Matt	Discussion Decision
	Content item 3: Building / Facilities Update	Kris	Discussion Decision
	Public Comment	Rainy	Discussion
6.30p	Adjourn	Rainy	Decision

**ADOPTION OF AGENDA:** Kris briefly described the need for strategic guidance from the Board to consider the current status of the Strategic Plan and possibilities to consider in order to approve the plan and prepare a budget before the end of the year. Because this agenda is full and there is a desire to end by 6 pm, she requested the Board convene a Special Meeting to discuss the strategic questions. That meeting will be February 28, 2024 at 5 pm. With this process request, Stacy made a motion to approve the agenda; Amy seconded – Agenda Approved

**MINUTES TO APPROVE:** Minutes of the 1.10.2023 meeting were submitted for review and approval. Kaitie made a motion to approve the minutes; Stacy seconded – Minutes approved.

**INFORMATION AND ANNOUNCEMENTS:** Academic Director Update was reviewed and the document is in the folder (and attached)

MSD annual visit was held on January 25, 2024, which was informal and productive. Ron Havinear from the District accompanied Jeanne Grazioli and the notes of the visit are attached.

2024 – 2025 School Year Annual Calendar was submitted for approval. Discussion by board about the reasons for changes from this calendar year. Why only 1 week for spring break? (Discussion: It is shown that teachers can avoid burnout by getting a longer break in the spring. It was also the intent to move toward year-round school by starting earlier and

having longer mid-year breaks. What are the comparisons for instruction days? The proposed calendar aligns more with MSD instructional days. Why shorter student orientation? Some input suggested material had been repeated the following week so it felt like only 1 day of student orientation was enough. Have parents been consulted? No, but parent input has been sought in other focus group conversations. Board did not feel they could vote to approve the schedule and asked for more information and clarification to be brought back to the next meeting.

Content Item 1: Board roles, responsibilities, positions and process – see attached Board Job Description and Committee Structure Documents – for information and decision.

Questions about where decisions are made and what process is in place for decisions were raised in light of the request for additional math resources made to the Finance Committee and tabled by the Board at the last meeting. Roles of the Finance Committee are clarified in the attached, and it was noted that when a request of this nature comes before a committee, there should be a discussion about when it becomes a full board decision. In this case, the request for allocation of resource was not denied but the committee requested other options be explored before going to the Board.

Kris made a request for a Fundraising Committee to oversee the fundraising requirements for the school. This will be a committee that will be convened when the new Board is formed in May.

Kris also stated (again) that the role of Secretary has to be filled and requested Board members consider whether they can act in that capacity.

Content Item 2: Finance Committee Report – Full financial reports were submitted as reviewed by the Finance Committee. Noted is that the operating finances are separate from the construction finances. We are expecting to see a net asset surplus at the end of the year, with cash in the bank, and a cash reserve policy should be considered to ensure a safety net for unforeseen expenses or delays in payments from the State. Kris will construct a reserves policy for consideration by the Board.

A request for review of the allocation of resources for math was presented to the Finance Committee again, and brought to the Board for consideration. Process questions were reviewed as described above, and it was determined that the question is really one of a change in job description not resource allocation. That questions will be taken up in Executive Session.

**Content Item 3:** Building / Facilities Update – The building subcommittee reviewed the request for a change order to complete the construction of the kitchen even if the funds are not available to purchase all the equipment. There conclusion was son long as the Finance Committee considered the financial impact they could support the change request. Kaitie made a motion to approve Change Request #5 to complete the construction of the kitchen; Rainy seconded – Motion approved.

**Public Comment:** Will members of the public be able to attend the Special Meeting? Yes.

**Executive Session:** The consideration of the reallocation of Lily’s job duties to exclude math instruction was approved, along with allocation of additional resources for someone to do math instruction.

Also considered and approved was continued allocation of additional time for Kris to complete the additional duties of project management of the building and finalizing the strategic plan.

**DATE OF NEXT MEETING:** Special Meeting: February 28, 2023, 5.00pm to 6.30p  
Regular Meeting: March 13, 2023, 5.00p to 6.30p

**ADJOURNMENT:** 6.05 pm

**February 14**

**Academic Director Report**

**ADA Compliance –**

In going through some of the initial CRC Coordinator Trainings with ODE, came across information about an ADA or Title II Coordinator. This is only applicable for public entities that have 50 or more employees, so exempting us out of that coordinator piece, while still requiring ADA compliance. I reached out to the district about a potential ADA "audit", and was directed to Ron Havnier. (Kris—>)

**SY Calendar -**

More aligned with the MSD calendar – easier for families and planning/ scheduling. Was shared out with staff for input (no responses received, except for one staff member asking for longer new student orientation). Will need board approval before we can distribute to families.

**Lottery –**

Update in Enrollment processes per MSD in re: students with IEPs

Date: January 26, 2024

To: Lily Reishman, Kris Von Wald

From: Jeanne Grazioli

Re: The Valley School (TVS) Annual Review

An annual site visit occurred on January 25, 2024. We thoroughly enjoyed the visit with both of you.

Positive highlights included:

- A successful transition with new leadership
- Upgrades to the facility with a new building opening in April
- A stronger emphasis on proficiency-based grading practices
- Strategic planning with a focus on long term financial stability and updated organizational structure
- The exciting curriculum work with Occupations in Practical Life (OPL)

Challenges discussed:

- Meeting all of the same requirements of public schools
- Funding
- Facility space

TVS has completed all compliance items in a timely manner. Medford School District is thankful for our continued partnership and look forward to hearing more about your updated strategic plan and vision for the future!