

**Gervais School District #1
School Board Regular Session Meeting Minutes
Thursday, August 18, 2022**

REGULAR SESSION

Director Bustamante called the School Board of Gervais School District #1, Marion County, into a Regular Session on Thursday, August 18, 2022, at 6:00 p.m. via ZOOM and in person. Board members present included: Henry Bustamante, Maria Caballero, Ana Contreras, Maria Contreras, and Angie Toran. Others present included Dandy Stevens and Sandra Segura.

Visitor Guest Book:

Caryn Davis.

1.0 CALL TO ORDER

1.1 Pledge of Allegiance

Director Bustamante 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.

Announcements:

Ms. Stevens stated that Mr. Gomez would be moved on the agenda to do his presentation about English Language Learners (EL's) data at this time.

Mr. Gomez shared his background briefly and proceeded with his presentation about English Language Learners data for all grade levels.

The presentation included the following data about English Language Learners:

- Monitoring students that have already passed the test
- Student data consisted of four years
- The average time it takes for a student to graduate from the EL program is 5.37 years
- Researched to see if students' backgrounds connected somehow to the test results

The following comments were made by Mr. Gomez.

- The earlier the student exits the EL program, the better. The test gets harder if they spend more time trying to pass it.
- The more EL students are exposed to English, the quicker they learn.
- Some English-speaking students did not pass all areas of the test.

The following questions were asked by the school board members.

Can a student graduate and not pass the test? *Yes.*

How many have learning disabilities? *According to the data, disability was not a factor.*

Why are the grade school numbers lower than the upper grades?

How many of these students come from Spanish & Russian-speaking families?

How do you filter the students who transfer in from other districts or are born outside the states that never finish?

Dr. Helms said that there is a plan that is put together and will not rest on this.

Mr. Gomez said that he spoke to similar size districts, and they are struggling with the same things. He stated that as a small district, we could make a change with an accelerated plan. He expressed that the goal would be to have students

in the EL program exit within four years max, which is a big task since the EL department is a small team of three individuals. He said this would put a lot of pressure on the elementary staff. He shared that the EL team (made of three teachers) has been discussing this already to come up with the best strategy to approach this task since all students are at different learning levels and have different needs. The goal would be to share a systematic approach for K-12. There has also been discussion about the possibility of hiring someone half-time to help determine the instruction students should receive.

There was further discussion on how new students are screened.

The board members said they were glad the staff recognized the need with EL students and is doing something about it.

3.0 APPROVAL OF MINUTES

Director A. Contreras asked if there were any corrections on the minutes.

None were mentioned.

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 July 21, 2022. The motion passed 5-0.

4.0 PUBLIC FORUM:

No one signed up to speak.

Ms. Stevens asked the audience via ZOOM if they wished to speak.

No one indicated a wish to speak.

REPORTS

Administrators Report:

Ms. Stevens said that students are still on summer vacation and there is no one to present and asked Dr. Helms to proceed with his presentation.

Presentation from ELD

The presentation was done earlier on the agenda.

Highlights from Federal Programs/Sped. Director

Dr. Helms shared the following Updates from the Federal Programs/Special Education Department:

- Working on an extensive plan for the EL department, as discussed earlier on the agenda. He shared that there is currently no mechanism for how well EL students do. He shared details on how data points will be kept track of and that a letter will be mailed out to parents regarding the EL plan.
- Will be starting to use a program to track data for students on IEPs. With this program, case managers will be able to track the progress being made toward student goals. This is something challenging to keep track of if there is no platform in place.
- The high school will start a transition program for special education students to be able to learn essential skills. For example, students will be making cookies to sell. Students learn how to mix, measure the ingredients, bake and then sell them.
- A special education handbook will be done soon then shared with parents and staff and posted on the website. The special education program will also have a systematic approach, so parents are well informed about the program.
- Preschool/daycare programs-shared the number of slots available for each program. An additional preschool classroom will be open soon. Daycare private rates increased this year but are lower than mid-rate programs in our surroundings. Upgrades were done at the daycare facility to accommodate what is best for children, such as having an infant playroom, sleeping playroom, and purchasing a curriculum for that age group. The preschool/daycare now has a staff room.

