

**Gervais School District #1  
School Board Regular & Executive Session  
Meeting Minutes Thursday, June 15, 2023**

**REGULAR SESSION**

Director Bustamante called the School Board of Gervais School District #1, Marion County, into a Regular Session on Thursday, June 15, 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, Caryn Davis, Lenthal Kaup, and Toni Williams-Johnson.

**1.0 CALL TO ORDER**

**1.1 Pledge of Allegiance**

Director Bustamante called the Budget Hearing to order at 6:00 p.m.

**BUDGET HEARING**

**1.2 Modifications for 2023-2024 Budget**

Director Bustamante announced that the public would have the opportunity to comment on the budget during this time. Director Bustamante asked Ms. Caryn Davis to read the 2023-2024 budget resolutions.

Ms. Davis proceeded to read the following resolutions. See action items for actual verbiage.

Resolution#06-23-8.1.1 Adopting the 2023-2024 Budget

Resolution#06-23-8.1.1 Making Appropriation for the 2023-2024 Budget

Resolution#06-23-8.1.3 Imposing & Categorizing the Tax

**1.3 Discussion of 2023-2024 Budget**

Director Bustamante asked if there were any further comments or questions.

The public had no comments.

Director Bustamante closed the budget hearing at 6:07 p.m. and proceeded with the Regular Session.

**2.0 INTRODUCTIONS & ANNOUNCEMENTS**

**Athletics Recognition**

The school board recognized Izzy Boyd, Olivia Boyd, and Gotty Ramon for their outstanding athletic performance.

**Summer Board Conference August 11-13 at Salem Convention Center**

Ms. Stevens informed the board that the summer board conference is coming up on August 11-13 at the convention center in Salem, and if any board members wish to attend, contact Sandra for information.

**End of the Year All Staff Party-June 16, 2023**

Ms. Stevens extended an invitation to the all-staff end-of-the-year party that will be held at the Topwire Hop Project. She said this would be the first social gathering outside the district since COVID.

**OSBA PSP Scholarship Recipients for 2023**

Ms. Stevens announced the recipients of the OSBA 2023 scholarship.

Alisha Avalos, Sofia Contreras, Lauren Ferschweiler, Natalie Gieselman, and Alexa Quintero.

Ms. Stevens stated that this year's senior class received \$797K in scholarships. She expressed that this is very powerful for such a small class. She said she would ensure this gets posted so people can see how much kids can gather for their higher education.

### **OSBA Correspondence**

Ms. Stevens said that she added a packet regarding a letter sent to OSBA to support additional funding for WACA. Mr. Green responded and told him through email that she would share his correspondence with the board and WACA leadership so all know where OSBA's perspective regarding additional funding.

### **Board Resignation**

Director Caballero announced that she would resign from her board position due to medical reasons.

The board thanked Director Caballero for her commitment as a board member for many years.

#### **2.1 Public Forum Sign-Up:**

Lenthal Kaup.

#### **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 Budget Committee Session on May 2, 2023, and the Regular & Executive Session on May 17, 2023.

Director M. Contreras pointed out that the day was listed as "Tuesday" and it should be "Wednesday" on the Regular & Executive Session minutes.

#### **Motion:**

There was a motion made by Director A. Contreras and seconded by Director M. Contreras that the Gervais School District Board of Directors approve the minutes from the Budget Committee on May 2, 2023, and the Regular & Executive Session on May 17, 2023, with the corrections noted. The motion passed 3-0. (Director Toran was absent & Director Caballero resigned earlier)

### **4.0 PUBLIC FORUM:**

Mr. Kaup said he is concerned about the number of repairs needed around all facilities. He said that several businesses in town could perform fix those repairs. He is also concerned about students not reading at grade level, which needs to be corrected. He said some students could have vision problems that need to be checked, and he mentioned a good source.

Maria Caballero left the meeting at 6:24 p.m.

### **REPORTS**

#### **Student Council:**

No student was present to report.

