

**Gervais School District #1
School Board Regular Session Meeting Minutes
Thursday, November 16, 2023**

REGULAR SESSION

Director Bustamante called the School Board of Gervais School District #1, Marion County, into a Regular Session on Thursday, ~~October~~ ^{November} 16, 2023, at 6:00 p.m. Board members present included: Henry Bustamante, Ana Contreras, Maria Contreras, Jenny Jones, and Angie Toran. Others present included Dandy Stevens and Sandra Segura.

Visitor Guest Book:

Andrew Aman, Michael Elliott, Leanna Heiman, Lenthal Kaup, Krysteena Leimbach, Doug Loiler, Lisa Miller, Dusty Price, Devon Williams, and Toni Williams-Johnson.

1.0 CALL TO ORDER

1.1 Pledge of Allegiance

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

OSCIM Program Presentation by Leanna Heiman and Michael Elliott from ODE

The following things was presented:

Funding for School Infrastructure

- There are three sources of funding: state, federal, and local.
- Districts rely on property tax wealth and General Obligations bonds for school infrastructure projects.
- Federal funds for school facilities are very limited if they exist. Typically, those funds come with several strings attached.
- State funding provides all districts with funding to cover operating expenses and maintenance and it does not provide funds to cover significant renovation or construction costs to address aging buildings.
- State school funding mainly covers operations and maintenance, not major building improvements. That is one of the reasons why many districts go after General Obligations bonds. The slide included amounts from the last district audit, showing that most funds go to instruction and support services.
- The OSCIM grant is a program that provides matching incentives to districts that pass a bond measure. Small districts could get up to \$6M in matching funds, and larger districts could get up to \$12M. A facilities assessment report on all the district's buildings and a long-range facilities plan (considers student enrollment and community educational vision) are required when submitting an OSCIM application. Plans are typically mapped out for ten years. Districts get the grant funds only if a bond passes.
- Long-range facility processes require community and stakeholders' input.
- Gervais took advantage of another grant to pay for the facility assessment and long-range facility plan. Assessment reports are only valid for four years. If the district goes for a bond in May, this will be the last time those assessments could be used for the application.
- Gervais is top of the list of several districts for being eligible for the OSCIM grant.
- School facilities are important for the following reasons:
 - o Direct and indirect student outcomes
 - o Building life expectancy is 30 to 40 years if buildings are well-maintained
 - o Good learning environment for students
 - o Maintaining a good functioning building helps increase enrollment
 - o Modern buildings protect students from pollutants such as mold, asbestos, etc.
 - o Better heating and cooling systems could promote positive outcomes
 - o Teacher retention
 - o Increase the number of amenities for community use
 - o

There was a brief discussion that OSCIM grant funds will cover projects included in the bond language if it passes. The group also discussed how districts can apply for funds every six years. The funds are not guaranteed through the constitution; the legislature has to renew funding.

2.0 INTRODUCTIONS & ANNOUNCEMENTS

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, they should make sure that comments are 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 October 19, 2023, regular session.

Ms. Segura noted a couple of minor corrections.

Motion:

There was a motion made by Director A. Contreras and seconded by Director Jones that the Gervais School District Board of Directors approve the minutes from the Regular Session on October 19, 2023. The motion passed 5-0.

4.0 PUBLIC FORUM:

Mr. Kaup recommended that when guests are invited to speak, ensure that they speak loud enough for everyone to be able to hear, especially those individuals who sit at the very back of the room and have hearing challenges. Second, he said that he is concerned about the sewer at the high school, the high school gym roof, building leaks, and sixth graders being unable to read at the 4th-grade level.

REPORTS

Student Council:

Prairie Ifft (Senior Vice-President) and Gloria Valdovinos (Senior Treasurer) presented the following for student council activities.

