

THREE RIVERS UNION SCHOOL DISTRICT  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING  
JANUARY 9, 2019  
MINUTES

TIME: 6:00 p.m.  
PLACE: 41932 Sierra Drive  
Three Rivers, CA 93271

I. CALL TO ORDER

President Winters called the meeting to order at 6:00 p.m.

II. ESTABLISH QUORUM

BOARD MEMBERS

Present Sue Winters, President  
Mark Frick, Trustee  
Jason Hawes, Clerk  
Peter Mestaz, Trustee  
Anne Pfaff, Trustee

STAFF

Sue Sherwood, Superintendent  
Lynda LeFave, Office Manager  
Katie Rose Warner, Intervention Aide and Secretary to the Board  
Linda Warner, Teacher

OTHER

Community Members:  
Sarah Campe  
John Elliott  
Erin Leedy  
Casey LeFave  
Sam Mason  
Jonny Nesmith

III. APPROVAL OF MINUTES

A. December 12, 2018 - Regular Board Meeting

Trustee Mestaz suggested a correction for the terminology of naming himself and Trustee Pfaff as “Guests” at the December 12 meeting, in which they were sworn-in. President Winters suggested a correction for her title in section VI.A.1.

Motion

A Motion was made by Trustee Pfaff and seconded by Trustee Frick to approve the December 12, 2018, Regular Board Meeting Minutes, with the corrections presented. Motion passed unanimously, with Trustee Hawes abstaining due to absence.

AYES: Trustees Frick, Mestaz, Pfaff, and Winters.

NAYS: No.

ABSTENTIONS: Trustee Hawes.

IV. OLD BUSINESS

A. Motion to Approve Reports for Student Body Accounts

Motion

A Motion was made by Trustee Hawes and seconded by Trustee Mestaz to approve the Reports for Student Body Accounts, for the period ending December 31, 2018, as presented. Motion passed unanimously.

AYES: Trustees Frick, Hawes, Mestaz, Pfaff, and Winters.

NAYS: None.

ABSTENTIONS: None.

1. Update on Box Tops Contest and Canned Food Drive

Superintendent Sherwood reported first grade won the Box Top drive and eighth grade won the canned food drive. **\*Correction, 6th grade won Box Top Drive**

B. Report on TRUS Community Recreation Program

1. Review Minutes

2. Motion to Approve Financial Report

Motion

A Motion was made by Trustee Frick and seconded by Trustee Hawes to approve the TRUS Community Recreation Program Financial Report, for the period ending December 31, 2018, as presented. Motion passed unanimously.

AYES: Trustees Frick, Hawes, Mestaz, Pfaff, and Winters.

NAYS: None.

ABSTENTIONS: None.

3. Update on Current Activities

The Recreation Committee recently decided to raise the activity fee from \$10.00 to \$15.00. Rec Committee member Jonny Nesmith reported the committee is considering buying jerseys that can be borrowed and returned by students. Trustee Mestaz asked if local sponsors have been contacted and it was reported that local donors likely feel overwhelmed with their current donations. Katie Warner asked about the results of the survey and Mr. Nesmith reported a 10% return with time barriers and inconsistent coaching as the main setbacks to rec participation.

Superintendent Sherwood reported the Woodlake Recreation Program declined to schedule games with Three Rivers for the basketball season.

C. Report on TRUS Foundation

Superintendent Sherwood reported the foundation is currently working on the upper field renovation costs - specifically surface products for the play structure area. Trustee Hawes questioned the longevity of the different surface options and Superintendent Sherwood will look into the timeline.

D. Report on Eagle Booster Club

EBC President Sam Mason reported the Halloween Carnival raised about \$15,000.00, roughly the same amount as last year. EBC is currently making purchases for the teachers' wish lists and will spend approximately \$500.00 on each classroom. EBC has also agreed to donate money toward the upper field renovation.

E. Continued Discussion Regarding Policy for Use of Fields / Possible Motion

Superintendent Sherwood reported CSBA is currently working on the annual update of the Board Policy. The question was asked of whether to wait for the new policy to be released or make a new policy now. The old policy was reviewed.

