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Within our growing, diverse community, we sow the seeds of opportunities to raise prepared, resilient students

School Board Meeting Packet

Thursday, August 17, 2023

Regular & Executive Session

The Gervais School District #1 Board of Directors will convene in a Regular Session at 6:00 p.m. Following the Regular Session will be an Executive Session in the District Office Conference Room & via ZOOM.

Persons having questions about, or requests for special needs and accommodations, should contact the Director of Special Services at the Gervais School District Office. Contact should be made at least 48 hours in advance of the event.

Individuals needing accommodations regarding translation should contact the Director of Federal Programs at the Welcome Center Office x4010. Contact should be made at least 48 hours advance of the event.

Gervais School District is an equal opportunity educator and employer. El Distrito Escolar de Gervais es una empresa educadora de oportunidad igual.



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REGULAR SESSION

The Gervais School District #1 School Board, Gervais, Oregon, will convene in a Regular Session at the District Office Conference Room and via ZOOM on **Thursday, August 17, 2023, at 6:00 p.m. Following the Regular Session will be an Executive Session.** The agenda for the Regular Session meeting includes, but is not limited to, the following business:

Reports:

Action Items:

- Updated Construction Excise Limits

Discussion Items:

- Working Session- Tuesday, August 29, 2023
Superintendent & Board Goals
- New Strategic Plan
- Bond

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/86296165914>

Or One tap mobile : +12532050468,,86296165914# US +12532158782,,86296165914# US (Tacoma)

Or Telephone: Dial(for higher quality, dial a number based on your current location):

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Webinar ID: 862 9616 5914

International numbers available: <https://us02web.zoom.us/j/86296165914>

EXECUTIVE SESSION

The Gervais School District #1 School Board, Gervais, Oregon, will hold an Executive Session under ORS 192.660 (2) (h) "Legal counsel" at the District Office Conference Room and via ZOOM online platform on **Thursday, August 17, 2023**, immediately following the Regular Session.

This institution is an equal opportunity provider. Esta institución ofrece igualdad de oportunidades

GERVAIS SCHOOL DISTRICT

Agenda of August 17, 2023, School Board Meeting
District Office Conference & via ZOOM
290 First Street
Gervais, Oregon 97026

Within our growing, diverse community, we sow the seeds of opportunities to raise prepared, resilient students.

ITEM	RESPONSIBILITY	TIME
1.0 CALL TO ORDER	Chairperson	6:00 p.m.
1.1 Pledge of Allegiance		
2.0 INTRODUCTIONS & ANNOUNCEMENTS		
2.1 Public Forum Sign-Up	Chairperson	
2.2 Visitor Guest Book	Chairperson	
2.3 Announcements	D. Stevens	
• Swearing of Board Member (policy BBBB)		
• All Staff In-Service August 30, 2023		
3.0 APPROVAL OF MINUTES (pages 8-13)	Chairperson	6:15 p.m.
3.1 Regular & Executive Session July 20, 2023		
4.0 PUBLIC FORUM	Chairperson	6:25 p.m.
4.1 Public Participation in Board Meetings (Gervais School District Policy BDDH-AR)		
<i>Statements by members of the public should be brief and concise. The chairperson may, at his/her discretion, establish a time limit on discussion or oral presentation by a visitor on any topic. Speakers may offer objective criticism of school operations and programs, but the Board will not hear complaints concerning individual school personnel. The Chairperson will direct complaints to the appropriate means for Board consideration and disposition of legitimate complaints involving individuals. At this time, members of the public are invited to present concerns to the Board.</i>		
5.0 REPORTS (pages 15-35)		
5.1 Administrators Report	All Administrators	6:35 p.m.
▪ All administrators		
5.2 Financial Report	C. Davis	
5.3 Superintendent Report	D. Stevens	
6.0 BOARD FOCUS/MEMBER TOPICS	Chairperson	6:45 p.m.
7.0 CONSENT ITEMS (pages 36-39)	Chairperson	6:50 p.m.
7.1 New Hire/Temporary/Extra Duty		
7.2 Contract Change/Recall/Renewal		
7.3 Reduction in Force/Resignation/Termination		
7.4 2023-2024 Substitute Teacher Pay Rate		
7.5 2023-2024 Food Products and Non-Food Supplies Requirements Award		

		ITEM
	RESPONSIBILITY	TIME
8.0	ACTION ITEMS (pages 40-41)	
	8.1 Updated Construction Excise Limits	7:00 p.m.
9.0	DISCUSSION ITEMS	
	9.1 Working Session- Tuesday, August 29, 2023	
	• Superintendent & Board Goals	
	9.2 New Strategic Plan	7:15 p.m.
	9.3 Bond	
10.0	FUTURE AGENDA ITEMS	
11.0	ADJOURN	
	Chairperson	7:30 p.m.

Gervais School District 1

Code: BBBB
Adopted: 7/15/93
Revised/Readopted: 7/16/20
Orig. Code(s): BBBB

Board Member Oath of Office

Any elected or appointed Board member must qualify by taking an oath of office before assuming the duties of office. The oath of office will be in the following form:

I, _____, do solemnly swear (or affirm) that I will support the Constitution of the United States, the Constitution of the State of Oregon and the laws thereof, and the policies of the Gervais School District. During my term, I will faithfully and impartially discharge the duties of the Office of School Board Member to the best of my ability.

END OF POLICY

Legal Reference(s):

[ORS 332.005](#)



How To Stay Inspired When You Are So Darn Tired!

Kickstart your school year with a fresh burst of vitality! Discover how to transform exhaustion into exhilaration by mastering the art of emotional empowerment. Elevate your spirits and ignite your drive, not just at work but also in your personal journey. Don't pass up this opportunity to explore dynamic strategies that promise to banish fatigue, ensuring you're primed to handle each day!

BIO



Christine Cashen is more than just a speaker - she's a force of nature. With over two decades of experience entertaining crowds, Christine has earned a reputation as one of the best in the business.

Her talent for finding the humor in everyday situations is unmatched, and her ability to turn those moments into something magical is nothing short of amazing. Whether she's delivering messages of positivity and productivity or just making people laugh, Christine's unique perspective on life is both refreshing and insightful.

In addition to her humor, Christine is also a certified speaking professional (CSP) and certified virtual presenter. She is one of the select group of individuals to meet the rigorous induction criteria of the National Speakers Association, CPAE Speaker Hall of Fame.

But Christine is more than just a speaker, her award-winning books, *THE GOOD STUFF: Quips & Tips on Life, Love, Work and Happiness* and *It's YOUR Business: Good Stuff for Your Personal, Professional, and Funny Business*, are must-reads for anyone looking for a healthy dose of humor and great ideas.

Despite her success, Christine remains grounded and humble. She holds a bachelor's degree in communication and a master's degree in Adult Education, and in 2016, she was awarded an honorary doctorate from Central Michigan University. Before becoming a speaker, she worked as a university admissions officer, corporate trainer, and broadcaster.

But above all else, Christine is a survivor. As a cancer survivor, she knows what it takes to overcome adversity and come out stronger on the other side. She's a mother of two, wife of a "hottie engineer," and a true inspiration to anyone looking to live their best life.

**Gervais School District #1
School Board Regular & Executive Session
Meeting Minutes Thursday, July 20, 2023**

REGULAR SESSION

Director Bustamante called the School Board of Gervais School District #1, Marion County, into a Regular Session on Thursday, July 20, 2023, at 6:00 p.m. Board members present included: Henry Bustamante, Ana Contreras, Maria Contreras, and Angie Toran. Others present included Dandy Stevens and Sandra Segura.

Visitor Guest Book:

Lenthal Kaup and Cassie Ross.

1.0 CALL TO ORDER

1.1 Pledge of Allegiance

Director Bustamante called the Regular Session to order at 6:00 p.m.

2.0 INTRODUCTIONS & ANNOUNCEMENTS

OSBA Summer Board Conference August 11-13, 2023

Ms. Stevens reminded the board members to notify Ms. Segura to register if they wished to attend the conference, she shared that she was asked to present at the conference.

August 18th and 19th Garage Sale, Tent at Gervais Elementary School

Ms. Stevens informed the board that the district would have a garage sale on August 18th and 19th open to the community. After the garage sale, the tent at the elementary field will be coming down.

2.1 Public Forum Sign-Up:

Lenthal Kaup and Cassie Ross.

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 June 20, 2023.

Director Contreras said that she had only one minor correction. Delete "private" on page 10 under the first discussion item.

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 Regular & Executive Session on July 20, 2023, with the corrections noted. The motion passed 4-0.

4.0 PUBLIC FORUM:

Ms. Ross said she heard the seniors did not have an all-night night party and received an Amazon card instead. She stated that she is concerned because this event is very important for kids before they move on to the real world. She said that if it had been communicated that the school needed help, somebody would have helped because she knows that Gervais is a community that helps. At least, that is what she experienced when her kids went to school. She suggested that if staff do not have the time to organize the all-night party, they should communicate with the community to ask for help. She mentioned that she knows some people that are willing to volunteer. If money is a problem, communicate with the community to support the kids. She said that when her kids attended high school, fundraising started in their first year of high school. She suggested putting those announcements on the reader board in the main street so the community will see them. Another suggestion to bring the community together was to put a banner out on the fence to announce when games are happening to bring the community together. She mentioned that she did receive all the mailings about the bond and voted, but in her opinion, invitations need to be more personal to bring the community together.