- The leadership class attended a conference in Seaside and had the opportunity to meet other leadership students. Brought ideas back on how to make student leadership stronger.
- The football team made it to the finals and had a great season.
- FFA had an event, and it went well.
- Participants have been selected and are beginning rehearsals for the Doernbecher Mr. & Ms. Gervais pageant. Prairie Ifft and Gloria Valdovinos were selected.
- The staff versus staff basketball game against North Marion has been canceled due to lack of participation.
- Prom is scheduled for April 20, 2024.
- Monthly student of the month assemblies have started. Nice to have students who are doing good be recognized.
- Plan to have a float to participate in the holiday parade.
- Partnering with a local Christmas tree farm to fundraiser and have students earn volunteer hours.
- Seniors & families have college application night today to receive assistance in applying for college and scholarships.

Administrators Report:

Gervais Elementary School

Mr. Price reported the following.

- The focus at the elementary is about making everyone feel that they belong and learning about building strong relationships. Social/emotional and trust are essential.
- Kiwanis donated brand new books to all students who were very excited to receive them.
- Partnership with OHSU has brought many great resources to our students and activities they can engage in.
- The FFA club from GHS engaged with elementary students at a pumpkin patch. The elementary students were super excited to get a free pumpkin to bring back.
- Staff and students had fun dressing up as their favorite characters for Spirit Day.
- Aguilas de Oro brought an outstanding show to the elementary showcase Hispanic heritage.
- The elementary offers several clubs after school made possible by the Latinx grant. Those clubs that students enjoy would not be possible without this grant (the slide shows the numerous clubs offered). Some clubs offer sewing, playing the violin,

or learning about robotics. Pictures of students were presented with the different clubs after school showing how kids enjoy the activities. Minecraft is a new club, and it has been very successful.

- The Family Literacy Night was a success and was well attended.
- Bingo night was also a success. The families had a lot of fun.

Gervais Middle School

Ms. Williams-Johnson reported the following.

- No One Eats Alone-the middle school has been part of this for approximately five years now. It's not just about not eating alone, but it has to do with anti-bullying. It all starts with the kids who isolate themselves because, usually, those are the kids that get bullied. This work is led by leadership (several pictures were displayed). The students are paired with someone other than their friends to start engaging with students they typically would not talk to. Kids ask each other questions to learn about their interests, and they also play games. Leadership who you didn't expect to come forward did.
- Outdoor School- Students attended outdoor school for 2.5 days (typically 3 days) and got to do several outdoor activities with their classmates despite the rainy weather. Students got to make a safety bracelet that could be used as a rope if lost in the wilderness and brought home. Showed a video of the kids doing an activity and having fun. Already planning outdoor school for next year and doing an overnight outdoor event. Looking at booking a site about an hour away, so parents feel more comfortable letting kids go. The plan is to get high school students (11th and 12th) involved to serve as outdoor school counselors for these kids and have those hours counted towards their volunteer hours. It's a great experience for kids to attend because some will never get to experience this again. Outdoor schools are paid for by the State of Oregon.

There was a brief discussion by the group regarding the high number of referrals for middle school.

Gervais High School

Mr. Aman reported the following.

- Welcome Doug Loiler (Vice Principal/Athletic Director).
- High school staff had a group picture taken and had the opportunity to attend an evening activity if they were able to attend.
- Shared all the professional development teachers have been working on. Some of those trainings included i-Ready & ALEKS, tribal history lessons, Danielson Framework, Oregon connections, Math curriculum, and artificial intelligence training.
- A full list was provided of what the students are learning in each subject area, which tells you that students are being hit with a lot of information every day.
- Shared that the high school had two awesome student assemblies with guest speakers. One was a Veteran from the Korean War, and the other was a migrant motivational speaker. Both speakers gave powerful speeches.
- College and career- Shared a calendar with all the field trips that are scheduled for November. The high school has never been offered as many field trip opportunities to colleges/universities before as it has now. All of this is possible through the Gear-Up grant.
- Find Your Grind program- a video was shared on "Find Your Grind," a new college career inventory purchased with Gear Up funds. It's a very attractive program that high school students like. The lessons are done through advisory, and students are already in the third lesson. The goal of this program is that every student finds a pathway to what they wish to do career-wise after high school. The data is stored, and the hope is that this program is used for 6-12th grade, so there is a path to follow starting from middle school.
- Attendance-grade checks and attendance checks weekly. There is a Blazer game that students will get to attend if they meet attendance, behavior, and grade criteria.
- Student recognition: Doing monthly recognition for the Student of the Month. There are no criteria. A teacher selects a student to be recognized, and they get a \$5 gift card.
- Attendance team-it's the biggest struggle right now. Students are being pulled in who are consistently late for school.
- Character Strong-Students can get out of their seats and talk to each other for culture building in their advisory classes.
- Shared a list of challenges and successes for the high school. Successes outnumber challenges.