Trustee Mestaz asked how the fair rental values were determined and suggested they be updated. It was reported the fair rental values were determined based on other venues in town. Trustee Mestaz also asked about the possibility of waiving fees and Superintendent Sherwood replied it would be a slippery slope and difficult to regulate.

A suggestion was made to possibly reevaluate groups or make the use policy the same as other school facilities. It was generally agreed that consistent and planned usage should be charged.

This discussion was further tabled to allow Superintendent Sherwood to receive the changes from CSBA and ask similarly-sized schools what their fees are.

F. Projects Update

1. Update on Well Replacement

Superintendent Sherwood reported a new tank has been ordered from Tiger Tanks for roughly \$8,000.00. The 10,000 gallon tank should arrive within the next week or so. Willits will charge about \$14,000.00 to install the new tank.

2. Update on Upper Field Renovation

This item was discussed in section IV.C.

G. General Obligation Bond Update

1. Establishment of Oversight Committee

An advertisement has been running in the *Kaweah Commonwealth* for three weeks and information has been posted on the school website. The application deadline is January 15 and only two have been submitted thus far. Community member Sarah Campe suggested reaching out to specific groups that would be able to fill the specific group requirements.

2. Approval of Update Letter from Superintendent to Community

There was a consensus to extend the application deadline to January 30 and applications will be reviewed at the February 6 meeting.

H. Update on Enrollment and Staffing

1. Initial Discussion on Possibilities for Next Year

The projected enrollment for next year is 126 students. Superintendent Sherwood reported different options for the 2019-2020 school year:

- 1) Single-grade classes throughout.
- 2) Have one combination class again without impacting the same students as this year.
- 3) Have two combination classes without impacting the same students as this year.

Superintendent Sherwood reported she has made calls to inquire about providing a homeschool program for students through Three Rivers School in an effort to increase enrollment; however, she has not heard back on those calls.

Trustee Pfaff asked about a possibility of combining with the Woodlake School District. President Winters reported if that were the case, the Woodlake Board could, at some time, vote to close Three Rivers School and require all students be bussed to Woodlake.

Trustee Pfaff also asked about the possibility of becoming a charter school. President Winters reported it is a cumbersome process and didn't gain much for a local school that just transitioned to charter.

2. Continued Discussion on Criteria for Establishing Seniority for Certificated Staff / Possible Motion to Approve Criteria

President Winters reported having spoken to Tulare County Office of Education regarding the criteria. Ultimately, it is up to the board to decide the policy. Within the policy, there is the option to override the hire date of staff in order to better serve the needs of the school.

The board is looking at the Santa Barbara policy as a blueprint. Trustee Frick mentioned this issue will likely be brought up with the Union, so it was suggested to approve the criteria soon. Superintendent Sherwood spoke about the school being approved for a union in November and Linda Warner spoke about the process moving forward.

This topic will be revisited at the next meeting.

3. Review CSBA Policy and Specific Criteria to be Inserted / Possible Motion to Approve as Presented for Inclusion in TRUS Policy Manual

This topic will be revisited at the next meeting.

V. NEW BUSINESS

A. Annual Accounting of Developer's Fee Fund

Information:

Pursuant to Government Code Section 66006(b), Districts are Required to Make Available an Annual Accounting for Developers Fee Fund to the General Public Within 180 Days of the End of the Fiscal Year. The Report will Include Fees

Collected and Expenditures for the Construction or Reconstruction of School Facilities.

Review and Motion to Approve Developer Fee Report. Report to be Presented at the Meeting. This Item was Tabled and will be Presented in February.

B. Audit Report

1. Review and Motion to Approve Audit Report for 2017 - 2018, Submitted by Linger, Peterson, and Shrum, Auditors / Copy in Packet  
Superintendent Sherwood reported, due to Lynda LeFave's diligent work, there were no findings.

Motion

A Motion was made by Trustee Pfaff and seconded by Trustee Hawes to approve the Audit Report, as presented. Motion passed unanimously.

AYES: Trustees Frick, Hawes, Mestaz, Pfaff, and Winters.