There was a brief discussion by the group that the piece that is lacking to make this type of event happen is parent support.

Mr. Kaup said he is concerned about the number of repairs needed around the school buildings and suggested taking care of the little jobs first since the district cannot spend a million dollars. He mentioned the roofs needing repairs and added that many companies in the community can do that type of work. Mr. Kaup added that he is also concerned about students not reading or writing at grade level and wishes the district would get some program to help the students improve in those areas.

REPORTS

Student Council:

No student was present to report.

Administrators Report:

Superintendent Report

Ms. Stevens said the district and the classified union are done bargaining and are working out some details to update the Collective Bargaining Agreement. She proceeded to summarize the language that both parties agreed upon. She reported that she is proud to say that the district has not gone through an expired contract and that staff have been conscious of limited funds when asking for salary increases. Once the language is updated on the Collective Bargaining Agreement, an updated agreement will be posted on the website in the next couple of weeks. She added that she is very proud of the direction the district is heading with assessment data. She reported that the district never had a system that would keep track of data from K-12, thanks to SIA funding, that is possible for the district. She indicated more discussion on this topic would occur in the August Working Session.

6.0 BOARD FOCUS/MEMBER TOPICS:

Director A. Contreras said she would like to host a party for Maria Caballero sometime in the fall for all the years she served as a board member.

The group briefly discussed and agreed that showing appreciation for her many years of volunteer work was a great idea.

7.0 CONSENT ITEMS:

7.1 Approve

New Hire / Temporary/Rehire:

Brenda Cruz Figueroa, Summer School Custodian
Isidro Diego Reyes, Summer School Custodian
Lilia Guerrero, Temporary Technology Support
Sofia Guzman, Temporary Technology Representative
Becki Lader, Temporary Technology Representative
Celia Marquez, Temporary Technology Representative
Katelyn Metzger, Agriculture CTE Teacher/FFA Advisor
Anai Perez, Custodian II
Ben Schultz, Temporary Technology Representative
Mayra Vasquez, Temporary Technology Representative

Extra Duty:

7.2 Approve

Contract Change / Renewal:

Elizabeth Obendorf, from GES Instructional Assistant to GHS ELD Teacher

Recall:

Jane Carter, GES Music Teacher

7.3 Approve

Resignation/Retirements/Termination/Non-Renewal:

Patricia Devine-Jenson, GES Teacher
Traci Riches, Nurse
Sterling Roberts, GES Teacher

Decline:

Reduction in Force:

Other:

Transfers:

7.4 Approve

Board Guidelines 2023-2024

Gervais School District #1 Board of Directors approves the 2023-2024 Board Guidelines, as shown in Agenda Item 07-23-5.

7.5 Approve

Declare Surplus

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

- Little tikes
- Small basketball hoop
- Chairs,
- Small tables,
- Books,
- Big boat toy,
- Easels
- Cubbies
- Bookshelf
- Office desk
- Conference table

7.6 Approve

2023-2024 Produce Products Award

Gervais School District #1 Board of Directors approves awarding the 2023-2024 produce contract to Caruso Produce as per agenda item 07-23-7.7.

7.7 Approve

Contracted Services

Gervais School District Board of Directors approves the 23/24 Service Contract awarded to JKW School Psychological Services for \$97,180. (reference Policy DJCA)

7.8 Approve

Appoint Budget Officer for 2024-2025

Gervais District#1 Board of Directors appoints business manager Caryn Davis as budget officer for the 2024-25 budget.

7.9 Approve

2024-2025 Budget Calendar

Gervais District#1 Board of Directors approves the 2024-2025 Budget Calendar as shown on agenda item 07-23.7.10.

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 4-0.

8.0 ACTION ITEMS

8.1 Elect 2023-2024 Board Chair

Director Bustamante opened nominations for Board Chair for 2023-2024.

Director A. Contreras nominated Director Bustamante as Board Chair.

Director Bustamante accepted.

Motion:

There was a motion made by Director A. Contreras and seconded by Director Toran that the Gervais School District #1 Board of Directors appoint Henry Bustamante to be the Board Chair for 2023-2024. The motion passed 4- 0.

8.2 Elect 2023-2024 Board Vice Chair

Director Bustamante opened nominations for Vice-Chair for 2023-2024.

Director Maria Contreras nominated Director Ana Contreras.

Director Ana Contreras accepted.

Director Bustamante closed nominations.

Motion:

There was a motion made by Director M. Contreras and seconded by Director Toran that the Gervais School District #1 Board of Directors appoint Ana Contreras to be the Board Vice-Chair for 2023-2024. The motion passed 4- 0.

8.3 Appoint Board Member

Ms. Stevens said the only applicant was Jenny Jones, who has board experience.

Motion:

There was a motion made by Director A. Contreras and seconded by Director M. Contreras that the Gervais School District #1 appoint Jenny Jones as a board member. The motion passed 4-0.

8.4 OSBA Board Member for Position 12

There was no interest from any of the board members.

8.5 2023-2025 Classified Collective Bargaining Agreement

Director A. Contreras asked if contracts are usually on two-year terms and if they can go longer.

Ms. Stevens said that due to uncertainty in funding, it is more typical to see two-year contracts.

Motion:

There was a motion made by Director A. Contreras and seconded by Director Toran that the Gervais School District #1 approve the the2023-2025 Collective Bargaining Agreement between Gervais School District #1 and Oregon School Employee Association AFT Local 6732, AFL-CIO, which incorporates the changes to the 2023-2025 agreement as shown in action item 7-23.8. The motion passed 4-0.

8.6 Superintendent's Agreement

Motion:

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

9.0 DISCUSSION ITEMS

9.1 Superintendent & Board Goals

Ms. Stevens said that Kristen Miles from OSBA will send a self-evaluation before the working session in August, and goals could be discussed then.

9.2 Working Session-Tuesday, August 29, 2023

Ms. Stevens said that some other items that the group will discuss would be iReady data, a new strategic plan, and polling company information. The working session is scheduled for 6:00 p.m.

9.3 High School Roof

Ms. Stevens said she would like to discuss the high school roof needs. She added that she had a handout for the school board and the public to follow. First, she said that the district repaired part of the elementary schools' roof damage caused by the high winds paid out of the insurance money the district received. The work did go over budget. She said that Gustavo Muñoz is here to expand on what she will be presenting tonight. She asked Mr. Muñoz to proceed with the elementary overall condition.

Mr. Muñoz (Maintenance/Custodial Supervisor) said there are several issues with the elementary roof. He indicated that many shingles were missing, and when the roofing company started the work, they discovered that plywood underneath the shingles was in bad condition and replacement was necessary.

Ms. Stevens stated that the district has now patched and repaired a portion of the elementary roof. She said with the failure to pass a bond, it is not possible to replace the high school roof. Other fund sources that the district applied for and was hoping to get, like the seismic grant, renew America grant, etc., were contingent on the bond passing. She asked Mr. Muñoz and Ms. Powers to get hold of a restoration company to look at the high school gym roof where most of the water damage is. She asked Mr. Muñoz to proceed with what they found.

Mr. Muñoz showed the school board a visual of where the problems are in the high school gym and said that one of the big issues is that there are leaks inside the gym due to all the moisture that it holds throughout the year. He explained in detail how the company would come in and suck all the moisture out of the roof and then apply multiple coats of silicone to prevent leaks.

There was further discussion by the group to keep in mind that there is no more property to sell, and the district will not see a big lump of excise tax money in the future as it did with all the new housing. The district has savings of about \$1M for all the repairs that are coming up, but once the money is spent, there is no more money. The projected cost to restore the high school gym roof would be about \$275K.

Director Bustamante asked Mr. Muñoz what he recommends that they do.

Ms. Muñoz said that he recommends that the roof gets taken care of. He said that that is the area where the most leaks are.

Ms. Stevens said that she recommends, if the board is leading towards making this repair, approving the amount of 310K just in case the project goes over budget.

There was further discussion by the group that there were other vendors that submitted bids, but they came in higher. They also discussed why the district is not getting all the grants that it has applied for if the building is in so much need of repairs.

Ms. Stevens said that she would contact Silver Falls to get hold of the person that helped them with the grants to see what they were doing differently.

Director Contreras said it is sad to think about the schools not surviving when we have a great staff-to-student ratio.

Director Contreras said that despite getting some of the grants the district has applied for, remember all the things students now have that they didn't have. One is the updated curriculum. She said that she feels that the district needs to fix the roof, and eventually, the community will come together.

Motion:

There was a motion made by Director A. Contreras and seconded by Director M. Contreras that the Gervais School District #1 approves 310K for the high school roof repair proposal as presented by Ms. Stevens. The motion passed 4-0.

10.0 FUTURE AGENDA ITEMS

Director Bustamante called an Executive Session at 7:04 p.m. under ORS 192.660 (2) (h) "Legal Counsel."

Director Bustamante adjourned the Executive Session at 7:06 p.m. and reconvened the Regular Session.