#### **Administrators Report:**

##### **➤ Equity Committee**

Mr. Aman provided the following update:

- Mr. Price has taken the lead on this committee and has done a great job leading it.
- The committee is made up of people that bring different perspectives.
- The committee came up with an Equity Lens that is now ready, it is easy to follow and can be used to guide things such as curriculum adoption, and new policies.
- The committee tested the Equity Lens on attendance since it's an area that encompasses everyone.
- A survey was sent out to receive feedback from different stakeholders. Overall, the feedback was very honest from those individuals that completed the survey. The data will be shared with building leadership.
- Next year the committee will be able to take the next step of having one of the committee members help facilitate and walk through the equity lens to see if we are being inclusive in all areas.

##### **➤ Gervais High School**

Mr. Aman reported the following things for the high school:

- Graduation happened last week. The graduation rate is at 92%, and it might go higher over the summer. Oregon's

- average is 81%. Students will have the opportunity to finish during summer school.
- Staff have been good at ensuring seniors complete their work and graduate.
- Staff did a survey last year looking back on what went well and what did not. They did say that advisory could always improve. Now that the high school has a GEAR UP coordinator, that individual can offer a more robust advisory. The advisory will have new expectations for the coming year, including a leadership team. The plan is to make it linear for middle school and high school and to create more of a college campus feel for students.
- Disciplinary items in progress include the implementation of in-school suspension and a new rule for cell phone usage because they find that students are asking to go to the bathroom to use their cell phones.
- It was announced that there are several new positions for next year; Assistant Principal/Athletic Director, FFA teacher, ELD teacher, and Instructional Assistant for the alternative program.
- Summer school will run from June 20 to 30 for high school students. After June 30<sup>th</sup>, courses will be available online through PAWS for students to continue doing work. It has been confirmed that 85 students will attend summer school. If students do not show up, then they will door-knock.
- Praised the staff for always going above and beyond to help our students succeed.

Ms. Stevens said that ODE now allows us to pull charter school data so that it does not affect the district's data, such as the graduation rate. She also commented that, for the moment, the district will no longer accept transfers for seniors. We currently have 85 seniors and no capacity to serve more.

#### ➤ **Gervais Middle School**

Ms. Williams-Johnson presented the following for the middle school:

- Enrollment is currently at 195.
- Celebrated student of the month for May and June.
- Celebrated teacher appreciation week with lots of food, and they appreciated it.
- Student referrals increase towards the end of the year.

There was a brief discussion about whether it's normal to have that number of referrals towards the end of the school year and what types of referrals are considered major things.

Ms. Stevens added that some have police involvement, and the district uses a data suite embedded in PowerSchool for behavior components.

Director A. Contreras asked if that was available for parents to view.

Ms. Stevens said she does not think it's available for parents to view.

Ms. Williams Johnson continued with the highlights for the middle school.

- The leadership class and Mr. Lucas did an electronic yearbook that will be sent out to all students in a hard copy so their peers can get it signed.
- Eight grade promotion went well; there were 78 eighth graders, but only 76 were promoted. One did not walk for medical reasons, and the other student did not complete all the promotion requirements. The results are still impressive.
- 92% of students were eligible for a trip to Oaks Park. The requirement was that they had to get a "C" or better in their classes.
- The middle school had a field day for all, which went well. Everyone had fun.
- The middle school will do something new called "moving up" next school year. The sixth-grade teacher team went to the elementary and introduced themselves to the 5<sup>th</sup> graders and will invite them to the event on August 24<sup>th</sup> to welcome them and make their transition easier. Six graders will get to know where their lockers will be, and they will also get t-shirts and attend other planned activities.
- Lockers will be moved to the gym, and a couple of teachers will move classrooms.
- A new Science teacher will be joining the middle school, and it will be good for the students to have two full-time Science positions.
- The middle school will have a new PE teacher in the coming year.

