



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

Agenda and Minutes

Date and Time: October 11, 2023 - 5.00p to 6.00p

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, Jeff Lynn, Kaitie Warner, Matt Whitmer, Dan Akita, Amy Maukonen, Kim Parkerson

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: Jeff Lynn, Kim Parkerson, Amy Maukonen, Dan Akita

Absent: Rainy Tilton, Kaitie Warner, Matt Whitmer

Staff - Present: Kris Von Wald

ESTABLISH QUORUM:

GUESTS:

PURPOSE: Because the September meeting was not quorate, this is the first full, regular meeting of the Board for the 2023-2024 school year. New Board members will be welcomed and the Board will discuss the strategic planning process.

AGENDA:

Time	Item	Item Owner /Presenter	Purpose
5.00p	Call to Order and Roll Call Welcome New Board Members: Dan Akita, Amy Maukonen, Kim Parkerson	Kris	Connect

	Consent to Agenda	Kris	Decision
	Approve Minutes of past meetings: June 2023 Special meeting July 2023 August 2023 Special meeting September 19, 2023	Kris	Decision
	Content item 1: Board Members Resignation	Kris	Information
	Content item 2: Board Member Appointment	Kris	Decision
	Content item 3: Finance Committee Report	Kris	Information
	Content item 4: Strategic Planning Process Timeline and Participation	Kris	Discussion and Decision
	Public Comment	Kris	Discussion
6.00p	Adjourn	Kris	Decision

Information and Announcements:

Academic Director Update from Lily

ADOPTION OF AGENDA: With the addition of one additional Board Member Resignation and a discussion about the new building, the agenda was adopted.

MINUTES TO APPROVE: Jeff made a motion to approve minutes of previous meetings; motion was seconded by Kim. All voted aye and the following minutes of previous meetings were approved:

June 2023

Special Meeting July 2023

August 2023

Special Meeting September 2023

Content Item 1: Board Member Resignation

From: **Robyn Colburn** <robyn.colburn@thevalleyschool.k12.or.us>

Date: Tue, Sep 26, 2023 at 10:04 PM

Subject: Board Resignation

To: <lily.reishman@thevalleyschool.k12.or.us>

I am writing to formally resign from my position on The Valley School Board, effective 09/26/2023. This decision has not been made lightly and comes after carefully considering my personal and professional commitments.

I have enjoyed serving on the School Board and appreciate the opportunities and experiences it has provided. I have learned a great deal and am proud of my contributions to the school community. However, I must leave this role now due to my new position at a new Middle School.

I want to express my gratitude to the School Board and all those with whom I have had the privilege to work during my tenure. I have been fortunate to be part of a dedicated and passionate team that strives to improve our schools.

Thank you for understanding my decision, and I hope The Valley School Board continues to thrive in the future.

Sincerely,
Robyn Colburn

The Board thanks Robyn for her willingness to serve as a Valley School Board members.

In addition, Jeff Lynn announced his desire to stand down now that new Board members had been appointed. This will be his last meeting.

The Board expressed thanks to Jeff for his contribution over the years, providing historical context to Board discussions, and leadership to the Finance Committee. Matt has said he will be able to serve as chair of the Finance Committee but will want to step down at the annual meeting in May. Members of the Board will need to be added to the Finance Committee.

Content Item 2: Board Member Appointment

TVS Parent Stacy Fields applied for consideration to be a Board member and her application is attached.

Proposals for Board Decision:

Confirm the appointment of Stacy Fields as a Board member-at-large to serve until the Annual Meeting in May 2024.

Amy made a motion to appoint Stacy Fields; Dan seconded the motion. All voted aye and the motion passed.

Content Item 3: Finance Committee Report - See attached

Suggestion to present the budget without periodic expenses so that the actual monthly running costs are clear and reflect where current ODE funding (ADM) covers regular costs.

Discussion about additional building expenses, including the need to prioritize expenses within available budget. Also discussed possible funding sources to cover the costs of kitchen equipment, additional wall (for kitchen) and HVAC and electrical upgrade for existing buildings. Total additional, unplanned expenses are around \$50,000 for the new building, \$50,000 for kitchen equipment for new building, and \$31,000 for existing building facilities upgrade. For next month's review, the full building budget will be included.

One of the additional expenses is to add additional hours for Kris to do the strategic planning process and new building project management. Kris requested the addition of 10 hours per week (from 20 to 30 hours per week) for four months (October through January) which results in an additional salary expense of about \$7,000. Other salary expenses will be considered to align with the strategic plan as it is created.

Proposals for Board Decision:

Confirm the addition of 10 hours per week for Kris for 4 months (October through January).

Kim made a motion to approve the additional hours; Amy seconded the motion. All voted aye and the motion passed.

Content item 4: Strategic Planning Process Timeline and Participation

This item was tabled for next meeting, though a request for Board participation will be emailed out next week.

Public Comment: None

DATE OF NEXT MEETING: November 8, 2023, 5.00p to 6.00p

ADJOURNMENT: 6:05 pm