11.0 ADJOURN

11.1 Adjourn Regular Session

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

APPROVED

Board Chairperson

Board Secretary

Gervais School District 1

Code: BDDH-AR
Revised/Reviewed: 10/17/19; 7/16/20
Orig. Code(s): BDDH-AR

Public Comment at Board Meetings

The Board requests that a public comment add information or a perspective that has not already been mentioned previously, and that the patron refrains from repeating a similar point.

To make a comment or present a topic during public comment, if the opportunity is available on the Board agenda, please sign the public signup sheet upon arrival to the meeting. An individual that has signed up and has been invited to speak by the Board chair and will be allowed three minutes.

Any person, who is invited by the Board chair to speak to the Board during a meeting, should state their name and address and, if speaking for an organization, the name of the organization. A spokesperson should be designated to represent a group with a common purpose and will be allowed five minutes.

Please keep in mind that reference to a specific employee or group of employees, is prohibited as follows: Board policy BDDH - Public Comment at Board Meetings:

“Comments Regarding Staff Members -

Speakers may offer objective criticism of district operations and programs. The Board will not hear comments regarding any individual district staff member. The Board chair will direct the visitor to the procedures in Board policy KL - Public Complaints for Board consideration of a legitimate complaints-involving-a staff member. The association contract governing the employee’s rights will be followed. A commendation involving a staff member should be sent to the superintendent, who will forward it to the employee, their supervisor and the Board.”

A complaint brought before the Board shall be referred to the proper school authorities. A complaint shall be processed in accordance with Board policy KL - Public Complaints and KL-AR - Public Complaints Procedure. A hearing conducted before the Board regarding personnel shall take place in an executive session.

The Board requests that a topic or comment is limited to three minutes or less. A spokesperson is limited to five minutes or less.



Gervais High School Board Report

GHS

August 2023

WE ARE BEYOND EXCITED FOR THIS NEW SCHOOL YEAR!

Enrollment

9th = 78 10th = 80 11th = 66 12th = 86 TOTAL = 310 (as of 8/5)

Discipline (# of Student Behavioral Referrals)

2022-23 *No referral data to report for August

September October November December January February March April May June

Attendance

August
N/A

Actions / Planning

- A special THANKS to our maintenance and custodial team for making the building look shiny and bright for the coming school year!
- We had a number of students attend Summer School in June – we are currently working to figure out how to navigate these classes getting finished now that Janelle is no longer with us – she organized all of Summer School.
- All hiring for GHS is completed for the coming year!
- There have been quite a few room changes for teachers in the building
- Andrea will be coming in soon to work on schedules, get new students up and running, working out kinks in the Master Schedule, fill in “gaps” in student schedules with electives, etc.
- Nearly all PD for the school year is finalized.
- Sophie Ferreira is working to build the Advisory calendar this year – we will be incorporating a lot of new things/
- New Bell Schedule
 - M,T,TH,F will be 8-3:00.
 - Nearly every week will be ER with students leaving at 1:00 (except about 5 throughout the year).
- End-of-year State Reporting is taking place to ODE.
- Andrew and Justin have a number of items they are working on currently.
 - Revising discipline policies and procedures.
 - Splitting up duties for teachers and students
 - Planning trainings for staff
 - Creating calendars for meetings
 - etc., etc., etc.
- Justin and Andrew will be creating a new “GHS Leadership Team” for this coming school year (if you know of a parent who would want to join let Andrew know).
- Community Service Hour requirements are back for students.
- We are finalizing a few important agendas, dates coming up.
 - Open House
 - Freshmen Orientation
 - New Staff Orientation

-GHS Staff Inservice

-Justin and Andrew are working on Freshmen Door Knocking – visiting all of the incoming 9th graders at their homes and giving them some Cougar Swag

-We are excited to have our new staff join the team: Katelyn Metzger (FFA), Elizabeth Obendorf (ELD), Benjamin Poff (Alt Ed), Madeline Cramer (IA), Justin Gabor (VP/AD)

Academic Highlights and Actions Supporting School Improvement & Student Learning:

-After August 31 all previous courses will be considered final.

-We are working to setup parameters around the current Summer School courses that are not completed.

-Justin and Andrew are working on Freshmen Door Knocking – visiting all of the incoming 9th graders at their homes and giving them some Cougar Swag!

-Embedded Honors – we will continue this. Teachers will have time to plan, adapt, etc. at the beginning of the year.

-Teachers will be in PLCs this year reviewing student data regularly to apply interventions and supports for struggling students.

-We will continue IReady for reading formative assessments, but we have a new Math formative assessment called ALEKS – Math teachers along with Andrew will be trained on the new tool this summer.

-New evaluation tool called Danielson will be implemented – training happening in August for all Admin.

-Bonny will continue to guide all Curriculum work for the district.

-Creighton will continue working on SPED and ELD improvements.

College and Career/CTE News

-Sophie began work in early August to begin working on EVERYTHING!

- organizing the library to be a college and career center with new furniture!

- creating Advisory lessons

- planning field trips for the year

- planning visits for the year

- etc. etc. etc.

-We have a brand new curriculum called Character Strong we will be using in Advisory classes.

-WCA continues this year with Becki Lader's help!

-We no longer have a medical CTE pathway with the absence of Sheena

-We will continue to try to implement an EMT program through Chemeketa Brooks.

Counseling News

-Laura and Andrea will be working throughout some of August – returning early to get started and begin planning.

-We will continue SST – Student Support Team

-Andrea and Laura will continue to work together to support students SEL needs – primarily Laura

-BASE curriculum will continue to be implemented in Advisory classes – lessons have been prioritized based on SEL data from 21-22 school year.

-Andrea will continue United Way Good 360 warehouse to bring free items to the building for students and staff.

Community Relations/Partnerships/Volunteer News

-Katelyn Metzger and Megan Dilson have been working together closely throughout the summer at all the fairs!

-We will be partnering with a local Christmas tree farm this year to provide opportunities for fundraising.

-We are no longer working with Bauman Farms – we are hoping to find another organization for fundraising.

-Community Service hours requirements are back – we will be working with many local organizations to provide opportunities for students – if you know of any, please let Andrew or Justing know.

Trainings/Workshops/Conferences

- Andrew and Justin attended the Summer COSA conference in early August – lots of team building and great discussions!
- The new Alternative Ed teacher and Justin will be trained on the online courseware called Odysseyware
- New math program ALEKS training in August for math department and Andrew
- Danielson framework training – new evaluation system.
- The Admin Team continue to meet regularly to plan out the year and get to know each other.
- Moe Carrick's work district-wide will be happening in October this year.
- Justin is getting his feet wet with Athletic Director items.
- Justin plans to be a part of the COSA Vice Principal cohort.
- AVID training happened this summer.
- Some new teachers will be attending an EnVoy training this coming year.

Senior News

- Looking forward to welcoming the Class of 2024 to their Senior Year!

Leadership News

- Class Officers have been chosen for upcoming school year – Becki Lader and Justin Gabor will be in charge of Leadership this year.
- Leadership students will be taking on many new responsibilities this year.

AVID News

- Amber is busy organizing all things AVID – we will only have 3 sections of AVID this coming year, combining some grades.

Athletics

- Justin has been working hard to hire some new coaches for the upcoming year – GPD Officer Camacho is the new Boys Soccer Coach!
- Justin has been working hard to create schedules for all sports – GMS and GHS – JV and Varsity
- All sports are starting workouts/open gyms for the upcoming season.

Alt Ed (P.A.W.S.)

- With the hiring of a new Alt Teacher, we will see what this looks like going forward.

Monthly Administrator Report to Board

Gervais Middle School

August 2023

Toni Johnson, Principal

I. Enrollment:

- As of Monday, August 7, 2023
 - 6th Grade - 61 Students
 - 7th Grade - 57 Students
 - 8th Grade - 61 Students
 - Total = 179 Students
- This is a drop of 16 students from last school year. Last year's 8th grade class had 78 students versus this year with 61 8th grade students.

II. Staff and Student Recognition, Honors and Upcoming Events:

- We are excited to welcome new staff to the middle school building.
 - Jessy Zabala is moving from the elementary school to the middle school as the new 7th/8th grade history teacher.
 - We are in the process of getting approval for a new hire - a half-time secretary for the office.
 - Today, we are interviewing for a 6th/7th grade science teacher. We are hoping this position will be filled in the near future.