Director A. Contreras said that it's such a great idea to do the "moving up" event to help student transition go so much smoother. She praised Ms. Williams-Johnson for doing a great job in her leadership role.

Ms. Stevens said that Mr. Price had another event at the elementary at the same time, so he will not be here to present.

#### **Financial Report**

Ms. Davis shared the following things in addition to her written report.

- All financial things are as expected during this time of the year.

- The district will continue to use Modified Accrued for the district's accounting method versus Modified Cash Basis Accounting. Research was done on the other option discussed at the last meeting, and it's too expensive to move in that direction.
- SB1149 & Facilities Funds Anticipated Capital Projects for 2023-2024-Ms. Davis shared that several projects need to be taken care of, such as the roofs in all the buildings, including the daycare. The district applied for two grants and hopes we can obtain the grants to take care of the projects. The district will use ESSER funds for HVAC upgrades.
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### **Superintendent Report**

Ms. Stevens reported the following things connected to the SB1149 & Facilities Funds Anticipated Capital Projects for the 2023-2024.

- The district received an insurance payout when we experienced high winds and damage to the elementary roof. Those funds will be used to repair a portion of the roof for the elementary.
- With the state funding coming to \$10.2B, the district moved some staff members' salaries from ESSER into the general fund.
- ESSER leftover funds will be used for HVAC upgrades and mainly boiler systems.
- The district did not receive the "American Energy" Grant but will apply again next year in the fall.
- The high school roof is quite expensive because it's a special type that requires a specialized roof company to repair and guarantee the work. The district did receive a bid for 1M dollars.
- There is a possibility that the district could use some of the funds put aside from sales of schools and funds collected from sponsoring Frontier Charter School if enrollment continues to decrease. Due to the continuous lack of funding from the state, a discussion would need to be held with the board to decide how to best use the funds.
- The district has parking lot problems, including having a gravel parking lot for most of the parking. The gravel sometimes can cause individuals to step wrong, making it unsafe to walk, and there are areas where water accumulates a lot, and staff must walk through puddles during the rainy season. The draining issue was created by the City of Gervais, and a discussion is in the works to solve this problem. A third party provided a quote of \$70K for the projects first phase.

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

## **7.0 CONSENT ITEMS:**

### **7.1 Approve**

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

Fenya Aman, GHS Assistant Volleyball Coach  
 Melissa Ayala, GHS Summer School Secretary  
 Sarahi Bazan, Summer School Instructional Assistant  
 Amanda Braswell, GHS Summer School Teacher  
 Andre Brown, GHS Summer School Instructional Assistant, Basketball Intramural Girls  
 Steven Buchheit, Part Time Temporary Maintenance II  
 Suzanne Bustamante, Special Ed. Stipend  
 Rachel Bottomley, Summer School Instructional Assistant  
 Alex Camacho, Basketball Intramural Boys  
 Maricruz Camacho, Summer School Office Manager  
 Kristin Camat, Special Ed. Stipend  
 David Castle, Cross-Country Head Coach, Track Head Coach  
 Veronica Chacon, Summer School Secretary  
 Dante Chase, Summer School Instructional Assistant  
 Michelle Chase, Summer School Teacher  
 Madeline Crabtree, GHS Assistant Volleyball Coach, Summer School Instructional Assistant  
 Mercedes Cruz, Summer School Teacher  
 Jessica Cruz Cruz, Summer School Secretary  
 Jasmin Enciso, Summer School Instructional Assistant  
 Amber Enfield, AVID Coordinator  
 Cindy Everts, Summer School Instructional Assistant  
 Claxton Fernandez, GHS Assistant Football Coach (.5 FTE)  
 Ricardo Ferreira, GHS Assistant Football Coach (.5 FTE)  
 Ryan Figura, GHS Summer School Teacher  
 Grant Funderburg, Special Ed. Stipend  
 Sofia Garcia, GHS Summer School Teacher

