

**Gervais School District #1
School Board Regular Session Meeting Minutes
Thursday, December 15, 2022**

REGULAR SESSION

Director A. Contreras called the School Board of Gervais School District #1, Marion County, into a Regular Session on Thursday, November 17, 2022, at 6:00 p.m. Board members present included: Maria Caballero, Ana Contreras, Maria Contreras, and Director Toran (arrived at 6:19 p.m.) (Director Bustamante was absent). Others present included Dandy Stevens and Sandra Segura.

Visitor Guest Book:

Mark Chase, Melinda Fit-Henry, Lenthal Kaup, Tracy Lewis, Gustavo Muñoz, and Todd Schweitzer.

1.0 CALL TO ORDER

1.1 Pledge of Allegiance

Director A. Contreras called the School Board Meeting to order at 6:00 p.m.

2.0 INTRODUCTIONS & ANNOUNCEMENTS

2.1 Public Forum Sign-Up:

No one signed up to speak.

Public Forum Sign-Up included:

Director A. Contreras asked the public if they signed up to speak to make sure that comments were kept brief and concise and to keep comments to a time limit of three minutes. Director A. Contreras said that if anyone is here to do a complaint about a staff member, this is not the proper place or time to do this. Director A. Contreras referenced complaint policy KL.

Announcements:

Ms. Stevens informed the school board that Todd Schweitzer from Frontier Charter Academy is here to report in person and will speak during reports.

3.0 APPROVAL OF MINUTES

Director A. Contreras asked the board members if they had any corrections to the board minutes from the Working Session on November 10, 2022, and the Regular Session on November 17, 2022.

No corrections.

Motion:

There was a motion made by Director A. Contreras and seconded by Director M. Caballero that the Gervais School District Board of Directors approve the minutes from the Working Session on November 10, 2022, and the Regular Session on November 17, 2022. The motion passed 3-0. (Director Toran and Director Bustamante were absent)

4.0 PUBLIC FORUM:

None.

REPORTS

Student Council:

Ashtyn Sattergen (student council president) reported the following highlights for the high school.

- This week is spirit week/dress-up week, and students are having much fun. Ashtyn proceeded with what the dress-up was for each day and the activities planned for class competitions.
- He reported that basketball season has started and gave the start time for girls and boys for the games today. The high school students have a food drive in which seniors are winning. Staff is also participating and getting their bin full.

Administrators Report:

Ms. Stevens said that for today's board reports, she asked directors for each program to be here and report highlights. She

will ask Mr. Schweitzer to start first. Ms. Stevens pointed out that there is an action item to approve titled "Frontier Charter Academy School." The contract was also presented in a draft format at the last meeting.

Frontier Charter Academy School

Mr. Schweitzer reported that this is the first year with no staff changes. Frontier Charter Academy is bringing back Frontier Days. Education activities are planned for students to meet face-to-face. About 200 students will be meeting at OMSI tomorrow. It's exciting to bring back Frontier Days since that stopped when COVID hit. Mr. Schweitzer said that Frontier currently has about 350+ students enrolled (enrollment has decreased) and 37 staff members. Of that amount, 30 are teachers, and the others are administrators or classified employees. Frontier offers a CTE program and has received grants for more student opportunities. Students are doing some fun things with technology.

The school board members ask Mr. Schweitzer the following questions.

How many students is Frontier Charter Academy down?

What are you doing for marketing?

What sets you apart from other online charter schools?

Do you have your curriculum posted online?

Mr. Schweitzer said Frontier Charter had, at one point, about 600+ students before COVID, but then enrollment decreased just like it did for every school in the state. He said that before COVID, enrollment was steady, with about 400+ students. What is important is that they are trying to be fiscally responsible. There was much marketing done via Facebook and other social media platforms. Still, something to keep in mind is that when Frontier Charter Academy was initiated, only about thirteen charter schools were in the state. Frontier Charter Academy was number thirteen. At the time, FCA went after a charter school grant and got it. Now having more charter schools open does not help Frontier with enrollment. Frontier is unique because it has some professionals on staff that have created its curriculum, and test scores have proven that the curriculum it created works. It is not posted on the website, but the school has two advisors that will call parents if they say that they are interested in FCA, to explain the curriculum and to provide examples used at FCA to ensure it will be a good fit for their student. Frontier also offers special education support. Those same accommodations are available for all students and are supported by the same structure. He said Frontier Charter Academy would give a more in-depth report in January.