III. Major Referrals for Summer 🤗:

- Total Referrals = 0
- State Reportable = 0

IV. Middle School Activities:

- The school is starting to come together.
 - Room 6 has been painted and soon the middle school will have their own staff room. It will be set up for staff lunch time use, Specialists meetings with students, staff meetings, and a space just for staff to relax. I am so excited!
 - Front inside entrance will be painted this week to make it more welcoming. A large 5-6 foot multilingual Welcome sign will be on the wall by the office window.
 - A couple staff have moved classrooms. This will allow for better collaboration between subject level staff.
 - The portable area has now become the math/science wing.
 - The main hallway is the LA/History wing.
- New Bell Schedule for this school year. We will match the high school schedule - except that the middle school will have 3 minute passing times.
- Movin' Up - 6th grade Welcome to Middle School Day
 - Thursday, August 24 from 10:00 - 2:00 pm

- Open House - Thursday, August 31 / 5:30-8:00 pm
- 6th Grade Orientation - Tuesday Sept. 5 / 8:00 - 1:00 pm

V. Academic Highlights and Actions Supporting School

Improvement & Student Learning:

- Due to the new early release schedule for next year, staff will get much more time to collaborate and PD has been scheduled throughout the school year.
- At the end of the last school year, students picked their preferences for the elective this year. Fenya Aman will be coming in a day or two early to schedule all the students so class schedules will be ready by Open House on Thursday, August 31st.
- Staff will have PLC's this year - IA's will be included in these meetings.
 - Grade Level
 - Subject Level
- Positive Reinforcement for Students -
 - Good attendance -
 - Weekly giveaways for positive tickets
 - Quarterly Reward Field Trips for A/B Students
 - Monthly Student of the Month
 - Bi-Monthly Academic Ace Award
 - Etc.
- New evaluation tool (Danielson) for staff - Admin will have training this week and it will be explained to the staff.
- Class Dojo - The middle school will be using this free system to help communicate with both parents and students.
- New Student Buddy Program - This is a new program to help welcome new students who start school after the beginning of the year.

VI. Counseling Info.

- Aloha and Fenya will be back again this year.
 - Using BASE in our Homeroom classes
 - DESSA - This will be used to help determine subject matter for quarterly in classroom lessons.
- Fenya and Aloha also utilize United Way Good 360 warehouse to get free items for both students and staff.

VII. Miscellaneous

- Just went to the Summer session of COSA last week. Came back with some good ideas.
- Math teachers are having an inservice Aug. 21-22 for the new math curriculum.
- Office staff are back this week - August 10th
- All staff back August 29th

Monthly Administrator Report for GSD School Board

Date: August 2023

School: Gervais Elementary School

Administrator: Dusty Price

Student Enrollment Numbers (at the time that this report was submitted):

School	Beginning-of-Year 2023-2024	Current 2023-2024
Total	365	365

Grades	Beginning-of-Year	Current	Grades	Beginning-of-Year	Current
Kindergarten	52	52	3 rd Grade	59	59
1 st Grade	70	70	4 th Grade	60	60
2 nd Grade	58	58	5 th Grade	60	60

1. Academic Highlights, Data and Actions Supporting School Improvement & Student Learning:

- During July we had a migrant summer program that served 30+ students. There were a blended K/1, 2/3, and 4/5 classrooms that focused on literacy with some engaging enrichment activities, including baile folklórico. This migrant summer program was ocean-themed and included a field trip to the aquarium and beach at Newport. The students had an absolute blast! There were 2 bi-national teachers from Mexico that supported the program and were able to connect in real and meaningful ways with our migrant students. The migrant summer program also hosted a fun family night that was well attended.
- During August we are having a Jump Start Kinder program that serves 45 incoming kinder students. This 2-week program has students coming for half a day to become familiar with the school schedule and classroom routines, build relationships with teachers and students, and to develop some basic foundational academic skills. We have new teacher hires staffing each of these kinder classrooms and have done a wonderful job connecting with the students and helping them feel comfortable and safe at school.
- GES is going to be welcoming a rather large cohort of new teachers and instructional assistants for the 2023-2024 school year. We had 3 licensed teachers retire (Kay Gage, Wynelle Dettwyler, and Eleanor Piazza) and another take a position as an early childhood specialist at the WESD (Tricia Devine). We were able to open 2 additional classrooms to decrease the class size for grades K-3 and added a new STEAM TOSA position (Stephanie So) that will focus on supporting math and science instruction, enrichment, and intervention. We had a classroom teacher step into the assistant principal position (Kalynn Dees) and SPED teacher role (Stacey Helm). This movement created 8 new classroom positions that have now all been filled with some amazing candidates...4 of whom are already working at the Jump Start Kinder program. We have been unable to fill the GES counselor position and are now looking at creating a student advocate position instead to meet those student needs. We are still working to hire another 3 instructional assistants for the reading intervention classroom and 2 instructional assistants for the Functional Learning Center (FLC) classroom. In all, there will be 19 GES staff either new to the school or new to their role in the building. This will necessitate a tremendous amount of training, team building, and support from both building and district leadership. We are working to establish a mentor program through the WESD and with an assigned in-building mentor for each of our new teachers.

2. Activity Highlights, Staff and Student Recognition, Honors and Upcoming Events

- Gervais Elementary School has been invited to participate at the STEMposium on September 29 to celebrate our journey as a STEAM school. Though there is a lot of room for growth, there are no schools in the area that have offered the number and variety of after school clubs and activities that GES did in 2022-2023, thanks in large part to the ODE Latinx Student Success Grant, building staffing, and district support for these programs. These clubs included everything from Lego robotics, coding, and comic book design to art, sewing, and violins. There were 22 clubs in total with 70% of our students participating in after school clubs in any given session. We also had some great monthly family activities that included an art night, family code night, and STEAM night. We are excited not only to celebrate this work at the STEMposium, but to also learn from other schools and programs about what they are doing. The vision is not for this STEAM transformation to be another extra thing we are trying to do, but rather integrating science, technology, engineering, art, and math into everything we are already doing in a way that elevates student engagement, builds more family and community partnerships, and provides amazing opportunities that our students otherwise wouldn't have in a small town like Gervais.

3. Community Relations/Partnerships/Volunteers

- This summer as we have been adding and updating student registrations, we have been soliciting additional parent volunteers. With the Covid restrictions removed, clearing community volunteers has become much easier and families are excited to get involved more in school, especially with all the momentum from the family activities last year.

Monthly Administrator Report For Gervais School District Board

Date: Aug 2023

Department of Student Services and Federal Programs

Administrator: Dr. Helms

1. Special Education/Section 504

- SB 819 passed out of the Oregon Legislature with the Speaker's signature on June 29, 2023. Governor Kotek signed the bill on July 13, 2023. The bill declared an emergency and is now in effect. SB 819 repeals ORS 343.161 and establishes a new framework under which students with disabilities can receive an abbreviated school day program. Under SB 819, these provisions apply to students with disabilities who are eligible under Section 504 of the Rehabilitation Act of 1973 or under the Individuals with Disabilities Education Act, and to those who are currently being evaluated to determine eligibility.
- In late August 2023, I will be meeting with the administrators of our local private schools to determine the special education support needs their students will have this year and how we can support them. The Individuals with Disabilities Education Act (IDEA) and state law require districts to make special education services available for children with disabilities place in nonprofit private elementary and secondary schools, including religious schools. The law requires a District to spend a proportionate amount of its IDEA Part B funds to provide services.

2. English Language Development (+ Migrant/Newcomers)

- There are significant changes going on in the ELD Department for the 23/24 School Year, which includes (but is not limited to): new staffing assignments, new curriculum, piloting a hybrid ELD+Science model in grades 4th and 5th at Gervais Elementary, and integrating ELD and Language Arts at Gervais Middle School. However, our expectation remains the same as it did last year: we aim to see both ELPA raw scores and passing rates increase at all levels, in all schools and these changes will support that aim, not hinder it.

3. Early Learning

- Oregon Department of Education's Early Learning Department recently disseminated a call to preschool programs statewide, informing them that they may submit a request for additional Preschool Promise slots, if desired. We currently have 42 PSP slots awarded to us but continue to maintain a waitlist throughout the year. Therefore, our program submitted a request to be awarded an additional five (5) slots, which would bring our total to 47 PSP slots. Our total number of preschools can be up to sixty (20/classroom, or a 1:66 ratio of staff:students), which would leave 13 slots of staff and other community members who do not qualify for PSP to pay for an open slot (at a cost that remains below the regional average).

4. Federal Programs

- Similar to the aforementioned mandate of sharing IDEA services with our private school partners each year, the Elementary and Secondary Education Act (ESEA) mandates provisions for private school students to receive access to equitable services for Title IA, IC, IIA, IIIA, IVA, and IVB. For us, this Title IA and IIIA funds are applicable, and how those funds are to be shared will also be discussed at the August 2023 meeting with private school administrators.
- Opening in the month of August 2023 is the ESEA CDPR (Consolidated District Performance Report) for Title IA for the 22-23. The intent of this report is to determine and share with ODE the participation numbers and rates of students in Title I Targeted Assistance and Schoolwide Programs. This report closes mid-September 2023.

5. Welcome Center/Registration:

- Welcome Center staff have been busy all summer calling Gervais SD families and updating their information in PowerSchool, as well as preparing new student registration requests.
- We believe that improving our practices and customer service is a paramount goal for our Welcome Center. This year, Jessica Cruz Cruz (Welcome Center secretary) will be reaching out to her counterparts in other small, rural districts in the region and establishing a resource-sharing partnership program. The idea is for these

secretaries to have quarterly connection meetings with each other where they can ask each other questions, learn best-practices from each other, and leverage each other's strengths to generally improve how we serve new families when they arrive to our district. I am not familiar with this type of program anywhere else in the state and hope it can serve as a model for collaborate work in this capacity.