Iban Gomez, Wrestling Head Coach  
 Megan Gomez, Intramural Volleyball Coach  
 Camille Hand, GES Teacher  
 Holly Hamlin, National Honor Society Advisor  
 Lucas Hill, GMS Student Council Advisor  
 Debbie Holum, Pageant Coordinator  
 Janelle Jackson, GHS Summer School Teacher  
 Gerardo Jimenez, GES Counselor Stipend  
 April Joy-Koer, GHS Summer School Teacher  
 Diana Kennedy, Summer School Instructional Assistant  
 Mitchell Kruse, Assistant Track Coach  
 Becki Lader, Wellness Champion  
 Kate LaFollette, GHS Summer School Teacher  
 Lisa Ludwikoski, Summer School Teacher  
 Richard Luna III, Intramural Football  
 Molly McCargar, GHS Head Volleyball Coach  
 Estella Moreno, Junior Class Advisor, Summer School Instructional Assistant  
 Erin Navarrete, GHS Football Assistant Coach (.5 FTE)  
 Juan Navarrete, Intramural Wrestling, GHS Head Football Coach  
 Elizabeth Obendorf, Summer School Teacher  
 Stephanie Oral, Summer School Instructional Assistant  
 Andrea Oropeza, GHS Counselor Stipend  
 Samantha Palmer, Drama Advisor (.5 FTE)  
 Tamara Pizer, Wellness Lead Coordinator  
 Jennifer Rodriguez, Intramural Track Coach, Summer School Secretary  
 Adelita Ruiz, Basketball Intramural Girls, Intramural Volleyball Coach, Aguilas de Oro Advisor  
 Scott James, Maintenance II  
 Susan Smith, Special Ed. Stipend  
 Stephanie So, GES National Honor Society Stipend  
 Sarah Steele, Summer School Instructional Assistant  
 Marisol Valle, GHS Summer School Instructional Assistant, K-8 Summer School Instructional Assistant  
 Ruby Valle, Summer School Instructional Assistant  
 Alyssa Ventura, Summer School Instructional Assistant  
 Charlene Weidemann, GES Student Council Stipend, Wellness Champion, Summer School Office Manager  
 Aloha Yoshinaga, GMS Counselor Stipend, GMS 504 Facilitator Stipend  
 Laura Zurita Morales, GHS Counselor Stipend, GHS 504 Facilitator Stipend

**Extra Duty:**

**7.2 Approve**

**Contract Change / Renewal:**

Francisco Botello, from Part Custodian to Part-Time Maintenance

**7.3 Approve**

**Resignation/Retirements/Termination/Non-Renewal:**

Kristin Camat, GHS Assistant Girls Soccer Coach  
 Kevin Davidson, GHS Head Softball Coach  
 Daniel Knauf, GHS Assistant Boys Basketball  
 Chantel Marquez, District Nurse  
 Lindsay McCargar, GHS Assistant Softball Coach  
 Shawna Olberding, GHS Instructional Assistant  
 Ector Quintanilla, Intramural Football Coach  
 Adelita Ruiz, .5 FTE Teacher  
 Jorge Vera, Middle School Soccer Coach

**Decline:**

**Reduction in Force:**

**Other:**

Traci Riches, Leave of Absence for 2023-2024

**Transfers:**

**7.4 Approve**

**Out-of-State Travel**

Gervais District#1 Board of Directors approves travel for Celia Marquez to the PowerSchool University Conference on June 25-29 in Anaheim, CA.

**7.5 Approve**

**2023-2024 Organization & Procedural Appointments**

Gervais School District #1 Board of Directors approves the 2023-2024 Organizational & Procedural Appointments, as represented in Agenda Item 06-23.7.7.

**7.6 Approve**

**Licensed Administrators, Classified Manager, and Confidential Agreements 2023-2024**

Gervais School District#1 Board of Directors approves the salary schedules for the licensed administrators, classified managers, and confidential agreements as presented on agenda item 06-23-7.6.1

**Approve**

**7.7 2023-2024 Dairy Products & Bakery Products Requirements Award**

Gervais School District #1 Board of Directors approves awarding the 2023-2024 Dairy and Bakery Products to Spring Valley Dairy & Goody Man Distributing Inc. as per agenda item 06-23-7.7.