There was a brief discussion by the group about student behavior (it helps to have a school officer present during lunches) and how students feel about the bond.

Ms. Stevens said focus groups are scheduled to talk to students in all buildings about how they feel about the bond. This will be shared in the December board meeting.

Business Manager Report:

Ms. Davis reported the following in addition to her written report:

- Referenced the ending fund balance sheet for 2022-2023. It ended higher than anticipated at about \$287K more. This cushion will be very important to have because staffing needs have risen. One is the Emotional Growth room at the elementary school.
- 101 Frontier Charter Academy is higher.
- 251 (SIA) -Normally, there is no rollover because you spend and receive funds. The last two years they have asked the district to claim all of it and spend it by September of the following year. That is the reason why there is a positive balance that has rolled over to this year.
- 265-GEAR UP grant is in the negative. It's a federal grant, and the first year, the district received \$100K. The grant is seven years long. The funds were received late last year, and the spending had to be done quickly. Records in a different cycle than other grants. June 1st to August 30th is their first quarter. That is the reason why the account is in the negative because the district will not receive funding until later.
- Food Services ended with an ending fund balance of \$115K, which appears to be okay, but during COVID, our ending fund balance was in the \$400K range for 2021. The ending fund balance was \$266K in 2022. Funds are quickly being taken due to costs of items and shortages. She anticipates that there will be a need to transfer funds from the general fund to sustain that program.
- Reference page 37. Provided an ending fund balance without Frontier Charter School. It is forecast that the ending fund balance for 2023-24 will be at \$502K which is a huge difference from this year. This forecast was an estimate submitted for student enrollment. The district has 875 students enrolled. The enrollment report has been revised and sent to reflect the increase in enrollment. The district will receive more funding due to the increase in enrollment, but it is a year when the budget has to be closely monitored.
- Administrators have been advised that it is most likely that there will be a freeze on spending starting at the beginning of the new year.

Ms. Davis asked if there were any further questions.

There was a brief discussion regarding the shortage of food items.

Ms. Maria Contreras asked about the budget summary report under "other," which has a difference of \$600K (page 32 in the packet).

Ms. Davis said that she would need to look this up and provide an answer later.

Superintendent's Report:

Ms. Stevens said her board report will be covered during Action Items and Discussion Items. She wanted to share that there has been a lot of work involved with teachers. The administrators have been doing professional development with Jorie Ellis from the Danielson Framework, have done walk-throughs at the schools, and have been observing teachers in the classroom to have conversations about performance levels for that teacher, etc., to continue to calibrate and know what it looks like to have good student engagement. Administrators are learning a lot going through this process.

6.0 BOARD FOCUS/MEMBER TOPICS:

There was a brief discussion by the group that Representative Tracy Cramer will be present at the community meeting planned for December 11th and serve on the panel to explain to the community what the state can and cannot fund what she has advocated for, and why it is the responsibility of the local community to fund this type of facility needs. Ms. Stevens received an application for a new capital project from Representative Cramer's office. She will submit it for the high roof project, which will not pay for the whole thing but will pay for some. The district will know by February if funding will be awarded for the project.

There was a brief discussion that there is no need to send a letter to Representative Cramer because they are already aware of the possible consolidation if the district closes. It was also discussed that there will be a voter registration table at every event the district holds to register more voters. Chromebooks will also be available to register online or to check to see if the individual has already registered to vote. Individuals can register up to the end of April for the May elections.