6. Student Health Department

- September 14th-15th, Vision Screening has been scheduled for students in grades PreK-12, and in late October, OHSU students are scheduled to conduct "Weights and Measures" at Gervais Elementary School. We are also attempting to coordinate days in which a local mobile dentistry van can visit and provide oral health checks for students. Our goal this year is to complete these screenings as early into the school year as possible, which will help us gather data to support some students throughout the school year.
 - Example One: if a student has poor vision, it is likely they may struggle in the classroom. If we do not know they have poor vision until late into the school year, they may go through months and months of unnecessary struggles and potentially even poor grades before we learn the root cause and attempt to help them, and their family, correct the issue with supporting ophthalmologist visits and providing vouchers for free prescription glasses. Having the screening early in the year may facilitate a much more successful school year for this student.
 - Some students who struggle with health-related issues also struggle to be regular attenders (for many reasons). If we can identify these students and provide resources to their families early in the year, we believe we will see an increase in their attendance throughout the remainder of the school year.

7. S.T.A.R. Team

- On August 15th, the S.T.A.R. (Students Thriving with Advocate Response) team, formally known as our Counseling Department, joined me in downtown Salem for our Back-to-School Meeting.
 - The first part of the day was a team-building scavenger hunt (of sorts). The team was given an initial QR code to scan with their phone, which brought up either a question about SEL support or prompt to discuss. When they were done, they would receive a text message with a new QR code that provided a hint to a nearby location. Once they solved the hint and arrived at their next location, a new text message would be received with a new question about SEL support or prompt to discuss. This process repeated itself for ten different locations, which took them on a walk of just over two miles in downtown Salem and required several collaborative activities to complete.
 - The second part of the day was a working lunch and a discussion of the upcoming school year, including the new SEL-based goals in the district's updated strategic plan.
 - The capstone event of the day was the team receiving a one-hour reflective meeting with Mr. Keith Orchard, who is a veteran social worker, former teacher, childhood welfare expert, and certified coach of the book "Fostering Resilient Learners: Strategies for Creating a Trauma-Sensitive Classroom." Keith focused his time with us on how our counseling team can support our teaching staff throughout the district with tangible, practical ways to address escalated and challenging behaviors in the classroom.

7. Summer School 2023:

- Gervais Elementary School's 2023 Migrant Summer School was an awesome success! We served nearly sixty students for over three weeks in a marine science-themed STEM-centered program. Beyond providing intensive academic intervention work in the classroom, highlights include:
 - Hosting two binational teachers from Mexico who did a fantastic job sharing their culture with our students, coordinating beach activities during our field trip, and a very-well attended family night in late July. Perla and Miguel were fantastic and event time with our students at WCA in August.
 - A field trip to the Newport Aquarium and beaches on July 25th. Along with staff and students, we invited with us over a dozen parents to share in this experience with their children.
 - Online tutoring during the month of July helped over two dozen students stay connected with learning content from home (supported by GES teachers Michelle Chase and Lisa Ludwikoski, GHS teacher Elizabeth Obendorf, and OHU student Jonah Gates).





Farm to School 2023-2025 Biennium Grant

The Oregon Legislature approved funding of the Oregon Farm to School Grant. As a recipient of the noncompetitive grant Gervais School District will receive \$10,967 for the two-year period of July 1, 2023 -June 30, 2025.

This grant is used to purchase Oregon grown or processed items.

Distributor Contract Extension

The Oregon Child Nutrition Coalition (OCNC) approved the Broadline Distributor and the Produce RFP for 2023 to Sysco Portland. Gervais School District, as part of OCNC, would like to approve the Broadline Distributor extension to Sysco Portland.

Gervais School District, as mentioned in the July School Board report, approved Caruso Produce for their produce vendor. We will not be joining the OCNC Produce RFP.

Child and Adult Care Food Programs (CACFP) Reimbursement Rates 2023-2024

Gervais School District using the CACFP Supper program for our afterschool meals.
The reimbursement rate for suppers for the 2023-2024 school year is \$4.545.

NSLP and SBP and Oregon EIG Reimbursement Rates 2023-2024

The National School Lunch Program (NSLP) 2024-2024 reimbursement rate is based on our Community Eligibility rate of 76.72%. The Oregon Expanded Income Guidelines(EIG) rates are the difference up to 90% of students of 13.28%. The remaining 10% is paid at the paid rate.

NSLP	
Federal Free Rates:	\$4.35
Oregon EIG Free Rates:	\$3.85
Federal Paid Rate:	\$0.50

SBP	
Federal Free Rate:	\$2.73
Oregon EIG Free Rate:	\$2.35
Federal Paid Rate:	\$0.38

Technology Board Report – August 2023

Online Forms

Several district forms have been converted to Operoo and are ready to go live in the fall. The system is working well and will be beneficial going forward as new forms with complicated routing and approval requirements are needed.

E-Rate

E-Rate funding for our project to replace the fiber connections between the school campuses was denied. The reason for the denial was because the RFP called for “fiber” to replace the existing fiber connections. This indicated a preference for one solution over another and was not “technology neutral” per E-Rate requirements. I’ll know how to rephrase for the next round of e-rate, so hopefully we can do that project next summer.

Summer Projects

Our summer cleaning and upgrades are wrapping up. Teacher laptops at GES and GMS have been replaced with new ones and many of the old ones have been redeployed to replace older laptops used by classified staff. Aging desktops have been removed for recycling, and all classrooms have full sets of Chromebooks in them. Additional charging racks have been ordered to accommodate the extra Chromebooks in classrooms that need them.

Surveillance Cameras

We are still working on a plan to replace our surveillance camera system’s backend with a newer AI-capable system and are looking into lease options to cover the purchase (\$250,000+).

As a reminder, we have outgrown our current system’s storage space and the backend software and server are obsolete. The cameras are also beyond their warranty and beginning to fail. A new system would introduce AI features including automated threat detection, face and object recognition, real-time alerts, and faster forensic analysis.

Start of School

We are developing a Back-to-School Toolkit to go out very soon via social media and the website. The idea of the toolkit is to be a one-stop place with all the important back-to-school information, rather than several posts that can be hard for parents to refer back to. The toolkit will have information on Open House, start dates, bell schedules, and school supplies for all buildings along with calendars, sports information, menus, registration information, etc. It will also be maintained as a “living” document so that additional information can be easily added without sending revisions.

**Gervais School Board Meeting
August 2023
Maintenance/Custodial Report**



Contact Information: Email – gustavo_munoz@gervais.k12.or.us

In addition to regular maintenance and daily cleaning in all the buildings we had numerous work orders that we have completed, made plans for some, and are currently working on the rest of them. Right now, we are working diligently on cleaning and organizing storage spaces.

Highlights of what we completed in each building are listed below.

July has been filled with cleaning, mopping, waxing floors, and cleaning carpets in all buildings and classrooms, working around summer school and getting ready for students to return.

We are getting ready to put the DO parking lot project out to bid. Our major goals there are to improve drainage for the preschool parking area and to provide a good space for GES staff to park.

We are continually cleaning and sorting through our old furniture to make sure we are keeping storage spaces clean. Right now, we are gearing up for a garage sale on August 18th and 19th.

Part of the roof at GES was replaced last month. Rainstorms last winter were brutal and with a new roof we will weather the storm easier this season.

The former Daycare building is being converted at the moment. New flooring has gone in and some freshening up is taking place to make this a great meeting space. The former SBA building got a facelift as well, thanks to grants, the heating/AC, siding, and paint have all been replaced. There is still some work to do, but this project is coming along.

Our ice machine at the HS was replaced with a new ice dispenser for sanitary reasons. The old one is still in good shape, so we have moved it to the block house to use for track, soccer, football, and cross country.

Upcoming projects:

Continual upkeep on the walking path

Parking lot drainage and paving of DO lot.

Staff room for GMS

Side entry gate at GES

Continual work on room #16

Emergency exit alarms for side doors at GES and GHS

Business Manager Report

School Board Meeting – August 17, 2023

Contact Information:

Caryn Davis

Email: caryn_davis@gervais.k12.or.us

Phone - 503.792.3803 ext. 5020



Gervais School District

ESTABLISHED 1834

Reports/Document Included:

- Budget Summary – All Funds
- Revenue – YTD All Funds
- Expense – YTD All Funds
- General Fund (without Charter) Financial Projection by Object
- YTD Expenses by Object – General Fund
- Indexing of School Construction Tax Limits document

Report Comments:

All Funds reports include: 100-General Fund, 200-Special Revenue Fund, and 300-Debt Service Fund.

All General Fund reports include funds 100, 101 (Frontier Charter Fund) and 105 (Grant Indirect Fund), unless noted otherwise.

Key Financial Comments:

Financial Reports:

- With this being the first month of reporting for the new fiscal year, there is not much to show. In July we had a double State School Fund payment, but also had a double payment to Frontier Charter School paying them for their portion of the State School Fund.
- There is some fine-tuning of the reports that needs to be done to better represent the projections. That should be updated by the September board meeting.
- The *YTD Expenses by Object – General Fund* continues to represent a decline in the Purchased Services amount, due to Frontier Charter's enrollment. This may change as the year progresses.

