

**Gervais School District #1  
School Board Regular & Executive Session  
Meeting Minutes Tuesday, April 18, 2023**

**REGULAR SESSION**

Director Bustamante called the School Board of Gervais School District #1, Marion County, into a Regular Session on Tuesday, May 18, 2023, at 6:00 p.m. Board members present included: Henry Bustamante, Maria Caballero, Ana Contreras, and Maria Contreras (Director Toran was absent). Others present included Dandy Stevens and Sandra Segura.

**Visitor Guest Book:**

Andrew Aman, Eliana Belle, Caryn Davis, Lucas Hill, Dusty Price, Todd Schweitzer, and Toni Williams-Johnson.

**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**

**Recognition of Licensed Employees**

The Board recognized and proclaimed a resolution to recognize licensed employees the week of May 8-12. Director Bustamante read the resolution to the group.

The Board thanked the licensed staff for working hard and prioritizing students' education.

Ms. Belle was present at the meeting to represent the licensed group and received the message on behalf of the group.

**2.1 Public Forum Sign-Up:**

No one signed up to speak.

**Public Forum Sign-Up included:**

Director Bustamante reminded the public that if they signed up to speak, to make sure that comments were kept brief and concise and within the time limit of three minutes.

**3.0 APPROVAL OF MINUTES**

Director Bustamante asked the board members if they had any corrections to the board minutes from the Regular & Executive Session on March 16th.

**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 & Executive Session on March 16, 2023. The motion passed 4-0. (Director Toran was absent)

**4.0 PUBLIC FORUM:**

**REPORTS**

**Student Council:**

No student was present to report.

**Administrators Report:**

**Gervais High School**

Mr. Aman (high school principal) reported the following things about the high school.

- The YouthTruth survey was done in November, and the data will be reviewed by staff during two sessions to determine the next steps for next year based on the data received.
- 11% of GHS families completed the survey. Data indicates that compared to other high schools, the highest-rated themes are relationships and school safety, and the lowest are resources and engagement. The highest-rated question was about

- families and teachers caring about each other. Staff also agree with the data that the high school is a welcoming place.
- The YouthTruth data results for staff, compared to other high schools, indicated that the highest-rated themes are professional development and support and school safety. The lowest-rated themes were engagement and relationships. The highest-rated question was, "I receive regular feedback from my colleagues and the lowest was, "My school empowers me to use creativity in my work."
- Student participation in the survey was about 80+%. The highest-rated themes were "belonging & peer collaboration" and "culture." The lowest rated themes were "academic challenge and relationships". The highest-rated question was, "I enjoy school most of the time." The lowest-rated question was, "I try to do my best in school."
- Forecasting for the coming year is being done for grades 10<sup>th</sup>-12<sup>th</sup>, and we had a 9th-grade parent orientation to talk to incoming high school students about expectations. Twenty-five families were in attendance for 8<sup>th</sup> grade parent night. Forecasting is completed for the 9<sup>th</sup> grade. Three new elective choices exist journalism, yearbook, and print production.
- The high school plans to send the same number of students to WCA for the coming year. The high school will seek students who are a good fit for WCA. Student field trips are taking place for students to see their options.
- The Chemeketa EMT program will be offered to high school students. Students enrolling in that program will spend half their day at the Chemeketa campus.
- The College and Career Center will go through revamping to provide more resources for students. The GEAR Up coordinator who will take charge of these resources, will attend a two-day retreat with other coordinators around the state.
- FAFSA applications are being completed and submitted.
- There are a few educational field trips planned for students, such as Chemeketa's open house and Powell's.
- Seniors' activities will be the same as last year, parade before the ceremony and senior trip.
- Upcoming events/activities for high school students are a blood drive, macho volleyball, FFA plant sale, prom, and the Mr. and Ms. Gervais pageant.

### **Gervais Middle School**

Ms. Williams-Johnson (middle school principal) introduced the middle school leadership students and leadership advisor Mr. Hill.

The leadership students shared the following things:

- No one eats alone program to prevent student social isolation
- Expanded on details about assemblies where teachers select certain students to recognize
- Published two issues of a student newsletter for middle school
- The different dances that they have organized

Mr. Lucas said teachers give out tickets to students as part of PBIS to have an opportunity to win prizes, and the students are selling healthy snacks and fundraising for dances. The students made posters to celebrate black heritage month.

Ms. Williams-Johnson commended Mr. Lucas for doing a great job in his role. She said the leadership students are the heart of the school. Leadership students take the course for a full semester, and to be part of the class, students must have a signature from a teacher. Students are not required to be "A" students.

