

**Gervais School District #1  
School Board Regular Session Meeting Minutes  
Thursday, May 19, 2022**

**REGULAR SESSION**

Director Bustamante called the School Board of Gervais School District #1, Marion County, into a Regular Session on Thursday, May 19, 2022, at 6:12 p.m. via ZOOM online. Board members present included: Henry Bustamante, Maria Caballero, and Ana Contreras (Director M. Contreras and Director Toran were absent). Others present included Dandy Stevens and Sandra Segura.

**Visitor Guest Book:**

Andrew Aman, Melinda Fitz-Henry, Caryn Davis, Kay Gage, Creighton Helms, Tracy Lewis, Bob Martin, Gustavo Muñoz, Julie Powers, Ken Stott, and Sylvia Valentine-Garcia.

**1.0 CALL TO ORDER**

**1.1 Pledge of Allegiance**

Director Bustamante called the School Board Meeting to order at 6:12 p.m.

**2.0 INTRODUCTIONS & ANNOUNCEMENTS**

**OSBA Summer Conference**

Ms. Stevens informed the board members that the OSBA Summer Conference in July would be offered in person or virtually. She asked the board members if they wish to attend to contact Ms. Segura.

**Recognitions of Retirees**

Ms. Stevens announced locations and times of all the receptions celebrating administrators' retirements and extended an invitation to the board members if they wished to attend.

**2.1 Public Forum Sign-Up:**

**Public Forum Sign-Up included:**

**3.0 APPROVAL OF MINUTES**

Director Bustamante asked the board if they had any comments regarding the April 21, 2022, minutes before they were approved. No comments were made.

**Motion:**

There was a motion made by Director A. Contreras and seconded by Director Caballero that the Gervais School District Board of Directors approve the minutes from the Regular Session on April 21, 2022. The motion passed 3-0. (Director M. Contreras and Director Toran were absent)

**4.0 PUBLIC FORUM:**

Director Bustamante read policy BDDH-AR regarding public participation in the board meeting.

Ms. Schultz (parent) expressed concern about the process of interviewing students regarding an investigation of a coach.

**REPORTS**

**Student Report:**

**Technology Report:**

Ms. Lewis (Technology Director) presented a Technology Three Year Plan.

The plan consisted of the following:

- The plan is a living document that has not been made public but will go live soon.
- The plan's purpose is to support teaching and learning while determining appropriate needs for investments in technology.
- The plan was put together by a committee that was made up of a variety of stakeholders (teachers, administrators, and other employees).
- Technology summary includes the number of electronics available for staff and students. It also provides information on the surveillance system and operating systems.
- Students goals were created for different grade levels, including basic keyboarding, instruction on positive, safe, legal, and ethical practices for using technology, and social-emotional learning curricula.
- Educator goals-all staff will receive annual cybersecurity training through Vector Solutions to better protect personal data and digital identity, and student data privacy. Another goal is to host technology information classes to build the confidence and competency of parents to communicate with the district and monitor and assist their student's learning.
- Provided current & future staff in the technology department.
- Curriculum & Instruction-Provided information on digital connectivity/technology for teaching and learning, technology students with disabilities, and digital citizenship/internet safety. Listed professional development opportunities for the future dealing with cyber security and digital citizenship that covers cyberbullying.
- Technology Investment Planning- shared estimated costs/lifecycles for Chromebooks, desktops, laptops, surveillance systems, Wifi, Wired network, firewall, and phone system. Some of the items can be federally funded through e-rate.
- Survey data was shared in bullet points that seemed evident from the responses.
- Cybersecurity, Access Control, Acceptable Use, and Social Media Expectations-shared information on district guidelines for security.

There was a brief discussion regarding the number of leased Chromebooks and the number of laptops purchased for staff.

Ms. Lewis said that the majority of staff use both a desktop and laptops.

Director Bustamante asked if having the two options would continue in the future and wondered if there are filters put in laptops and Chromebooks to prevent individuals from going into inappropriate sites when using them at home.

Ms. Lewis stated that every computer has a filter installed to prevent individuals from entering inappropriate sites.