Construction Excise Tax:

We have had the same Construction Excise Tax rate since May of 2020. With the bond not passing, it is more important than ever to increase our excise tax rate to the maximum allowable limit. This tax can only be used for making repairs and updates to our buildings, and our district is in great need of that. I will also be clarifying to the City of Gervais and Marion County that we will no longer be giving credit for previous homes that are torn down to put up a new home or remodel of a segment of the home. I will explain the what and why behind this at the meeting.

This resolution, which includes additional details, can be found under "Action Items" of the board packet.

Consent/Action Items:

RESOLUTION #08-17-23-8.1.1 UPDATED CONSTRUCTION EXCISE TAX LIMITS

Gervais School District #1

Budget Summary - All Funds For the Period 07/01/2023 through 07/31/2023

Fiscal Year: 2023-2024

☐ Include Pre Encumbrance

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>Balance</u>	<u>Encumbrance</u>	<u>Budget Balance</u>	
INCOME							
-							
Local Sources (+)	\$5,447,628.96	\$37,593.87	\$37,593.87	\$5,410,035.09	\$0.00	\$5,410,035.09	99.3%
State Sources (+)	\$16,324,045.46	\$2,184,268.00	\$2,184,268.00	\$14,139,777.46	\$0.00	\$14,139,777.46	86.6%
Federal Sources (+)	\$2,550,877.95	\$0.00	\$0.00	\$2,550,877.95	\$0.00	\$2,550,877.95	100.0%
Transfers (+)	\$634,720.00	\$0.00	\$0.00	\$634,720.00	\$0.00	\$634,720.00	100.0%
Other (+)	\$4,589,013.29	\$0.00	\$0.00	\$4,589,013.29	\$0.00	\$4,589,013.29	100.0%
Sub-total : -	\$29,546,285.66	\$2,221,861.87	\$2,221,861.87	\$27,324,423.79	\$0.00	\$27,324,423.79	92.5%
Total : INCOME	\$29,546,285.66	\$2,221,861.87	\$2,221,861.87	\$27,324,423.79	\$0.00	\$27,324,423.79	92.5%
EXPENSES							
-							
Instruction (-)	\$14,742,385.66	\$649,626.94	\$649,626.94	\$14,092,758.72	\$10,266,535.49	\$3,826,223.23	26.0%
Support Services (-)	\$7,689,949.58	\$430,203.54	\$430,203.54	\$7,259,746.04	\$3,879,943.88	\$3,379,802.16	44.0%
Enterprise & Community (-)	\$1,078,236.78	\$39,203.35	\$39,203.35	\$1,039,033.43	\$634,822.34	\$404,211.09	37.5%
Facilities Acquisition (-)	\$1,309,458.43	\$0.00	\$0.00	\$1,309,458.43	\$0.00	\$1,309,458.43	100.0%
Transfers (-)	\$634,720.00	\$0.00	\$0.00	\$634,720.00	\$0.00	\$634,720.00	100.0%
Debt Service (-)	\$1,750,785.21	\$67,500.05	\$67,500.05	\$1,683,285.16	\$0.00	\$1,683,285.16	96.1%
Contingency (-)	\$2,340,750.00	\$0.00	\$0.00	\$2,340,750.00	\$0.00	\$2,340,750.00	100.0%
Sub-total : -	(\$29,546,285.66)	(\$1,186,533.88)	(\$1,186,533.88)	(\$28,359,751.78)	(\$14,781,301.71)	(\$13,578,450.07)	46.0%
Total : EXPENSES	(\$29,546,285.66)	(\$1,186,533.88)	(\$1,186,533.88)	(\$28,359,751.78)	(\$14,781,301.71)	(\$13,578,450.07)	46.0%
NET ADDITION/(DEFICIT)	\$0.00	\$1,035,327.99	\$1,035,327.99	(\$1,035,327.99)	(\$14,781,301.71)	\$13,745,973.72	0.0%

End of Report

Operating Statement with Encumbrance

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1

2023-2024 Gervais SD 1 | All Funds Financial Overview

YTD Overview - Revenue July 2023



General Fund(s)

YTD Local Sources

0.45% of Budget

Prior Year YTD: 0.11% of Actuals

YTD State Sources

15.81% of Budget

Prior Year YTD: 16.54% of Actuals

YTD All Sources (except 5400s)

12.63% of Budget

Prior Year YTD: 13.09% of Actuals

Special Revenue Funds

YTD Local Sources

0.00% of Budget

Prior Year YTD: 0.00% of Actual

YTD State and Federal Sources

0.00% of Budget

Prior Year YTD: 0.00% of Actuals

YTD All Sources (except 5400s)

0.00% of Budget

Prior Year YTD: 0.00% of Actuals

Debt Service Funds

YTD Local Sources

1.70% of Budget

Prior Year YTD: 2.11% of Actuals

YTD All Sources (except 5400s)

1.37% of Budget

Prior Year YTD: 1.77% of Actuals

All Funds

YTD Local Sources

0.69% of Budget

Prior Year YTD: 0.59% of Actuals

YTD State & Federal Sources

11.60% of Budget

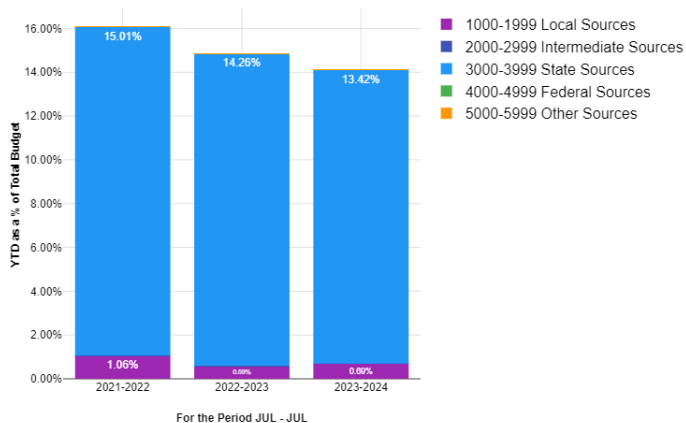
Prior Year YTD: 12.95% of Actuals

YTD All Sources (except 5400s)

8.90% of Budget

Prior Year YTD: 9.78% of Actuals

All Funds YTD as Percent of Budget by Revenue Sources except 5400s



All Funds YTD as Percent of Budget by Major Fund except 5400s



2023-2024 Gervais SD 1 | All Funds Financial Overview

YTD Overview - Expense July 2023



General Fund(s)