Student of the Month was delayed this month, and integrity is the theme to be selected as a student of the month. Advisory teachers are the ones that pick those students to be recognized. Conferences in the evening had lower attendance than in the afternoon. Conferences in the fall had better attendance. The event showcasing student work was a success, and it was cool to watch students show off their work to their parents.

Testing will be done in two days, and snacks will be provided. During the two-day testing window, students will be given morning and afternoon shorts breaks. She hopes that by following this new strategy, it will help students to do better in testing.

### **Gervais Elementary School**

Mr. Price (elementary principal) reported the following things.

- Shared how successful STEAM nights have been for students with great participation in several activities.
- Students have taken field trips to OMSI and Silver Creek. Newcomers (English Language Learners) got to talk about things during their trip to Silver Creek.
- There are several afterschool clubs offered to elementary students because of the Latinx grant. The clubs are well attended and help open students' minds.
- There will be some changes in staffing due to individuals retiring this year and new hires.
- A story was shared attributing to the quality of staff that worked with elementary students.

Director A. Contreras commended all the staff for doing an awesome job because she knows how difficult an educator's job is.

Ms. Stevens said she would have Mr. Schweitzer go now instead of waiting until later in the agenda to discuss the Frontier Charter Academy Budget.

### **Frontier Charter School**

Mr. Schweitzer, after hearing the administrator's reports, praised them for doing an outstanding job. Mr. Schweitzer reported that enrollment for Frontier Charter Academy is down and had to reduce three FTE. He said that they were good quality teachers but had to make the reduction. He thinks that their budget will decrease by 400K. Student numbers are increasing slowly compared to what they projected. The projection count is 363 students. Another adjustment they had to pause was the contribution of 3% to a 403b account contribution for employees. Staff is offered PERS. Their staff received a step increase but did not receive a COLA increase for the coming year. Otherwise, the budget is healthy, and we are fortunate to have hired Ms. Wolfer to manage their FCA finances.

Ms. Stevens reminded the board that they would approve this later in the agenda during the action items.

### **Financial Report**

Ms. Davis (business manager) thanked the board members for completing their Statement of Economics Interests questions. Ms. Davis went over page 27 of her financial report to explain in detail all the funds. Certain areas have some cushion for extra grants if the district receives them. She referenced that the report says local and state sources anticipate getting \$3.5M which is the state school fund. One factor is that Frontier Charter School enrollment numbers were less than anticipated, and some grants were figured in that the district will not receive. She pointed out in the year-to-date column, Revenue is \$22M. The district had budgeted \$29M, with expenses at \$14M. She noted that on page 31, the impact of decreasing enrollment numbers for Frontier Charter shows in this report. All reports included in the board packet are, as expected, up to date. She said she is working on the budget for the coming year, and the general fund is very tight for the coming year.

### **Superintendent Report**

Ms. Stevens said she has focused on three areas budget, bond, and bargaining. Regarding the budget, the district will propose a budget making the best estimate possible with the guidance of the administrators from all schools. She said adjustments would be made if the budget came higher. She shared that the elementary still has one blended classroom. Her priority would be to have an unblended classroom at the elementary school. She feels that blended classrooms are hard on teachers and students. She pointed out the board would see personnel movement under the consent agenda items. This is due to staff retiring and cuts at the middle school, and technically there are no layoffs now because the staff is being transferred into those positions. One lay-off for the elementary school is due to another staff member having seniority/bumping right over the music teacher. That person will stay on our recall list for any future openings. Another movement that the board might see is with the current daycare staff. There may be positions at the preschool program that they can move to due to the possibility of having staff from that program resign at the end of the year. She informed the group that the next budget meeting is scheduled for May 2<sup>nd</sup>. She stated that regarding the make-up snow-up make day, staff will not need to make it up because the district meets the instructional hours required. She recommends not making it up because there is no need. Lastly, Ms. Stevens shared that Representative Tracy Kramer reached out to her about giving testimony on the grant for the high school roof to the Joint Committee at Portland Community College. She explained the process for giving testimony because numerous people were there, including representatives from the City of Gervais testifying about the Fire Station. She said that she heard back from Tracy Kramer that her testimony made an impression on them.

### **6.0 BOARD FOCUS/MEMBER TOPICS:**

None.