#### **Food Services Report:**

Ms. Fitz-Henry (Food Services Director) reported the following information from the Food Services Department:

- USDA waivers have been lifted.
- Meals now will have to be eaten by kids in the locations where they are picked up. There is concern about this because some kids walk to the sites alone. New rules will be explained to parents.
- Will be required to serve breakfast after the bell rings for all schools except for the high school.
- There is improvement in the supply chains. The school already has enough beef stocked for the coming school year.
- USDA has been supportive of food supplies. They provide free samples.
- The district will receive \$4500 for produce for the summer program.
- Revenue is up. We are currently getting 100% reimbursement. It's unknown at the moment the reimbursement rate for next year. We will receive a 90% reimbursement for the free/reduced meal costs.
- We will be working with Willamette Career Academy to feed students that attend there. Details are being worked on.

There was a brief discussion about the rules required to be followed when feeding students.

Ms. Fitz-Henry said she submitted some concerns about the rules connected to equity when feeding kids.

#### **Maintenance Report:**

Mr. Muñoz (Maintenance/Custodial Supervisor) reported that it has been busy for his department now that students are back full-time on all campuses and things to be cleaned and disinfected. He said they are also cleaning around the campuses, removing equipment that does not work, setting up for graduation, working on the walking path park, and reviewing the OSHA consultant report.

There was a brief discussion about all the district roof problems and the costs of replacing them.

Ms. Stevens praised Mr. Muñoz for continuing to do a phenomenal job. She stated that it's always good to bring an OSHA consultant because it helps protect the district from any future liabilities and saves the district money. She added that she would have Mr. Muñoz work on a quote on how much it would cost to replace the roof since the last quote that was done is no longer valid or representative of current construction costs.

**Financial Report:**

Ms. Davis (Business Manager) said she would discuss some pages from the board packet.

Ms. Davis shared the following regarding financials:

- The projections are 37K less than previously anticipated
- The projections for May, without the Charter School May payment, will be at 459K
- High cost disability is not quite as bad
- Projections are slightly higher than what was put in the budget
- Expenditures are coming together. Good estimates were done for this piece of the budget.

Ms. Davis asked the board members if they had any further questions.

No further questions were asked.

Director A. Contreras would like to see more resources available for kids regarding mental health. She said that she is very concerned with the level of anxiety that is going on among kids.

Ms. Stevens said that the district does have a social worker on staff and superintendents were also informed recently about another resource available for districts called "Connect Oregon". She said that it's a partnership through the Clearance House where parents call in and the information gets logged Resources are then provided such as directing them to speak to a counselor.

**Superintendent Report:**

Ms. Stevens said that she has a couple things to discuss later in the agenda.

**6.0 BOARD FOCUS/MEMBER TOPICS:**

None.

**7.0 CONSENT ITEMS:**

**7.1 Approve**

**New Hire / Temporary/Rehire:**

Esther Bautista, Summer School College Intern  
Jessica Cruz Cruz, Summer School College Intern  
Sofia Garcia Ramirez, Summer School College Intern  
Skyler Hanson, Summer School College Intern  
Anton Mendoza, Summer School College Intern  
Joselyn Mireles-Garcia, Summer School College Intern  
Wendy Montes, Summer School College Intern  
De'Jana Muña, Summer School College Intern  
Alyssa Hadlock, Summer School College Intern  
Braden Pippert, Summer School College Intern  
Grace Potter, Summer School College Intern  
Jose Rojas Olivares, Summer School College Intern  
Kristen Shirley, High School Science Teacher (2022-2023 school year)  
Shawn Stevens, Summer School College Intern

Scarlett Working, Summer School College Intern  
Mariby Salgado Ydrac, Summer School College Intern  
Rosangel Zendejas Hernandez, Summer School College Intern

**Extra Duty:**

- 7.2 Approve  
Contract Change / Renewal:**

**Recall:**

- 7.3 Approve  
Resignation/Retire/Termination/Non-Renewal:**  
Cindy Everts, Daycare Worker  
Amelia King, FLC Instructional Assistant  
Vanessa LaFollette, Instructional Assistant  
Rodney Miller, Custodian  
Elizabeth Obendorf, Librarian Assistant

**Decline:**

**Reduction in Force:**

- 7.4 Approve  
Classified & Managers Renewals for 2022-2023**  
Gervais District#1 Board of Directors approves the Classified & Manager Renewal List for 2022-2023 as shown on agenda item 05-22-7.4.1.

- 7.5 Approve  
Declare Surplus**  
Gervais School District#1 Board of Directors approves declaring surplus the items listed below.  
Exmark Zero Turn Mower \$1500  
Exmark Zero Turn Mower \$400 (bad shape)  
Better build tool box \$100  
Broken Portable Sprinkler \$200

**Motion:**

There was a motion made by Director A. Contreras and seconded by Director Caballero that the Gervais School District Board of Directors approve the consent items as listed en masse on the agenda. The motion passed 3-0 (Director M. Contreras and Director Toran were absent).