**7.8 Approve**

**Anticipated Capital Projects for 2023-2024**

Gervais School District #1 Board of Directors approves the anticipated capital projects for 2023-2024 as shown on the business managers report.

**7.9 Approve**

**Declare Surplus**

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

Beginning Sculpture, Davis Publications, 2005 Qty. 30

Experience Clay, Davis Publications, 2003 Qty. 30

Art Talk, Gencloe, 2005 Qty. 51

Discovering Art History, Davis Publications, 2007 Qty. 30

**Math Textbooks**

Elementary: Math Learning Center: Bridges (quantity available)

Middle School: EdGems: EdGems (quantity available)

High School: Glencoe: Algebra 1, Geometry, Algebra 2 (quantity available)

**Motion:**

There was a motion made by Director A. Contreras and seconded by Director M. Contreras that the Gervais School District #1 approve the consent items listed en masse. The motion passed 3-0. (Director Toran was absent)

**8.0 ACTION ITEMS**

**8.1 Adopting the 2023-2024 Budget**

**Motion:**

Director Bustamante made a motion, and seconded by Director M. Contreras, that the Gervais School District #1 approve adopting the 2023-2024 budget. The motion passed 3-0. (Director Toran was absent)

**8.2 Making Appropriation for the 2023-2024 Budget**

**Motion:**

There was a motion made by Director M. Contreras and seconded by Director A. Contreras that the Gervais School District #1 approves Making Appropriation for the 2023-2024 Budget. The motion passed 3-0. (Director Toran was absent)

**8.3 Imposing & Categorizing the Tax**

**Motion:**

There was a motion made by Director Bustamante and seconded by Director A. Contreras that the Gervais School District #1 approves Imposing & Categorizing the Tax. The motion passed 3-0. (Director Toran was absent)

**8.4 Board Work Sessions and Regular Session Meeting Dates for the 2023-2024 School Year**

Ms. Stevens shared that she highlighted a couple of dates that she wanted to get input from the board. One was the December board meeting date which would fall too close to the holiday. The first Working Session will be scheduled for August 29<sup>th</sup>, and she recommended that in that Working Session, the board does its self-evaluation. The Budget Committee schedule would follow the same pattern as this year, with one meeting and another reserved just in case it's needed.

The board approved changing the Regular Session from December 21<sup>st</sup> to December 14<sup>th</sup> and was good with the other proposed dates.

**Motion:**

There was a motion made by Director A. Contreras and seconded by Director M. Contreras that the Gervais School District #1 approve the Board Work Sessions & Regular Session Meeting Dates for the 2023-2024 School Year with revisions discussed. The motion passed 3-0. (Director Toran was absent)

**8.5 Special Elections Results**

Ms. Stevens said she included a separate packet for the special elections because she received it after the board packet went out, and the election results must be accepted and approved by the board. She indicated that even though Director Caballero had resigned already, the district must still accept the results.

**Motion:**

There was a motion made by Director A. Contreras and seconded by Director M. Contreras that the Gervais School District #1 approves the Special Elections Results as presented by Ms. Stevens. The motion passed 3-0. (Director Toran was absent)

**8.6 Declare Board Vacancy**

Ms. Stevens said she will have the board declare a vacancy now that Director Caballero has resigned, and she provided a draft vacancy timeline.

The board was good with the proposed timeline.

**Motion:**

There was a motion made by Director A. Contreras and seconded by Director Bustamante that the Gervais School District #1 approve Declaring the Board Vacancy. The motion passed 3-0. (Director Toran was absent)

**9.0 DISCUSSION ITEMS**

**9.1 Graduation Ceremony & Dress Code Policy**

The graduation ceremony policy was presented to the board, and a brief discussion was ensure about whether private school students could participate in the graduation ceremony. Private school/homeschool

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students have been able to participate in clubs or sports. Still, the policy does not allow them to participate in graduation ceremonies because that could cause some issues. After all, high school has its color, and private schools have their own, which could create further issues.