### **7.0 CONSENT ITEMS:**

#### **7.1 Approve**

##### **New Hire / Temporary/Rehire:**

Jeshua Zabala, GMS Teacher

Justin Wilson Gabor, Assistant High School Principal/GMS & GHS Athletic Director

##### **Extra Duty:**

Julie Powers, Attendance Specialist

#### **7.2 Approve**

##### **Contract Change / Renewal:**

Julie Powers, from Facilities Secretary to Assistant Facilities Manager (0.5 FTE)

Sterling Roberts, GHS Teacher to GES Teacher

Stephanie So, from GES Teacher to GES TOSA-Special Programs

##### **Recall:**

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

Sheena Bettis, GHS Teacher

Griselda Cueto, Cook

Ruby Dettwyler, GES Teacher

Kay Gage, GES Teacher

Marci Lister, GES Teacher

Austreberto Delgado Mendoza, GHS Soccer Head Coach

Eleanor Piazza, GES Teacher

Enrique Sandoval, Girl's Head Basketball Coach

Ben Schultz, Boys Head Basketball Coach

**Decline:****Reduction in Force:**

Jane Carter, GES Teacher

**Other:****Transfers:**

John Cook, from GMS Teacher to GES Teacher

Cassie Miller, from GMS Teacher to GES Teacher

**7.4 Approve****Baseball Co-op**

Gervais District#1 Board of Directors approves baseball Co-op with North Marion for spring 2023, as shown on agenda items 03-23-7.4.

**Motion:**

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

**8.0****ACTION ITEMS****8.1 Frontier Charter Academy Budget for 2023-2024****Motion:**

There was a motion made by Director A. Contreras and seconded by Director Caballero that the Gervais School District #1 approve the Frontier Charter Academy Budget for 2023-2024, shown on agenda item 04-23-8.1. The motion passed 4-0. (Director Toran was absent)

**8.2 OSBA Board Vacancy**

No interest from any of the board members.

**8.3 Turf Field**

Ms. Stevens said that she needs approval from the school board to move forward in the process with the turf field. She said that she and Ms. Davis are researching to see if the district needs to go through a bidding process before moving forward. By the time this is decided, the bond election will occur. If the district does not get the grant for the roof, then the board would need to decide if the district would use FCA money.

Director Bustamante asked if excavation is included in the 350K figure for the turf field.

Ms. Stevens said that would be included in the portion of the materials covered.

**Motion:**

There was a motion made by Director A. Contreras and seconded by Director M. Caballero that the Gervais School

District #1 approves Superintendent Stevens to move forward with the turf field process. The motion passed 4- 0. (Director Toran was absent)

#### **8.4 School-Based Health Center Approval Letter**

**Motion:**

There was a motion made by Director A. Contreras and seconded by Director M. Caballero that the Gervais School District #1 approves Superintendent Stevens of crafting a letter of support for the School-Based Health Center. The motion passed 4- 0. (Director Toran was absent)

### **9.0 DISCUSSION ITEMS**

#### **9.1 Bond Update**

Ms. Stevens listed all the bond mailings that will be mailed in the following weeks, informing the community about the bond and tax assistance grant. She indicated that other items, such as door hangers, yard signs, and banners, had been ordered to spread the word. The district will have food/bouncy houses available during the cleanup day in Gervais, and a table will be set up to ask attendees if they are registered to vote. If not, then assistance will be available to get them registered. The PAC members will text individuals to ask if they wish to participate in door-knocking because not many have volunteered. Ms. Stevens said she would attend the seniors' assembly to remind them about voting. The videos the Millennials created have had many reviews, and no negative comments have come up. During May, the goal is to target in-town voters since last year's results indicated that not everyone voted.

The group discussed involving students in this process and providing gift cards to get them interested in helping.

Director A. Contreras and Director M. Contreras volunteer to do door-knocking. Director Bustamante would like to donate money to purchase gift cards to hand out.

#### **9.2 Policies First Reading**

Ms. Stevens expressed that this set of policies has minimal changes and said she would have the technology director review the Cybersecurity policy. The KL policy only had minimal changes on the timeline to make a decision to a complaint in 30 days.

#### **9.3 OSBA Scholarship Application**

The group discussed that the applications used previously worked with minimal changes. The group approved to have the application due by May 12<sup>th</sup> (three weeks) to be able to recognize the recipients at the senior award night.

#### **9.4 Draft OSBA Letter**

The school board approved Ms. Stevens to drafting a letter to to OSBA, addressing the issue of not showing support for Willamette Career Academy.

### **10.0 FUTURE AGENDA ITEMS**

Director Bustamante called an Executive Session at 7:25 p.m. under ORS 192.660 (2) (d) "Labor Negotiator Consultation."

Director Bustamante adjourned the Executive Session at 7:54 p.m. and reconvened the Regular Session.

### **11.0 ADJOURN**

#### **11.1 Adjourn Regular Session**

Director Bustamante adjourned the Regular Session at 7:55 p.m.

APPROVED

Ana B Contreras

Board Chairperson

Sarah Sig

Board Secretary