NAYS: None.

ABSTENTIONS: None.

2. Information Regarding Auditor Selection for the 2019 - 2020 School Year / Are We Interested in Using Linger, Peterson, and Shrum Again?  
Recommended

Superintendent Sherwood recommended using Linger, Peterson, and Shrum again. There was a consensus to continue with their service.

C. Discussion Regarding Contract with CSBA for Policy Updates and Online Access to TRUS Board Policy / Annual Fee is \$2,080.00. Recommended. Possible Motion to Approve Contract

Superintendent Sherwood reported she already signed the contract based on the fact that the board approved the service last year.

Motion

A Motion was made by Trustee Frick and seconded by Trustee Hawes to approve the contract with CSBA for policy updates and online access to the TRUS Board Policy, as presented. Motion passed unanimously.

AYES: Trustees Frick, Hawes, Mestaz, Pfaff, and Winters.

NAYS: None.

ABSTENTIONS: None.

D. Motion to Approve Claims for Payment

Motion

A Motion was made by Trustee Frick and seconded by Trustee Pfaff to approve the Claims for Payment, as presented. Motion passed unanimously.

AYES: Trustees Frick, Hawes, Mestaz, Pfaff, and Winters.

NAYS: None.

ABSTENTIONS: None.

E. Motion to Approve Budget Revisions

There were no budget revisions.

F. Miscellaneous Dates

1. Jan. 7 - Jan. 11 / 6th Grade to SCICON
2. Jan. 11 / FNL Dance for Grades 6 - 8 / 7:00 - 9:00 p.m. / Sue and Diane Chaperoning \*Dance rescheduled to Feb. 1
3. Jan. 14 / Seed Survivor Workshop for grades K - 6 Coming to TRUS
4. Jan. 15 / Sue, Edmund, and Lynda to Crisis Prevention / Active Shooter Training at TCOE
5. Jan. 18 / End of 2nd Quarter / Release at 1:00
6. Jan. 21 / Martin Luther King Holiday / No School
7. Jan. 22 or 23 / Classroom Spelling Bee for Grades 4 - 8
8. Jan. 25 / Three Rivers School Spelling Bee for Winners in Grades 4 - 8 / 9:00 a.m. / McDowall Auditorium
9. Jan. 29 / Second Quarter Awards Assembly / 8:30 a.m. / Gym
10. Jan. 30 / 8th Grade Parent Meeting at Woodlake / 5:30 p.m. in PAB
11. Feb. 4 / Woodlake 8th Grade Parent Meeting at Three Rivers / 5:30 p.m. in the 8th Grade Classroom
12. Feb. 7 / Three Rivers Poetry and Prose in the Library / 9:00 a.m.
13. Feb. 8 / Three Rivers Kids to Visit Woodlake for the Day / Leave at 8:30 / Return by 2:30

VI. PUBLIC COMMENTS

Members of the public may address the board on any item, or other item of interest within the subject matter jurisdiction of the board during the public comment period. The public may also address agenda items at the time they are taken up by the board. The board is not able to discuss or take action on any item not appearing on the agenda. A

reasonable time limit can be imposed on public input for individuals / issues as deemed necessary.

Trustee Mestaz questioned the logistics of adding items to the agenda and it was stated that Superintendent Sherwood or President Winters are the contacts. Mr. Mestaz also reminded Superintendent Sherwood that the board email needs to be updated with Trustee Pfaff and himself added. Trustee Mestaz also requested electronic versions of the packet be made available for the community.

Audience members commented on the school's future and asked the board to keep TRUS families informed early as to what may happen; expressed support of stipends for combination class teachers; and wondered about the timeline for advertising for the Superintendent's position.

Trustee Frick spoke as a parent and expressed his desire not to have another combination class, especially in upper grades.

- VII. ADJOURNMENT / Next Meeting is February 6, at 6:00 p.m. in the TRUS Library  
President Winters adjourned the meeting at 8:01 p.m.

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Susan P. Sherwood, Superintendent

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Jason Hawes, Clerk

kw:sps