7.0 CONSENT ITEMS:**7.1 Approve****New Hire / Temporary/Rehire:**

Ashley Cunningham, Elementary Special Education Instructional Assistant

Evdokia Gostevskiyh, Afterschool Childcare Worker

Becky Hilton, High School Part-Time Secretary

Trevor Nielson, Temporary Elementary Behavior Specialist Teacher

Extra Duty:

Sarah Orschel, GHS Yearbook Advisor

Noel Vasquez, Middle School Boys & Girls Basketball Coach

Steffani White, GHS Girls Head Basketball Coach

**7.2 Approve
Contract Change / Renewal:**

Recall:

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

Jesse Geddes, Elementary Teacher

Annalee Martinez, Elementary Instructional Assistant

Decline:

Reduction in Force:

Other:

Transfers:

**7.4 Approve
Out State Travel**

Gervais District#1 Board of Directors approves travel for Laura Zurita to travel to an International Latinos Social Worker Conference on February 22-24 in Oaxaca, Oaxaca, MX.

Discussion:

Ms. Stevens pointed out a revised consent agenda for approval.

Motion:

There was a motion made by Director Ana Contreras and seconded by Director Jones that the Gervais School District #1 approve the Consent Items listed en masse. The motion passed 5-0.

8.0 ACTION ITEMS

8.1 Policies Second Reading

EFA: Local Wellness

GCBDA/GDBDA: Family Medical Leave

GCBDF/GDBDF: Paid Family Medical Leave Insurance

LBE: Public Charter Schools

LBEA: Resident Student Denial for Virtual Public Charter School Attendance

Director

Discussion:

Director Bustamante asked if anyone had any questions regarding the policies.

Director M. Contreras asked why there is language on the local wellness policy about the PE minutes if the district does not have the time to meet for 150 minutes.

Ms. Stevens said that the district is not able to change the policy because it is based on law, but what the district can do is acknowledge on Division 22 that the district is not able to meet those minute requirements.

Motion:

There was a motion made by Director A. Contreras and seconded by Director Toran that the Gervais School District #1 Board of Directors approve policies EFA, GCBDA/GDBDA, GCBDF/GDBDF, LBE, and LBEA. The motion passed 5-0.

8.2 Policies for Deletion

EFA-AR: Local Wellness Program

IGBBA-AR: Appeal Procedure for Talented and Gifted Student Identification and Placement

Discussion:

Ms. Stevens said that IGBBA-AR is being deleted because the district already has adopted KL-AR for the complaint procedure and the talented and gifted complaint procedure is already embedded in it.

Motion:

There was a motion made by Director A. Contreras and seconded by Director Jones that the Gervais School District #1 Board of Directors approve the deletion of policies EFA-AR and IGBBA-AR. The motion passed 5- 0.

8.3 Approve Growth Goals as Presented at Last Board Meeting

Discussion:

Ms. Stevens said these goals were presented at the last meeting, but she must provide an opportunity for comments on the goals which are now ready for approval.

Motion:

There was a motion made by Director A. Contreras and seconded by Director Jones that the Gervais School District #1 Board of Directors approve growth goals as presented at the last board meeting. The motion passed 5- 0.

8.4 Facility Improvement Measure

Discussion:

Ms. Stevens said that if the board did not feel comfortable taking action tonight regarding the facility improvement measure, that could be postponed to December. She explained that McKinstry made this proposal. They are a consortium pricing organization. They are our "broker" because they go out to bid for the work and take the best bid. Currently, there is \$500K in ESSER funds saved to be used for an HVAC upgrade. Last month, information was provided on the cost of HVAC for the elementary. The amount was significantly more than \$500K. That is when she asked McKinstry to provide an estimate for the high school gym for a higher building capacity than 225. The current 225 capacity felt inadequate since the gym gets full during special events. An additional 50K would be added to the cost range (minimum to maximum) if the occupancy capacity doubles. If we install AC, we want at least the occupancy capacity. The preliminary bid/estimate was a minimum cost of \$632K and a maximum cost of \$772K for the 225 capacity. The ask was to double the capacity, which increased the maximum to \$822K. The cost of out of pocket for this option would be \$182K-\$322K if there is no bond. A decision must be made soon, especially when there is a shortage of supplies, and ESSER funds must be spent by September of the coming year. Any work done before the bond passes could be reimbursed if it's included in the bond package. If the bond does not pass or you decide to do nothing. If the board chooses to do nothing, the district must pay \$75K for the design costs and \$200K for a cancellation fee. If the bond does not pass, we will be out \$275K with nothing to show. It could be decided, regardless of whether the bond passes, that we will put in the air conditioning equipment. That equipment would go for whatever district takes on that building if the district consolidates. The district has monies that can be spent: \$1.16M from FCA money, \$640K building proceeds funds, and \$417K from excise tax.