Director A. Contreras said she wanted to look further into the policy because a private school parent approached her with the question.

### **9.3 Bond Update**

The group discussed the following regarding the bond.

- There are not enough in-town voters voting.
- The district spent a significant amount of time speaking with people and sending information about the bond.
- An option could be to hire a polling company to be able to develop questions for the community in order to understand if the community is even interested in passing a bond. This is a decision that the board would have to make because it's costly to hire a polling company for this type of work. If a polling company is hired, it will come back with data after it's analyzed to determine the next steps.
- If a bond does not pass, funds accumulated from sponsoring Frontier Charter School would have to be spent because the district cannot operate with a \$10.2B funding from the state.
- There was an agreement by the group to move forward with the hiring of a polling company that the superintendent will be contacting to get the process going.

### **9.4 Strategic Plan Update**

Ms. Stevens said that on Wednesday, fifteen staff members will meet with Jerry Colonna, who has helped facilitate the work with the Strategic Plan to start planning for the coming school year.

Ms. Stevens provided the following updates on the Strategic Plan progress for the year.

- Mr. Aman updated the Equity Committee's progress this year earlier in the agenda.
- Goal 1-Regarding the social/emotional goal, the goal was met. The group will meet again in October to create a calendar to plan for professional development and teach students strategies on how to cope with social/emotional things through advisory/homeroom. In terms of the data collected on how kids are feeling, that information will be pulled out to see what the next steps are and to know what professional development is needed. The board discussed how to talk to middle and high school students through advisory/homeroom to learn strategies to cope with things.
- Goal 2-Equity Lens is a state rule and must be implemented by 2025. The district has started the work to get ahead. In two years, we must upgrade to add more members to that committee and include board members and parents.
- Goal 3--Aligning curriculum to state standards. The district has a teaching and learning tab that people can access easily to look up the standards, curriculum, and instructional strategies.

Ms. Williams-Johnson said that Dr. Atwood has done a great job presenting to the staff step by step. It helped to have visuals for instructional strategies to implement in the classroom or just to remind them. Dr. Atwood has met with teachers; it has been very valuable to review to remind teachers about the different teaching practices to use in the classroom.

- Will target more ELD teaching strategies this coming year since that is one of the board's goals.
- I-ready data in the dashboard looks amazing despite students not always being here daily. Things are drilled down to domain and skill levels, and the instructors are already planning on how to determine areas that staff need to work on to help students next year, and from what the data shows, it is doable. Hiring additional people has helped greatly and changed things to serve students better. Reading scores are expected to increase due to the additional resources.



Ms. Williams-Johnson said she is pleased to see the 6th-grade teacher team excited to look at the I-ready data. This will be a game-changer. It will be nice to see that third test score to compare scores.

There was a brief discussion that now, with all the changes, textbook adoptions, and strong leadership, more professional development is positioned to work systemically, and it will be a game changer for all.

Ms. Stevens said she would contact Kristen Miles if the board were okay with facilitating the board self-evaluation work. That way, there is plenty of time for the board to work on the self-reflection in July and then discuss it at the August 29th Working Session.

#### **10.0 FUTURE AGENDA ITEMS**

Director Bustamante called an Executive Session at 7:51 p.m. under ORS 192.660 (2) (d) "Labor Negotiator Consultation."

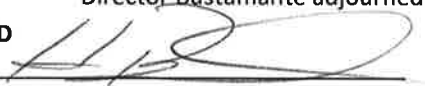
Director Bustamante adjourned the Executive Session at 8:00 p.m. and reconvened the Regular Session.

#### **11.0 ADJOURN**

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

Director Bustamante adjourned the Regular Session at 8:01 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 "Lorche Segun", written over a horizontal line.

Board Secretary