YTD Salary and Benefits

2.01% of Budget

Prior Year YTD: 1.89% of Actuals

YTD Purchased Services

9.97% of Budget

Prior Year YTD: 14.72% of Actuals

YTD Other Expenses

4.73% of Budget

Prior Year YTD: 11.46% of Actuals

Special Revenue Funds

YTD Salary and Benefits

0.54% of Budget

Prior Year YTD: 2.48% of Actuals

YTD Purchased Services

1.33% of Budget

Prior Year YTD: 0.45% of Actuals

YTD Other Expenses

1.49% of Budget

Prior Year YTD: 5.16% of Actuals

Debt Service Funds

YTD Other Services

3.86% of Budget

Prior Year YTD: 4.44% of Actuals

YTD All Other Expenses

\$0 of Budget

Prior Year YTD: 0.00% of Actuals

All Funds

YTD Salary and Benefits

1.62% of Budget

Prior Year YTD: 2.04% of Actuals

YTD Purchased Services

9.04% of Budget

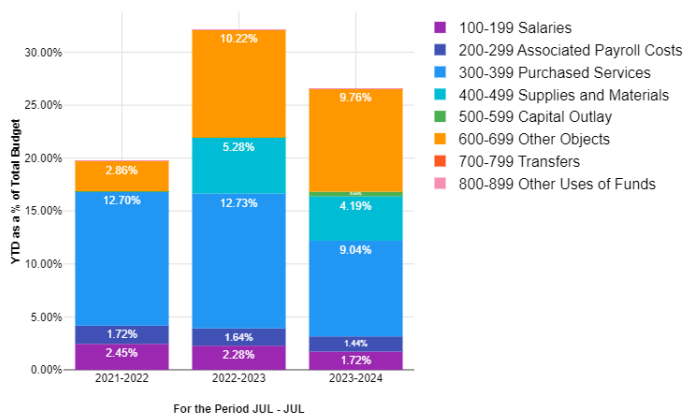
Prior Year YTD: 12.73% of Actuals

YTD Other Expenses

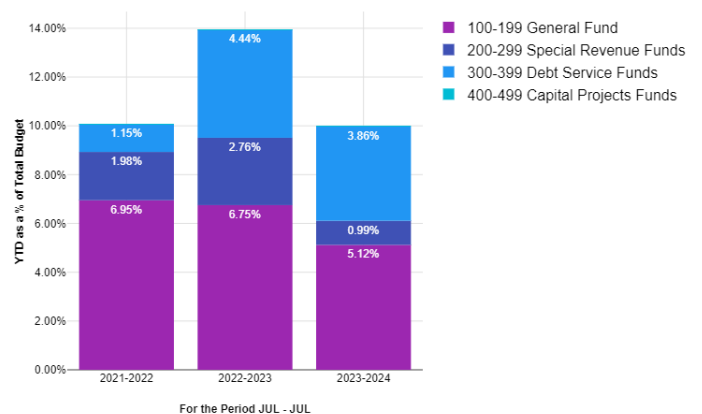
3.43% of Budget

Prior Year YTD: 6.72% of Actuals

All Funds YTD Expense as Percent of Budget by Objects



All Funds YTD Expense as Percent of Budget by Major Fund

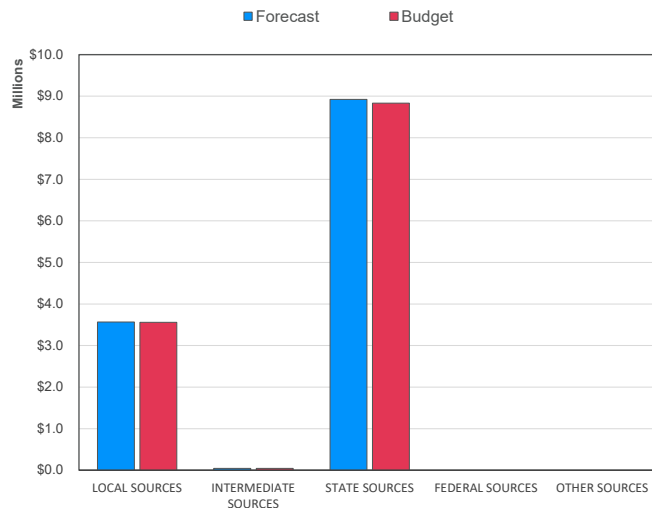


Aggregate | Financial Projection by Object

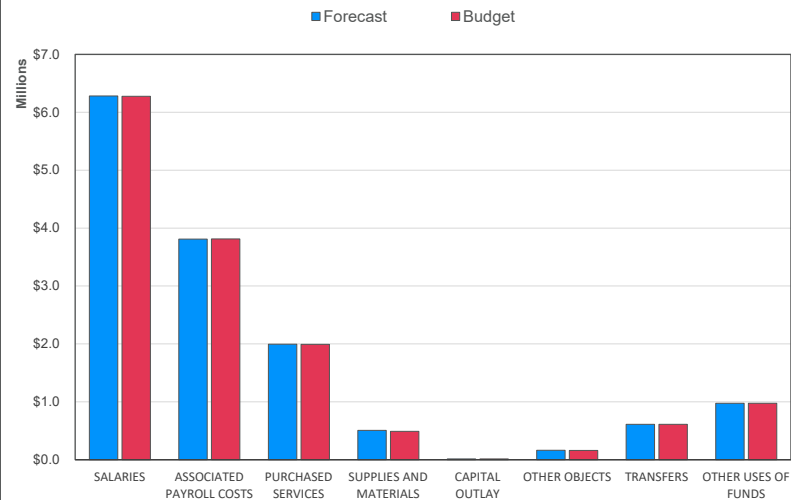
For the Period Ending July 31, 2023

	Prior YTD	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Fav / (Unfav)
Beginning Fund Balance	\$ 2,010,673	\$ -	\$ -	\$ -	\$ 1,891,409	\$ (1,891,409)
REVENUES						
Local Sources	3,853	15,870	3,549,016	3,564,886	3,558,443	6,442
Intermediate Sources	-	-	43,500	43,500	43,500	-
State Sources	1,354,711	1,543,598	7,380,866	8,924,464	8,831,344	93,120
Federal Sources	-	-	-	-	-	-
Other Sources	-	-	-	-	-	-
TOTAL REVENUE	\$ 1,358,564	\$ 1,559,468	\$ 10,973,382	\$ 12,532,849	\$ 12,433,287	\$ 99,562
EXPENDITURES						
Salaries	\$ 120,340	\$ 135,449	\$ 6,147,309	\$ 6,282,758	\$ 6,275,862	\$ (6,896)
Associated Payroll Costs	62,707	67,721	3,742,721	3,810,442	3,812,767	2,325
Purchased Services	25,431	31,347	1,962,350	1,993,697	1,991,211	(2,486)
Supplies and Materials	14,951	40,803	466,350	507,152	489,200	(17,952)
Capital Outlay	-	-	14,000	14,000	14,000	-
Other Objects	112,596	130,185	33,098	163,283	158,537	(4,746)
Transfers	-	-	609,720	609,720	609,720	-
Other Uses of Funds	-	-	973,400	973,400	973,400	-
Other Expenses	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 336,025	\$ 405,505	\$ 13,948,947	\$ 14,354,452	\$ 14,324,697	\$ (29,755)
SURPLUS / (DEFICIT)	\$ 1,022,539	\$ 1,153,963	\$ (2,975,565)	\$ (1,821,603)	\$ (1,891,409)	
ENDING FUND BALANCE				\$ (1,821,603)		

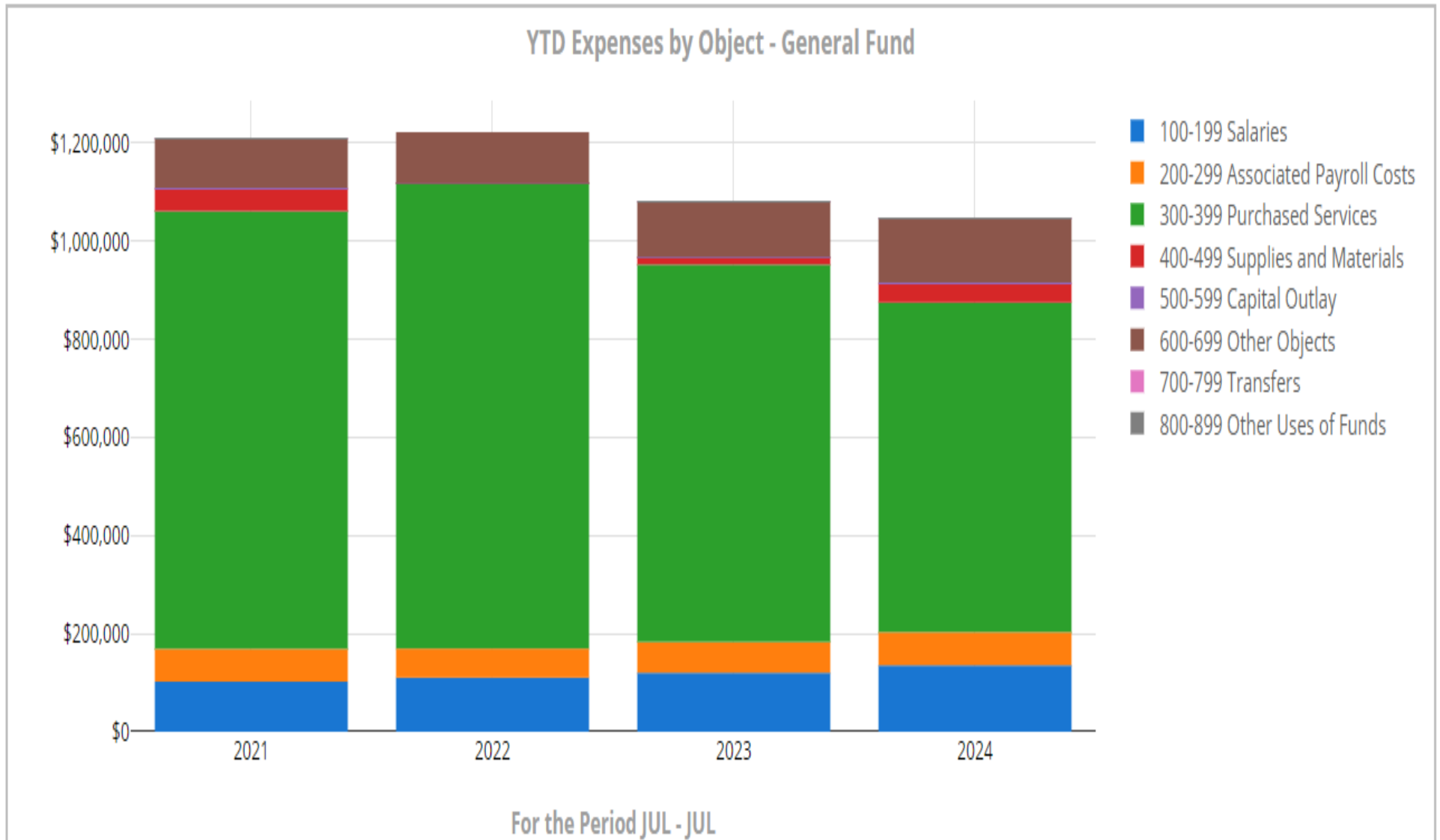
Revenues by Source | Forecast vs. Budget



Expenditures by Object | Forecast vs. Budget



July, for the past 3 years, in comparison with July of the current year, showing where each of the General Fund major object expenditure categories were at for this specific point in time:



Background:

Passed in 2007, SB 1036 allowed school districts to impose a tax on new construction measured by the square footage of improvements (affordable housing, public buildings, agricultural buildings, hospitals, private schools, and religious facilities are exempt). SB 1036 defined and required revenues to be used for capital improvements. Construction taxes imposed by a school district must be collected by a local government, local service district, special government body, state agency or state official that issues a permit for structural improvements regulated by the state building code. An intergovernmental agreement with local governments collecting the tax is required and collection expenses are limited to 4% of tax revenue. DCBS is allowed to establish an administration fee of .25% of tax revenue. School districts with construction tax revenue are required to develop long-term facility plans. Construction taxes may be used for repayment of capital improvement debt.