Director Toran thought that this discussion had already taken place.

Director A. Contreras says that if the board moves forward with this option, it will get a lot of pushbacks from the community. She said that she prefers more time to think about this proposal.

Ms. Stevens said that in the Need's Facility Assessment, HVAC in the gym was brought up as a necessity. Any money invested in HVAC will reduce the amount of the bond going toward this project and could be put towards something else, such as cafeteria space. She reminded the board that once you start ripping apart the buildings, all sorts of problems could arise. It is common knowledge that the cost runs more than what you have. Using the \$500K frees up more money in the bond to do other projects. She wanted to clarify that there was a prior discussion, but it was connected to the elementary HVAC.

Director A. Contreras repeated that she wanted to be transparent with the community.

Ms. Stevens said that the district did pull staffing out of the ESSER account because we did not want to be in the same situation that other districts are in terms of inflation cliff. She said the forecasted ending fund balance for the end of this year will be low. The board can put back staffing into ESSER funding, which is allowable to preserve more of the general fund.

Director M. Contreras says that it makes sense. If this bond does not pass, why are we going to put air conditioning in this building for the next two years if we can spend it on funding for staffing costs? Then, the general fund will be higher.

Director A. Contreras would like to wait for a decision.

Ms. Stevens said that Caryn and she would prepare different scenarios to see how that would look and share them at the December board meeting.

There was a brief discussion by the group that it is best to wait to get the different scenarios to make a better financial decision for the district.

8.5 Approve Letter to Business Partners & Farmers

Discussion:

Ms. Stevens said that Representative Cramer would be at the meeting, and it was Representative Cramer's idea to do a panel to tell the story of Gervais and why it's important to learn about the different perspectives and the financial components. Representative Cramer will talk about what she has done for the district. Rebecca Stucker will discuss facilities assessment, and Gil Miller (general manager for a local construction company) will discuss the difference between residential and school property construction. Ms. Stevens said the revised letter would go to farmers and business partners.

Motion:

There was a motion made by Director A. Contreras and seconded by Director Toran that the Gervais School District #1 Board of Directors approve the letter to business partners & farmer partners as shown on the agenda. The motion passed 5-0.

8.6 ELD K-5 Curriculum Postponement

Discussion:

Ms. Stevens said that when you pilot the curriculum the district has to get approval from the board for postponement because you do not know whether the pilot will work, but it was not on the agenda last month. That is the reason why it is up for approval today. Bonny Atwood gave a presentation about this back in May.

Motion:

There was a motion made by Director A. Contreras and seconded by Director Jones that the Gervais School District #1 Board of Directors approve the ELD K-5 curriculum postponement. The motion passed 5-0.

8.7 Letter for Seismic Grant

Motion:

There was a motion made by Director A. Contreras and seconded by Director Toran that the Gervais School District #1 Board of Directors approve the letter for the seismic grant as shown on the agenda. The motion passed 5-0.

9.0 DISCUSSION ITEMS

9.1 Policies First Reading

BD/BDA: Board Meetings

Ms. Stevens said that this policy is going for first reading and that if there are any questions, we have until December.

9.2 School Board & Superintendent Agree on Evaluation Process

Ms. Stevens said it is now time to start the superintendent's evaluation process. In the past, the board chose to have Kristen Miles from OSBA facilitate this process. Ms. Stevens asked if the board would like to do the same for this year.

The group agreed to use OSBA services for the superintendent's evaluation process this year.