Ms. Stevens said that the district started a partnership with WOU last year and this year we continue that partnership with hiring college students for the summer school program.

**8.0 ACTION ITEMS**

**8.1 Closing Samuel Brown Academy**

Ms. Stevens said that since Samuel Brown Academy now has been embedded into an alternative program in the high school, it's time to go through the formal process to close Samuel Brown Academy.

**Motion:**

There was a motion made by Director A. Contreras and seconded by Director M. Caballero that the Gervais School District #1 Board of Directors approves closing Samuel Brown Academy. The motion passed 3- 0. (Director M. Contreras and Director Toran was absent)

**8.2 Superintendent's Contract**

Ms. Stevens said that the board designated two board members Director Caballero and Director Bustamante to go over her contract. She said that the proposed pay is in line with what the licensed group is receiving this year. She said that she is also asking for more vacation time. Data on superintendents' salaries was provided in the packet with demographics like Gervais. Looking at the data her salary is below pay, but she said that she prefers to have time off instead.

**Motion:**

There was a motion made by Director A. Contreras and seconded by Director M. Caballero that the Gervais School District #1 Board of Directors approves the superintendent contract as shown in the agenda. The motion passed 3- 0. (Director M. Contreras and Director Toran was absent)

**8.3 Textbook Adoption for English Language Arts**

Ms. Stevens said that this is the first time that the district has done a K-12 textbook adoption in more than 20 years. Bonny Atwood has been leading this adoption and has done a great job getting information together and meeting with different teachers to get input. The textbooks were put on display for several days in the conference room to get input from parents as well. She added that this adoption has digital access. She stated that she is thankful for SIA grant funds that made this adoption possible because usually it would be hard to come up with this amount of money.

**Motion:**

There was a motion made by Director A. Contreras and seconded by Director M. Caballero that the Gervais School District #1 Board of Directors approve the textbook adoption for English Language Arts. The motion passed 3- 0. (Director M. Contreras and Director Toran was absent)

**8.4 Textbook Adoption for Social Science K-5 and Geography 9-12**

Ms. Stevens said that a portion of this textbook adoption was done her first year as superintendent and now with SIA funds could be dedicated to finish the geography adoption. She learned that the elementary had no dedicated time for social studies and that will change now that is why curriculum was purchased.

**Motion:**

There was a motion made by Director A. Contreras and seconded by Director M. Caballero that the Gervais School District #1 Board of Directors approve the textbook adoption for Social Science K-5 and Geography 9-12. The motion passed 3- 0. (Director M. Contreras and Director Toran was absent)

**9.0 DISCUSSION ITEMS**

**9.1 Board Learning Opportunities**

Ms. Stevens said that she reached out to OSBA to get ideas on what projects to focus on with this scholarship opportunity but most of the projects on the list the board has already done. She said that she would like to propose that the board focus on community engagement, which encompasses many things. She explained the way this scholarship works is that you pay a certain amount, but you get half of it back in scholarships for students.

**9.2 Bond Update**

There was a debrief about the bond and the following things were discussed:

- Looking and the numbers it appears most of the voters waited until the last minute to vote.
- OEA provided an analyst who is very skilled in this area. The district would like to keep this source to continue to receive guidance when the district tries again next year to pass the bond.
- It is recommended when trying to pass a bond to hire a communication person to lead the work and get more people involved.
- PAC would have to start the work with voters from January to May to be more strategic.
- The district can register to go for a bond in November or May. It was recommended by the OEA analyst to do it in May versus November to give enough time to be strategic.
- Need to find out if facilities assessments would still be valid if the district goes for a bond again next year.
- More education needs to take place with the community.
- Community needs to engage more.
- City Council support is needed.

**9.3 Tentative Board Meeting Dates for 2022-23**

Ms. Stevens presented proposed meeting dates for 2022-2023 for regular and working sessions and wondered if Thursday still works for everyone to meet. The proposed dates include budget meeting dates. She said that this would also be in the agenda for approval in June.

**10.0 FUTURE AGENDA ITEMS**

**11.0 ADJOURN**

**11.1 Adjourn Regular Session**

Director Bustamante adjourned the Regular Session at 7:51 p.m.

**APPROVED**



Board Chairperson



Board Secretary