- Will be able to offer evening adult classes for our community paid by grant funds. Classes that will be offered are English classes, citizenship classes, etc.
- Counseling updates-currently working with counselors and nurses to track data on students that show patterns of certain illnesses.
- The district is initiating the process of looking into a school based clinic to serve our students and community. A survey will be sent out to the community to tailor to their needs. There is some grant money to initiate this, but the district is also looking into partnering with other clinics so the district does not have to fund it. The ultimate goal is to be transparent and consider what the community needs.
- The summer school was a success, with about 50% of the elementary student body attending we are wrapping up with middle school summer school since that was offered after the regular summer school program ended.
- The district received a \$200,000 Latinx grant to have an afterschool program. This means that parents will not have to pay to enroll their child in the afterschool program this year. Different opportunities will be offered to students, including sports camps.

Director Bustamante said it's great that the district is transparent with the parents about the programs.

Dr. Helms praised Mr. Muñoz and Mr. Buchheit for all the hard work put into the preschool/daycare facilities.

Financial Report:

Ms. Davis shared a short summary of what was on her financial report.

- The financial reports are now fixed to reflect PERS obligation discussed at July's board meeting. As a result, the reports are more balanced and where they should be.
- Shared further detail on the financial reports included in the board packet from pages 26 to 27.
- The last two months increased paid-out money to Frontier Charter School. Frontier Charter School enrollment numbers are down, but the district hopes enrollment goes up. That is the reason for the difference in the amounts paid out.

Ms. Stevens said that the district could not depend on the money collected from Frontier Charter School because it can fluctuate, and it's best to keep that money in a saving account.

There was a brief discussion about the sub rates on the consent items that were increased this year to attract more subs since there is a shortage.

Ms. Stevens pointed out that there is an updated report on meal reimbursement amounts. The numbers on Ms. Fitz-Henry's report included in the packet were wrong. The state had given the incorrect amounts for reimbursement on meals. Despite the error, she stated that it's still good news for the district.

Superintendent Report:

Ms. Stevens reported that she had a great meeting with her administrators yesterday and is very excited about having staff back and ready for students. She indicated that the district is fully staffed with only one open position due to the recent resignation of the middle school counselor. She stated that the district is closely watching class sizes at the elementary due to numbers increasing in the lower grades. The district will hire a co-teacher to be ready on the first day of school and be prepared just in case numbers increase more and a teacher is needed.

6.0 BOARD FOCUS/MEMBER TOPICS:

None.

7.0 CONSENT ITEMS:

7.1 Approve

New Hire / Temporary/Rehire:

Extra Duty:

David Castle, GHS Head Cross-Country Coach
Lucas Hill, GMS Student Council
Ector Quintanilla, Middle School Football Coach

**7.2 Approve
Contract Change / Renewal:**

Recall:

**7.3 Approve
Resignation/Retire/Termination/Non-Renewal:**

Renee West, Instructional Assistant
Jessica Yankee, FLC Instructional Assistant

Decline:

Reduction in Force:

**7.4 Approve
2022-2023 Substitute Pay Rates**

Gervais School District #1 Board of Directors approves the substitute pay rates as shown below.

2022-2023 Substitute Rates

Substitute Type	PayCode	Description	FullDay Sub Rate	HalfDay Sub Rate	Hourly Sub Rate
Substitute Teacher	10	Substitute Teacher	\$ 230.00	\$ 115.00	
Substitute Teacher	11	Substitute Teacher LT 11+ Consecutive Days	\$ 252.00	\$ 126.00	
Substitute Teacher	12	Summer School Substitute Teacher			\$ 29.00
Substitute Teacher	13	Substitute Teacher Extra Duty Hourly			\$ 29.00
Substitute Paraprofessional	20	Instructional Aide			\$ 15.31
Substitute Paraprofessional	21	Instructional Aide (Functional Learning Center)			\$ 17.26
Substitute Paraprofessional	22	Substitute IA - Summer			\$ 15.31
Secretary	30	Standard			\$ 15.77
Custodial	40	Custodian II			\$ 16.14
Food Service	70	Cook			\$ 14.64
Food Service	71	Substitute Food Service Support			\$ 14.50
Interpreter	5180	Standard			\$ 25.00

