

**Gervais School District #1
School Board Regular Session Meeting Minutes
August 15, 2024**

REGULAR SESSION

Director A. Contreras called the School Board of Gervais School District #1, Marion County, into a Budget Hearing on Thursday, August 15, 2024, at 6:00 p.m. Board members present Henry Bustamante, Ana Contreras, Jenny Jones, and Angie Toran. Others present included Creighton Helms and Sandra Segura.

Visitor Guest Book:

Caryn Davis and Scott Rose.

Online Guests:

Andrew Aman, Doug Loiler, Dusty Price, and Toni Williams-Johnson.

1.0 CALL TO ORDER

1.1 Pledge of Allegiance

Director A. Contreras called the meeting to order at 6:00 p.m.

2.0 INTRODUCTIONS & ANNOUNCEMENTS

2.1 Public Forum Sign-Up:

All Staff In-Service August 28, 2024

- Ms. Stevens invited the board members to the all-staff in-service scheduled for August 28, 2024, starting at 7:30 a.m. She shared details on the agenda for that day.
- Ms. Stevens shared that there is a slight change on the agenda. Approval of the OSCIM grant approval was added under action items.
- An update was provided on the bond sale, and the business manager will receive further details later in the agenda. It was noted that the district received a premium for the bond sales. Ms. Stevens stated that she is confident that all the projects listed under the bond will be able to be completed. It was noted that the taxpayer-dollar amount may be less than expected.

Bond Update

Ms. Stevens said that she invited Scott Rose from R & C Management Group to provide an update on the bond's status.

Mr. Rose shared the following.

- Mr. Rose shared his experience/background.
- It was shared that the board will receive regular updates to ensure clear communication throughout the process. Mr. Rose said that tonight, the board will see a draft of the management plan to get an overview of what will be approved by the board and what could go to the business manager/superintendent for approval during the whole process. The draft also includes a timeline, a detailed breakdown of the budget, testing/assessment requirements, Request for Questions (RFQ) for all services except design, and an RFP for an architect/engineer.
- Mr. Rose said that they are also working on other projects that came up, like repairing the boiler that broke down at the elementary school to get the school to start having reliable heat. Another project they are assisting in guiding is the installation of artificial turf to ensure that everything works with the drain and that things are coordinated with other projects happening concurrently. The plan is to start the turf project after the spring sports are over with to maximize time. Two plans will be worked on: one strategy that will include donations to the project and the other without donations. Mr. Rose stated that this project is not part of the bond projects but is assisting because he has 20+ years of experience doing this work.
- Mr. Rose said they will regularly report the situation to the board, and the board can decide what it wants to hear and how often to report.
- It was mentioned that the Bond Advisory Committee, which will meet on September 11, 2024, is another piece being incorporated into their work.

3.0 APPROVAL OF MINUTES

Motion:

There was a motion made by Director A. Contreras and seconded by Director Jones that the Gervais School District Board of Directors approve the minutes from the Regular Session on July 12, 2024.

4.0 PUBLIC FORUM:

None.

5.0 REPORTS

Student Council:

There is no student to report.

Administrator Reports:

Gervais High School

Mr. Aman shared the following.

- Summer school had 68 students attend during July and August. Overall, high school students completed 168 classes, which is approximately 74 credits. Some of the classes were offered online, and English was offered in person. Twenty-seven students completed credits for this class. This class was one of the top classes for students who were in credit deficit.
- A Bridge 9 was not offered this year because, last year, very few 9th graders attended.
- Shared names of new teachers at the high school.
 - Adam Vasas-PE/Health Teacher
 - Maddysen Van Dewalker-CTE Hospitality/Business/Culinary Arts teacher
 - Mary Barfknecht -ELD Teacher
- Graduation rate is 88%. Oregon's average is 81%
- 9th Graders on track to graduate is at 85%. Many high schools struggle in this area.
- Have eight seniors signed up for the EMT program at Brooks
- The high school is moving forward with locking students' cell phones during class but allowing students to use them during passing or break times.

There was a brief discussion by the group that all electronic devices that distract the student will be locked during class passing time and that this message will be shared on the first day of school during an assembly. It was also discussed that "GoGuardian" ensures students do not enter prohibited sites. A notification was sent to parents and posted on several social media sites, including the website, to inform students and parents of this new cell phone rule.

