



The Valley School of Southern Oregon
857 Valley View Dr. Medford, OR 97504 thevalleyschool.k12.or.us

Minutes

Time and Location: June 12, 2023 5:30PM
Location: The Valley School or Join Zoom Meeting
<https://us02web.zoom.us/j/5887378971>
Meeting ID: 588 737 8971

Board members: Rainy Tilton, Jeff Lynn, Kaitie Warner, Lily Reishman, Matt Whitmer, Robyn Colburn

STAFF: Jeanetta Woodside - Co-Director , Amy Maukonen - Co-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: Jeff Lynn, Kaitie Warner, Lily Reishman, Matt Whitmer, Roby Colburn

ADOPTION OF AGENDA

Kaitie motions to adopt the agenda. Lily seconds. All in favor

PUBLIC COMMENT

No Public Comment

BUSINESS ITEMS

- **Board Calendar for 2023-2024 School Year** (Lily)

Lily requested the board move our meetings from Mondays to Wednesdays. It was suggested that the board hold a meet and greet initial meeting in August to discuss board recruitment, roles and duties for the 2023-2024 school year.

- **Budget Approval** (Jeanetta)

Jeanetta presented the budget included in the board packet, recognizing that there may need to be adjustments if the legislature grants the high school funding amount. Robyn motions to approve the budget. Jeff seconds. The budget is approved

- **Approval of Minutes**

- 5/15/2023

Matt motions to approve the minutes. Kaitie seconds. Minutes approved.

- **Executive Director Contract** (Kaitie)

Kaitie announced that Kris has accepted her contract as Executive Director and will be coordinating a start date and time to shadow with Jeanetta.

- **Policy** (Jeanetta)

- [IIBGA Electronic Communication First Read Through](#)
- [IIBGA R-Electronic Communication First Read Through](#)

- **Renewal of Board Members & Terms**

Rainy Tilton would like to remain on the board, but step down as Chair. Jeff Lynn will continue to serve as treasurer until we can find a replacement

Kaitie Warner will renew her term and serve as interim chair for the next two meetings until we have a direction for board leadership.

Katie motions to approve the above terms, Robyn seconds. All in favor

- **Purchases for the end of 2022-2023 school year**

Since TVS' net income is substantially over budget for the 22-23 school year, Jeanetta suggested we make the following large purchases out of this fiscal budget. Kaitie motions, Jeff seconds. All in favor

- Touchboards \$2500
- Chromebooks \$8000
- Stemscoptes \$5000
- Staff Computers \$3000

The Valley School of Southern Oregon Profit & Loss Budget vs. Actual

July 2022 through June 2023

| | Jul '22 - Jun 23 | Budget | \$ Over Budget | % of Budget |
|--------------------------------|---------------------|---------------------|--------------------|-----------------|
| ▼ Ordinary Income/Expense | | | | |
| ▼ Income | | | | |
| ▶ Revenue from Local Sour... | 71,385.97 | 75,500.00 | -4,114.03 | 94.6% |
| ▶ Revenue From State Sour... ▶ | 1,213,709.51 ◀ | 1,263,264.22 | -49,554.71 | 96.1% |
| Total Income | <u>1,285,095.48</u> | <u>1,338,764.22</u> | <u>-53,668.74</u> | <u>96%</u> |
| Gross Profit | <u>1,285,095.48</u> | <u>1,338,764.22</u> | <u>-53,668.74</u> | <u>96%</u> |
| ▼ Expense | | | | |
| ▶ 1000 Instruction | 593,828.95 | 632,529.00 | -38,700.05 | 93.9% |
| ▶ 2000 Support Services | 491,754.63 | 696,208.04 | -204,453.41 | 70.6% |
| Total Expense | <u>1,085,583.58</u> | <u>1,328,737.04</u> | <u>-243,153.46</u> | <u>81.7%</u> |
| Net Ordinary Income | <u>199,511.90</u> | <u>10,027.18</u> | <u>189,484.72</u> | <u>1,989.7%</u> |
| Net Income | <u>199,511.90</u> | <u>10,027.18</u> | <u>189,484.72</u> | <u>1,989.7%</u> |

Director Update

- **Multi-purpose Room** (Jeanetta)
Jeanetta updated the board on the most recent construction update. Our project manager has notified us that construction will most likely begin in October. This is substantially later than we had anticipated due to the City's permitting process and the many pre-conditions and testing that needs to happen before permits can be issued.
- **May Financial Review** (Jeanetta)
Jeanetta was not able to present May's financial review due to missing payroll information. Above is a snapshot of the current year to date information.

ADJOURNMENT : 7:30 PM

**Next meeting:
August 30, 2023**