**7.5 Approve
2022-2023 Food Products and Non-Food Supplies Requirements Award**

Gervais School District #1 Board of Directors approves to award the 2022-2023 Food Products and Non-Food Supplies Requirements RFP to Sysco Portland as per agenda item 08-22-7.5.

7.6 Approve

Motion:

There was a motion made by Director Bustamante 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 5-0

8.0 ACTION ITEMS

None.

9.0 DISCUSSION ITEMS

9.1 School Board & Superintendent Goals

Ms. Stevens presented to the board on Year Two of Strategic Planning. She recommended that the EL plan presented earlier would be a great goal that the board selects for the OSBA scholarship program. This goal would help with community engagement and making different budget decisions. She stated that the resolution that the board created last year that focused on inclusion will be posted on the website now, and the next step would be to adopt a tool. Regarding goal number four, she said that she would like the board to appoint someone to work with her regarding the bond. Finally, Ms. Stevens recommended to the board that they come up with two goals to focus on for this coming year.

There was a brief discussion that Director A. Contreras would work on this with the superintendent.

9.2 Policy First Reading

BBBA: Board Member Qualifications

BCF: Advisory Committees to the Board

CB: Superintendent

CBC: Superintendent's Contract

CPA: Layoff and Recall for Administrators

GBEA: Workplace Harassment

GCAA: Standards for Competent and Ethical Performance of Oregon Educators

GCBDB/GDBDB: Early Return to Work

IFE: Curriculum Guides and Course Outlines

IGBAF: Special Education-Individualized Education Program (IEP)**

IMB: District Improvement Program

IIA: Instructional Resources/Instructional Materials

IIA-AR (2): Challenge of Instructional Materials

IIA-AR (3): Challenge for Instructional Materials

JEA: Compulsory Attendance**

JGAB: Use of Restraint or Seclusion**

Comments:

Ms. Stevens said that she wanted to discuss policies IIA and the ARs before she talks to her administrators. She indicated that when there is curriculum adoption, a committee is involved in reviewing the material. She stated that her intention is always to engage the parents/community when there's a curriculum adoption involved. She expressed that AR's have to be adopted in case of any associated problems with the curriculum library. She also said that parents could choose to remove their child from the curriculum but would have to work together to come up with an alternative to teach the subject.

There was a brief discussion that there is always the risk that the parent opt-out could have digital access to the curriculum if a friend shares it.

9.3 Presentation City Council Meeting

Ms. Stevens said the district and City Council have decided to have a joint meeting on September 15, 2022.

The group discussed the logistics of the flow/agenda for the joint meeting.

Ms. Stevens indicated that the joint meeting will be recorded, so it will be available if the public would like to watch the discussion.

The group agreed to have a packet made up so that they could see the pricing compared to the projects listed on the bond when doing the walkthrough. In addition, the group indicated that they like to have highlighted

the projects that the district could not afford.

Ms. Stevens said she would work on the agenda for the joint meeting.

9.4 Bond

Ms. Stevens shared that hiring a polling company is very expensive but she has received some good news: the Marion County Elections Office can provide addresses grouped by precinct numbers. She stated that she plans to focus on those specific groups to be able to use a different strategy/approach to pass the bond and ask the board to get more involved in this process to have a better opportunity to succeed the second time around. Finally, Ms. Stevens stated that she recommends finishing the middle school because, according to the assessment, that building has more needs than in the other buildings. She indicated that mailing to voters would go out every three weeks to get the word out.

10.0 FUTURE AGENDA ITEMS

11.0 ADJOURN

11.1 Adjourn Regular Session

Director Bustamante adjourned the Regular Session at 7:29 p.m.

APPROVED



Board Chairperson



Board Secretary