The board members thanked the administration for taking measures on cell phone usage during class.

Middle School

Ms. Williams-Johnson shared the following.

- Shared that they are starting a student success contract on the first of school. This idea came about because there have been conversations about beginning to teach middle school students about earning credits for classes. Middle school students don't seem to believe that you must retake the class and complete the credit if you do not earn the credit. The middle school students will start with a PEP plan to help them keep track of the credits earned. Students will be able to earn credit for I-Ready, too. Details were shared on how students can earn points and be able to attend a field trip to an urban air adventure park in Washington. Ms. Williams-Johnson indicated that she wanted the reward to be a worthwhile trip for students to earn points.
- One initiative that will begin at the middle school is a strategy to help with attendance, especially tardies. The strategy is that if a student has been at school all week the prior week, their name will be entered into a lottery system on the following Monday. A student will be selected from each grade level and can choose a five-dollar gift card from Jamba Juice, McDonald's, Dutch Bros, or Taco Bell.
- The other new thing that will get started is a new 6th-grade math class. Mr. Mulkerin will teach this new class. The plan is for the same student to take another class during their 7th and 8th-grade years and be able to take a higher-level class during their 9th-grade year. An extra elective math class will also be offered for students who struggle with math, including some math games to make math more fun.

There was a brief discussion about a math pathway for students starting middle school and continuing to high school.

Gervais Elementary School

Mr. Price shared the following.

- Mr. Price praised Dr. Helms for an innovative idea for this year's summer school program. The student-to-staff ratio was incredible, and the students were excited to come to school every day. The summer program had an ODE visit and the summer school students made up cards for Dr. Charlene Williams (ODE Director), who then took them to the

Governor, read them, and was captured by taking a picture by Dr. Helms. It was significant to the student to know that his voice was heard at reached those levels. Mr. Price shared another story about how math intervention impacted a student in a positive way who had challenges in different areas last year.

- Shared that the jump start kindergarten program went well. Students learn routines and expectations coming to elementary. He stated that this offering helps build strong relationships with students and helps the transition from preschool to kindergarten be smoother. Mr. Price shared a story about a student who was not good at attendance and now wants to attend school every day.
- He shared that the elementary school will be very intentional about learning this coming year. Teachers are working with the ELA framework and starting PLC groups. In these groups, teachers will share data and assessments.
- Will be adding interventions for math this year.
- Elementary has hired the right staff to continue with the same collaboration and vision established already. This includes hiring a new vice principal with solid instructional classroom experience.
- Working on details to continue with the Latinx grant to offer afterschool activities to students and evening family activities.
- The board was praised for supporting all the programs for students to succeed.

There was a brief discussion about how the district hired many college students from local universities to work for the summer school program, which helps the district recruit for future classroom vacancies. The college students seem to enjoy coming back to Gervais.

Athletics

Mr. Loiler shared the following.

- There is someone interested in excavating work for the turf field who will be coming to the district to see what the project will encompass. The goal is to have a written contract to set a timeline of when things will get done. The goal will be to start work in the spring after the sports are done. Prior individuals had shown interest in the project and wanted a large sum of funds upfront, and the district could not afford what was asked. Others who looked at the project said they could not do the job since it involved many pieces. The turf is stored in Georgia, and the company will hold it at no cost to the district and ship it when needed.

There was a brief discussion about the district requirements for the potential excavation company to get hired for the project.

Ms. Stevens said the district decided to move slowly and do things right for this project.

Mr. Loiler said that the district wants to do the project well so that, down the road, it will not ask to pass another bond to fix it if it's not done right.

Business Manage Report:

Ms. Davis reported the following.

- Change the resolution for excise tax collection to whatever the state allows instead of going to the board to approve an amount yearly. Other districts use this method. Ms. Davis indicated that she does not foresee many new homes being built soon after the Ivy Woods development that was recently built in town.
- Contract renewals for JKW School Psychological Services was an increase of 4.3%. Asking for board approval because it's a contract for student services that is over \$30K.
- The financial report is focused only on the month of July. On income state sources, it was pointed out \$2,343,750.00 that the state fund double payment for the district and Frontier Charter Academy. There is not much for salary spending because only year-round employees are paid during this month.
- Looking at the general fund prior year without Frontier Charter Academy. The column to look at is the variance. Is it the variance between what was budgeted and what was spent? The overview in this column is the following:
 - Took less with intermediate sources
 - The rest was favorable because the amount was higher income coming in than anticipated
 - Under expenditures, the figures are favorable too because it was underspent. The only area that is higher is purchases services. The district collected more from state schools' funds.
- The ending funding balance is \$2M higher than anticipated. Most things have already been captured in the budget, and the district needs to go through the audit.
- Details were shared regarding the bond's selling process and what factors determine assessed value for taxpayers. After the bond is sold, the district will receive a premium of \$3,425,000.00.