Tax Limit Calculations:

SB 1036 set tax rate limits of \$1 per square foot for residential use and \$0.50 for nonresidential use, along with a \$25,000 tax limit on nonresidential properties. Beginning in 2009, tax rates were indexed to inflation using the Engineering News-Record Construction Cost Index. As prescribed in statute, DOR is responsible for updating tax rate limits and notifying affected districts. To notify affected districts DOR has partnered with Department of Education who receives updated limit calculations from DOR and notifies the affected districts.

Tax rate limits by fiscal year:

Fiscal Year	2020-21	2021-22	2022-23	2023-24
Residential*	1.39	1.41	1.45	1.56
Non-Residential*	0.69	0.70	0.72	0.78
Non-Residential Max	34,600	35,200	36,100	39,100
* Dollars per square foot				



Strategic Plan

The 2023-24 plan is done and posted online. I will have new hard copies for you at the board meeting. This update was created based on input from more than 15 staff members in a meeting in June. The goals have remained the same but slight adjustments to the performance indicators and measures were made to reflect the progress made after the 2022-23 school year. This update will also be presented by staff to staff at the district wide inservice at the end of the month and lays the foundation for all other work the district will engage in during the new school year.

Teacher Evaluation System

Principals spent two full days receiving training from a representative with the Danielson Group, a teacher evaluation system used throughout Oregon and the nation. The system is based on a framework that uses four specific domains including performance rubrics which allows for the development of common language for teachers and administrators to use when discussing teaching and learning. Evaluation can be perceived “negatively” and often causes a lot of anxiety for teachers and administrators. The admin team is using this approach as an opportunity to use observations of teaching and learning in order to accelerate student growth and achievement. This focus will support the goals for improving reading for all and ELL students improving their speaking and writing performance in order to exit the ELL program. It also puts the focus on student engagement and places the emphasis on students to be involved in their learning and improving critical thinking skills.

Bond work

I will have several updates for you regarding our progress including the polling, information obtained from our attorneys, status of creating a coalition of businesses and individuals who may be able to help support the bond including the willingness of the Latino advocacy group based out of Woodburn to support voter turnout efforts. The board does not need to make any decision at this point about whether or not to place the bond on the ballot. That decision will need to be made in February should you decide to go for a May vote. I have hired Kyle Laier, former superintendent of the Oregon City School District, to tackle some of the leg work and messaging regarding the bond and our efforts. He has a vast experience in bond work and several subcontractors who will be able to serve as additional resources as we try and gather more information for the board so you can make the very best decision on how to move forward.

PROPOSED MOTION: Move that the Gervais District #1 Board of Directors approve the consent items as listed en masse:

MOTION BY: _____ **SECONDED BY:** _____

7.1 Approve

New Hire / Temporary/Re-Hire:

Sasha Chesnokov, GMS Part-Time Secretary
Benjamin Poff, GHS Alternative Teacher

Extra Duty:

Carlos Camacho, GHS Boys Head Soccer Coach
Lucas Hill, GMS Yearbook Advisor
Becki Lader, GHS Freshman Advisor
Sarah Orschel, GHS Sophomore Class Advisor
Andrea Oropeza, GHS Senior Class Advisor

7.2 Approve

Contract Change / Renewal:

Madeline Crabtree, from GES Instructional Assistant to GHS Instructional Assistant

Recall:

Cindy Everts, Preschool Worker

7.3 Approve

Resignation /Retire/ Termination/Non-Renewal:

Yolanda Pico, Preschool Worker

Decline:

Reduction in Force:

Other:

Transfers:

7.4 Approve

2023-2024 Substitute Teacher Pay Rate

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

Substitute Teacher	10	Substitute Teacher	\$ 250.00	\$ 125.00	
Substitute Teacher	11	Substitute Teacher LT 11+ Consecutive Days	\$ 275.00	\$ 138.00	
Substitute Teacher	12	Summer School Substitute Teacher			\$ 35.00
Substitute Teacher	13	Substitute Teacher Extra Duty Hourly			\$ 35.00
Substitute Paraprofessional	20	Instructional Aide			\$ 15.83
Substitute Paraprofessional	21	Instructional Aide (Functional Learning Center)			\$ 17.68
Substitute Paraprofessional	22	Substitute IA - Summer			\$ 18.00
Library Assistant	1380OLD	Substitute Library Assistant			\$ 16.55
Secretary	30	Standard			\$ 16.15
Custodial	40	Custodian			\$ 17.01
Maintenance	80	Substitute Maintenance			\$ 20.59
Food Service	70	Cook			\$ 15.14
Preschool Worker		Preschool			\$ 15.30
Interpreter	5180	Standard			\$ 25.00

7.5 Approve

2023-2024 Food Products and Non-Food Products Requirements Award

Gervais School District #1 Board of Directors approves awarding the 2023-2024 Food Products and Non-Food Supplies Requirements RFP to Sysco Portland as per agenda item 08-23-7.5.

Board Members:	For:	Against:	Abstain:
Bustamante	<hr/>	<hr/>	<hr/>
A. Contreras	<hr/>	<hr/>	<hr/>
M. Contreras	<hr/>	<hr/>	<hr/>
Toran	<hr/>	<hr/>	<hr/>

Board Members can request to have any consent item removed and made into an action item or tabled until a future meeting.

Gervais School District
Board Memo

Date: August, 4, 2023
To: All Board Members
From: Food Service
Subject: Contract Extension of Sysco Portland as our Broadline Distributor

The Gervais School District, as part of the Oregon Child Nutrition Coalition, would agree to the contract extension of Sysco Portland as our Broadline Distributor for the 2023-24 school year.

I recommend the Gervais School Board approve the extension of Sysco Portland as our Broadline Distributor.

Thank You

Melinda Fitz-Herny
Food Service Director

3083 NE 49th Place #208
Hillsboro, OR 97124
info@ocnc.org



June 28, 2023

Sysco Portland
Attn: Dennis Gring
26250 SW Parkway Center Drive
Wilsonville, Oregon 97070-7788

RE: 2023-2024 Sysco Contract Extension Approval

Dear Dennis Gring:

At the June 9, 2023 OCNC Board meeting, the OCNC Board unanimously approved the extension of the terms of both the Broadline Distributor (2023-01) and Produce RFP's (2023-02.2) and subsequent agreements with Sysco Portland for the 2023-24 program year, including approval of the 3% increase in fees proposed.

We value the partnership and services Sysco provides to our member schools and districts.

If you have any questions or would like additional information, please contact us using the contact information below.

Sincerely,

Nathan Roedel, SFO, SNS
Co-Executive Director
Oregon Child Nutrition Coalition
info@ocnc.org
(503) 844-1461

c. Cinthia Hiatt-Henry, Co-Executive Director

UPDATED CONSTRUCTION EXCISE TAX LIMITS
Proposed Resolution:

Move that the Gervais School District #1 Board of Directors approves the updated construction excise tax limits as shown in agenda item 08-23-8.1.1.

MOTION BY: _____SECONDED BY: _____

DISCUSSION: _____

<u>Board Member:</u>	<u>For:</u>	<u>Against:</u>	<u>Abstain:</u>
Bustamante	_____	_____	_____
A. Contreras	_____	_____	_____
M. Contreras	_____	_____	_____
Jones	_____	_____	_____
Toran	_____	_____	_____

Gervais School District No. 1

**UPDATED CONSTRUCTION EXCISE TAX LIMITS
RESOLUTION #08-17-23-8.1.1**

WHEREAS, in 2007, the Oregon Legislative Assembly passed Senate Bill 1036 which authorized school districts to impose construction excise taxes to fund capital improvements to school facilities; and

WHEREAS, in August 2008, the district imposed this tax pursuant to the provisions of Senate Bill 1036; and

WHEREAS, in 2020, the tax rates were indexed to inflation using the Engineering New-Record Construction Cost Index and the tax rate limits were updated by the Oregon Department of revenue and new rates were received for 2023-24 from the Oregon Department of Revenue;

WHEREAS, the current assessed rates from 2022-23 are at \$1.39 per square foot for residential construction, \$0.69 per square foot of non-residential construction with a non-residential maximum of \$34,600;

NOW THEREFORE, BE IT RESOLVED, the Board of Directors of the Gervais School District No. 1, Marion County, Oregon authorize the following tax rate limit for the 2023-24 fiscal year:

	2023-24
<u>Construction Type</u>	<u>Rate (per square foot)</u>
Residential	\$ 1.56
Non-residential	\$ 0.78
Non-residential maximum	\$ 39,100

This Resolution takes effect on October 1st, 2023.

ADOPTED by the Board of Directors of Gervais School District No. 1, Marion County, Oregon this 17th day of August, 2023.

**GERVAIS SCHOOL DISTRICT NO. 1
MARION COUNTY, OREGON**

By: _____
Chair, Board of Directors

ATTEST:

By: _____
Dandy Stevens, Superintendent