9.3 Update on Equity Goal Number Two Presented by Dusty Price & Andrew Aman

Mr. Price reported that the Equity Committee group comprises the same members that were in it last year. He said it's a phenomenal group that brings different perspectives and collaborates with different ideas. The next piece after creating the equity lens is what is the next step. The Equity Committee's goal this year is to use the equity lens by taking it to different groups in the district to provide ongoing professional development for staff about cultural education. Get feedback from families on how inclusive the district has been in their experience. Since the professional development is in full, the committee decided to do cultural education videos to learn from students where they come from, how their experience has been, and if they feel visible in school. These videos will help us appreciate families more. The other goal is to reintroduce the lens to all to become familiar with those questions that will always be in mind. The equity team will facilitate it, and the different groups will be able to use it. There will also be a survey with about four open-ended questions that will be asked to a diverse group of families in the district to gather data and find out where our gaps are concerning inclusivity.

9.4 Bond Update

Ms. Stevens said the next community engagement meeting is scheduled for December 11, 2023. A flyer will go out to farmers and community stakeholders to invite them to the meeting. On the 12th, the Russian engagement meeting will happen via ZOOM and in person. She also has a student-focused group scheduled to get students' input. She is consistently getting updates from Rebecca Stuecker to update costs. There were five roofing contractors looking at the high school roof to have solid numbers for the costs. The elementary roof has a new leak discovered with the first rainfall. She indicated she wants to ensure the district has the right numbers connected to the projects. All this information will be updated so parents can easily review and provide input on what is a priority for them regarding the projects. More walk-throughs will be planned, and more listening sessions in January and February. In January, you will get more specific data. Flyers are being prepared to be sent out to all parents and registered voters with more information.

9.5 2023 Data Update

Ms. Stevens provided the following data regarding the state report card (keeping in mind that not all data has been released).

- Shared demographics of the students the district serves.
 - o Enrollment numbers.
 - o Percentages of the different categories of students the district serves.
 - o Free and reduced lunch percentages.
- Breakdown of staff districtwide, including administrators, teachers, support staff, etc.
- At a glance profile for the whole district; data included regular attenders, math percentages, on track to graduate, on-time graduation, and five-year completers.
- Shared comparison data before COVID for 3rd, 4th, & 5th-grade language arts data, 8th-grade math, on-time and on-track graduation, class sizes, Science, and declining enrollment numbers.
- Comparison Data for middle: class size, regular attenders, English language arts, math, science
- High school
 - o Classes are down.
 - o Regular attenders
 - o On track to graduate (does not include Samuel Brown)
 - o 97% on-time graduation-higher before COVID
 - o High school completers
 - o College-going numbers
- Shown data with Samuel Brown embedded in Gervais High School data. It was a wise decision to convert Samuel Brown into the alternative option.

Ms. Stevens said that after going through the data, you can see what lack of funding does to student education. The only reason why the district was able to purchase curriculum and other things is because of SIA funds.

9.6 Sick Leave Bank Policy Update

Ms. Stevens said the sick leave bank policy does not require any action tonight from the board because it's just a draft. As a reminder, this was one of the elements of the collective bargaining agreement with the classified staff, but we wanted to offer it to all, not just the classified group. This option will be on a volunteer basis, and staff will not be required to participate. The purpose of this is to bridge the gap in times of serious illness. Ms. Stevens asked the board to review the policy and send her any questions. This could go as an action item for December's regular session.

10.0 FUTURE AGENDA ITEMS

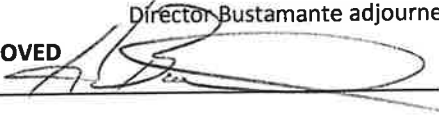
Director Bustamante adjourned the Regular Session at 8:29 p.m.

11.0 ADJOURN

11.1 Adjourn Regular Session

Director Bustamante adjourned the Regular Session at 8:29 p.m.

APPROVED

A handwritten signature in black ink, appearing to be "A. Bustamante", written over a horizontal line.

Board Chairperson

A handwritten signature in blue ink, appearing to be "Sandra Segura", written over a horizontal line.

Board Secretary