There was a brief discussion on how the bond funds may be invested for the next couple of years to make more money. The district will be cautious about choosing wisely because what you do not want is to owe the government money on interest.

Superintendent's Report:

Ms. Stevens shared the following.

- Would like to get ideas from the school board by the next Working Session on recognizing Maria Caballero's years of service to the district as a board member.
- A press release will inform our community about the bond advisory council members. Ms. Stevens said that members looked for various backgrounds when they were selected. The committee will also include two board members: Henry Bustamante and Maria Contreras.
- Indicated that a management plan draft for the bond work is included in the packet for the board to review. Ms. Stevens informed the board that she tweaked the advisory council bylaws contained in the draft to make it more positive. The board will discuss this more at the Working Session scheduled in late August and will have the opportunity to ask questions.
- Gave an update on the partnership with North Marion School District regarding the transition program. We are still having challenges finding a teacher for that program, but the district has a tentative plan to start the year. North Marion school district is doing the hiring for this position. A walkthrough will be scheduled in the future for the board to visit this program.

There was a brief discussion of the number of students the district has the capacity to accommodate in the transition, funding, and what students qualify for this program.

Ms. Stevens praised Dr. Helms for his efforts in the summer school program. Dr. Helms was at the Governor's office attending an attendance summit, which is how he could take a picture and hand the student's letter to the Governor. It was great to have a visit from Dr. Williams from the Governor's office, and they were impressed with what they saw. As funding becomes available for summer school, the state will have more accountability from districts that received funding. They are looking for outcomes. What Gervais has done is a great model for other schools to follow. The district is shifting toward holding students accountable for their learning to see growth in learning.

Ms. Stevens shared a letter with documentation sent to the City of Gervais regarding what was said at the July City Council meeting. The documentation portrays what is happening with the SRO contract. Ms. Stevens shared the number of attempts she has made to deliver this information to the City of Gervais. There was further discussion on the challenges the district is having with the City of Gervais with this contract when the district has the option to spend this money in other areas. The group also discussed options for next steps.

6.0 BOARD FOCUS/MEMBER TOPICS:**7.0 CONSENT ITEMS:****7.1 Approve****New Hire / Temporary/Rehire:**

Aaron Bettencourt, Elementary Music Teacher
Jessica Contreras Froylan, GES Special Education Instructional Assistant
Brenda Cruz Figueroa, Preschool Worker
Eulalia Griffith, Preschool Worker
Teresa Montes, Custodian
Adam Vasas, High School Teacher

Extra Duty:**7.2 Approve****Contract Change / Renewal:****Recall:****7.3 Approve****Resignation/Retirements/Termination/Non-Renewal:**

Tucker Brack, GHS Teacher
Ana Juarez, Preschool Worker
Melissa Nastasiuk, Instructional Assistant

Decline:

Reduction in Force:

Other:

Transfers:

7.4 Approve

2024-2025 Foods Products and Non-Food Supplies Requirements Award

Gervais School District #1 Board of Directors approve the 2024-2025 Food Products and Non-Food Supplies Requirements Award as shown on agenda item 08-24.7.4.

7.5 Approve

Contracted Service-JKW School Psychological Services

Gervais School District #1 Board of Directors approves contract services with JKW School Psychological Services as shown on agenda item 08-24-7.5.