Director Toran arrived at 6:19 p.m.

Custodial/Maintenance Department

Mr. Muñoz said that during this time, things are typically pretty busy, but this year they are busier. The district has new administrators in each building, and each has new ideas that sometimes involve moving things around. The custodial department makes sure that facilities are clean. He is currently working on quotes for a new roof at the elementary school. One of the companies that came to look at the roof to give the district a bid is doing some repairs on the roof for free, but now there is a new leak. The middle school gym has new basketball hoops. Now middle schoolers can play in their gym. The district had a garage sale open to the community and sold items/equipment not being used by the district. The district was able to make a little bit of profit. Cleaning will continue around the district. Another garage sale is planned for the springtime. The Pioneer school property is also getting cleaned so that more storage will be available.

There was a brief discussion about the walking path being open to the community and that the custodial department is still hiring. Students have been hired to help the custodial department during this staff shortage.

Ms. Stevens said that when the weather gets better, she will be happy to schedule a time to do a walk-through on the new walking path before a board meeting. She added that the staff used it, and the cross-country team had already used it for a meet. She said there are plans to fence the area and have access for the community to use it during the day when school is in session.

Technology Department

Ms. Lewis reported the following for the technology department.

- Reported progress on the three-year technology plan.
- The plans include two goals for students and two goals for educators.
- A handout was given to the group that included the goals, implementation, and progress.
- Information was reported on the progress of each of the goals.
- The district has been getting quotes on surveillance cameras. The system that the district has been looking at is cloud-based, and storage is infinite. The system could be set to send notifications on certain triggers. You can find things by

selecting colors or objects, so time is not wasted searching and watching the entire video. It would only take seconds to find objects or people. It could also be set up for certain anomalies.

There was a brief discussion about how much the surveillance systems would cover and the costs and terms of the license. The group also discussed that safety is important, especially now that homeless numbers are increasing around the area.

Ms. Stevens said that she asked Ms. Lewis to research quotes right now while we are trying to prioritize projects and going for a bond.

Food Services

Ms. Fitz-Henry reported that after COVID hit, the food department has struggled with getting produce. The district received \$55K for commodities this year. With this money, you can only buy certain items (currently, only about 17 things are on the list). Produce has to be US grown. The district loves this program but is limited in what it can provide. Ms. Fitz-Henry expanded on the type of products the district gets through the program. She said there had been times when the district received bonus money too. Another source the district gets money from is the farm-to-school grant in the amount of \$86K. With these funds, the district purchases items from local farms. Recently a local farmer approached the district about selling the district fall strawberries, which the students loved. 28K can be spent on veggies so students can get a snack daily. She pointed out that the district can not get reimbursed for some items.

There was a brief discussion about whether prices would increase for some things, such as dairy products.

Ms. Fitz-Henry said that it is hard to say because the district has a contract set up with our co-op, and they say it will cost you this amount.

Other questions that the group asked were as follows:

How does the district decide what to order?

How does the district budget for food?

Is the district seeing any trends?

Ms. Fitz-Henry said she does menus driven by what the student like. She expressed that the district tries to have various items available, like hamburger patties, chili beans, sloppy joes, etc. One problem the district has occasionally encountered is products getting lost or not delivered. Ms. Fitz-Henry added that the food program is entirely self-funded and does not take any money from the general fund. Through COVID, since the district was serving and delivering meals, the district was able to get financial support and remained financially stable to sustain the program. She has noticed that kids and staff are asking how their families could receive a food box (distributed to the community on Thursdays). She lets them know that you pick one up and write your name on a list, and no further questions are asked. Food share is open to all.

Ms. Stevens praised Ms. Fitz-Henry for doing a great job of encouraging kids to eat more greens. She is also thankful that Ms. Fitz-Henry and her staff make sure that our program is not in the red like other districts. She ensures that school numbers are combined so that kids get free lunches.