Motion:

There was a motion made by Director A. Contreras and seconded by Director Toran that the Gervais School District #1 approve the revised consent Items listed en masse. The motion passed 4-0. (Director M. Contreras was absent)

8.0 ACTION ITEMS

8.1 Updated Construction Excise Limits

Motion:

There was a motion made by Director Bustamante and seconded by Director A. Contreras that the Gervais School District #1 Board of Directors approve the updated construction excise limits resolutions as shown on the agenda item 08-24-8.1. The motion passed 4-0. (Director Maria Contreras was absent)

8.2 OSMIC Grant Agreement Approval

Motion:

There was a motion made by Director A. Contreras and seconded by Director Toran that the Gervais School District #1 Board of Directors approve the OSCIM grant agreement as shown on agenda item 08-24-8.2. The motion passed 4-0. (Director Maria Contreras was absent)

9.0 DISCUSSION ITEMS

9.1 Working Session-Thursdays, August 29, 2024

- Superintendent & Board Goals

Ms. Stevens said this will be discussed further at the Working Session scheduled for late August. She reminded the board members that goals were set in conjunction with the Strategic Plan. She shared that there is a revised copy being printed and will have it soon.

9.2 Strategic Plan Updates 2024-2025

Ms. Stevens shared that Mr. Colonna helped guide the Strategic Plan but has passed, which was sad news. The group met and revised the new Strategic Plan and will be able to share it at the Working Session.

9.3 Policies First Reading

DJC: Bidding Requirements
EBBA: Student Health Services
EB: Injury or Illness Reports
EBC: Emergency Plan and First Aid
EBCA: Safety Threats**
EBCB: Emergency Procedure Drills and Instruction
GBEB: Communicable Diseases in School
GCDA.GDDA: Criminal Records Checks and Fingerprinting
JHCA/JHCB: Immunization and School Sports Participation**

JEA: Compulsory Attendance Notices and Citations**

JGAB: Use of Restraint or Seclusions**

Comments:

Ms. Stevens pointed out page 46 in the board packet. She added that the business manager and the superintendent can approve levels up to \$25K for specific items and \$150K for items strictly connected to the bond. Scott Rose from R & C Management Group will come to the board for approval for anything with more significant amounts.

Director Contreras had the following questions.

EB: Injury or Illness Reports

Who is the district safety officer

Ms. Stevens said that Ms. Davis is the safety officer.

EBCA: Safety Threats

What type of communication is done when there is a threat?

Ms. Stevens said that if a student is involved in a direct or indirect threat, the principal follows through with a call and a written letter within 48 hours. Then, if your kid makes a threat, they are required to inform you. Most of the time, kids who make threats get suspended, so the parent gets a call anyway. Ms. Stevens explained in detail the steps that the district takes when there are more serious threats, such as bomb threats.

Director A. Contreras noted that on page 58, there is a typo. Instead of say "School sin Session" it should say "School is in session".

Ms. Stevens said that Ms. Segura would look at that and fix it.

GBEB: Communicable Diseases in School

Director A. Contreras asked what diseases are communicable. She indicated that she did not understand the definitions of some mentioned because sometimes individuals might have exceptions due to religious reasons.

Ms. Stevens said your local health department will typically communicate with the schools. The health department also guides handling communicable diseases, such as they did with COVID. The health department notifies if there is a severe outbreak of a disease.

Director A. Contreras said she wanted to ask the question because her daughter's school requires a flu vaccine, and some might be allergic to certain vaccines.

Ms. Stevens said that the state requires a list of vaccines, but there is also the option of religious exemption.

JHCA/JHCB: Immunization and School Sports Participation**

Director A. Contreras wondered where dental screening is mentioned because she did not see it in this policy.

Ms. Stevens said that it is listed in a different policy.

There was a brief discussion about the language choice for policy updates, such as changing "homeless" to "houseless."

JCAB: Use of Restraint or Seclusion

Director A. Contreras said she wonders what the buildings do when there is a student runner and if there is anything to protect the teachers from being attacked.

Ms. Stevens said that staff go through MANDT training to know how to handle the situation if they have a runner. She expressed that if a kid is coming back and attacking there is a way that the staff member could defend themselves. Ms. Stevens offered to have an agenda item at the Working Session to discuss any policy questions if needed.

9.4 R & C Management Group – Draft Management Plan

The agenda item was discussed earlier in the agenda.

10.0 FUTURE AGENDA ITEMS

11.0 ADJOURN

11.1 Adjourn the Regular Session

Director Bustamante adjourned the Regular Session at 7:48 p.m.

APPROVED

A handwritten signature in black ink, appearing to be "H. Bustamante", written over a horizontal line.

Board Chairperson

A handwritten signature in blue ink, appearing to be "D. Sanchez", written over a horizontal line.

Board Secretary