Director Contreras said that she has seen that the food services staff connect with the students.

Ms. Fitz-Henry said most food department staff live in the community and know many families.

Ms. Stevens stated that there had been a discussion at her superintendent's meeting about having all students eat for free.

Financial Report

Ms. Davis shared the following information.

- All financial reports included in her report are revenue reports.
- Notable increase in revenue due to collecting county taxes in the month of November. In October, it showed a 2.27% budgeted amount, and last month it increased to 80.06% of the budgeted amount. The district took in \$2,481,792.
- All other accounts align with where things were compared to last year.
- Auditors continue working on things and will be ready to present at the January 3rd working session.
- Made the board members aware of statements of economic interest that are now required to be done by each board member. Details were shared on what this statement is about. Personal contact information must be provided to the district to be passed on to the Ethics Commission then the commission will contact the individual board member. This is something that the business manager and the superintendent do, but now they are requiring board members to do

it too.

There was a brief discussion about some of the questions they may ask personally about each individual to verify that board members are not benefiting from their position.

Ms. Davis asked if there were any questions regarding the budget reports.

Director M. Contreras asked why the year-to-end under "other expenses" was 24.37% this year and 82.40% the prior year.

Ms. Davis said it's a mixture of accounts under that category, but she could research deeper and see why it generated a bigger percentage this year. Something else to keep in mind is that this is a small part of the budget, and small changes will show a significant impact.

Superintendent Report

Ms. Stevens reported that she submitted the OSCIM grant (\$4 million toward bond construction) and received notification that it's been accepted. She will also be submitting the seismic grant tomorrow. She updated the board that adjustments had to be done to what was included in the seismic grant. Originally it was going to include the gym, cafeteria, and front entryway in case of a major earthquake. The district wanted to have a place to feed and shelter people. All that would cost \$4.2M. The seismic grant is for \$2.5M. The district must attest that it has money to cover the rest. The district does not have that. Instead, the gym will be included in the seismic grant, which would cost \$2.663M. The district would have to cover \$163K. That is something the district can pay with the money from property that has been sold. Additional things to consider while going for a bond are finishing the entryway and the cafeteria to make them seismically sound. What is driving up the cost is that the district had a geographical study done to check the soil to see how stable the ground is in case of an earthquake. Water hits at 11 feet, so piling has to be done. Instead of just securing the foundation with the brackets, we will have to drill down to the ground with huge pilings to secure the building so that if there were an earthquake, the building would not collapse.

Ms. Stevens stated that the district would be hearing soon regarding the vaping/e-cigarette litigation. The company is interested in settling with all districts rather than going to trial. She also will be talking further about an action item that is coming later in the agenda to approve moving forward to work with a marketing company.

6.0 BOARD FOCUS/MEMBER TOPICS:

None.

7.0 CONSENT ITEMS:

7.1 Approve

New Hire / Temporary/Rehire:

Sophia Ferreira, Temporary GHS Instructional Assistant
Shawna Olberding, GHS Instructional Assistant

Extra Duty:

7.2 Approve

Contract Change / Renewal:

Recall:

7.3 Approve

Resignation/Retire/Termination/Non-Renewal:

Rudy Silva, GMS Soccer Coach

Decline:

Reduction in Force:

7.4 Approve

Declare Surplus

Gervais School District#1 Board of Directors approves declaring surplus the items listed below.

- Partial Pole Vault Pit
- Band Equipment

7.5 Approve

Out-of-State Travel

Gervais District#1 Board of Directors approves out-of-state travel for Melinda Fitz-Henry to attend CACFP Summer Programs and Early Learning Conference from April 10-14th to San Diego, California, as shown on agenda item 07-22-7.5.

7.6 Approve

Declare Surplus

Gervais School District#1 Board of Directors approves declaring surplus the items listed below.

- Discharge 17 boxes of the old science material

Director A. Contreras said there is a revised consent item to declare more surplus items.

Motion:

There was a motion made by Director M. Contreras and seconded by Director Toran that the Gervais School District Board of Directors approve the consent items as listed en masse on the agenda. The motion passed 4-0 (Director Bustamante was absent)

8.0 ACTION ITEMS

8.1 Policy Second Reading

IGAI: Human Sexuality, AIDS/HIV

Comments:

Ms. Stevens said that this policy is going for a third reading tonight, and research was done on the board's previous questions on certain wording and whether they could be deleted. The language is required and cannot be deleted. Ms. Stevens recommended adding a footnote. She said she included the language in her confidential memo for the board to consider.

Motion:

There was a motion made by Director A. Contreras and seconded by Director M. Caballero that the Gervais School District #1 approve policy IGAI and include the footnote as read by Director A. Contreras. The motion passed 4- 0. (Director Bustamante absent)

8.2 Policies Second Reading

IKF: Graduation Requirements**

JHC: Student Health Services

KBA: Public Records Request

Comments:

Motion:

There was a motion made by Director M. Contreras and seconded by Director M. Caballero that the Gervais School District #1 Board of Directors adopt policies IKF, JHC, and KBA. The motion passed 4- 0. (Director Bustamante was absent)

8.3 Frontier Charter School Contract

Comments:

Ms. Stevens told the group that there was one change that was not included in the board packet but made copies of that page separately for the board to see the minor change.

Motion:

There was a motion made by Director A. Contreras and seconded by Director M. Contreras that the Gervais School District #1 Board of Directors approve the changes read by Ms. Stevens to the Frontier Charter School Contract as shown in action item 12-22-8.3. The motion passed 4- 0. (Director Bustamante)

8.4 OSBA Board of Directors Position 11

Comments:

No nominations.

8.5 Approve Contract for Marketing/Advertising Firm

Comments:

Ms. Stevens said she met with the marketing firm and knows they specialize in working with education identities. She expressed that she had Lisa Frieley review the contract to ensure everything was in place. The agreement needs board approval because it is over \$50K. The contract would include social media posting and videos. The district does not have staff with this type of expertise, so the district is hiring this firm. She added that this is a reasonable amount they are charging due to the number of things they will do.

Motion:

There was a motion made by Director M. Contreras and seconded by Director Toran that the Gervais School District #1 Board of Directors adopt the proposed OSBA Legislative Priorities and Principals. The motion passed 3- 0. (Director Bustamante was absent)

There was a brief discussion that the firm has done work for bills and other causes, including DataVision. The work they do is of high quality. Another component of this project is that the firm would like to use student workers to help produce the videos.

9.0 DISCUSSION ITEMS

9.1 Superintendent Evaluation

Comments:

Ms. Stevens told the board that Ms. Miles from OSBA would like the board to review all the standards from the superintendent evaluation and select only three from the five. She said that further discussion would happen at January's work session to get consensus from the board on the final three that will go on the survey.

9.2 Working Session-January 3, 2023

- OSBA Scholarship Project
- Bond Update

Comments:

Ms. Stevens expressed that other topics that will be included in the working session on January 3rd are the auditor's presentation and a report on the community health-based clinic by Dr. Helms. Rebecca Stuecker from the IBI group will also be part of the agenda and will present a new proposal for the board to decide on going for a bond. The pre-bond committee might need to meet one more time after receiving direction from the board, and then the board will have to take action in February on whether the district will go for a bond.

Ms. Stevens said that the pre-bond committee had new members, and they came up with reasonable solutions.

9.3 Policies First Reading

EH: Records and Data Management

GCPA: Reduction or Recall of Licensed Staff

IGAC: Religion and Schools

Comments:

Ms. Stevens said that these policies are going for first reading, and if there are any questions, go ahead and email her.

10.0 FUTURE AGENDA ITEMS

11.0 ADJOURN

11.1 Adjourn Regular Session

Director A. Contreras adjourned the Regular Session at 7:32 p.m.

APPROVED

A stylized, dark ink signature of the Board Chairperson, written over a horizontal line.

Board Chairperson

A stylized, blue ink signature of the Board Secretary, written over a horizontal line.

Board Secretary

