

WILLAMINA SCHOOL DISTRICT BOARD OF EDUCATION
Organizational Session
July 14, 2025
7:00 p.m.
Willamina Elementary/High School Library

The Willamina School District Board of Directors met in the annual organizational session on July 14th at 7:00 p.m. in the Willamina Elementary/High School Library. Minutes are as follows:

ATTENDANTS:

Roy Whitman-
David Shenk
Justine Flynn
Noah Gephart
Yvonne Cerrato
Mike Gass, Superintendent
April Johnson, Executive Secretary

7:00 pm Organizational Session called to order by board member Roy Whitman followed by the flag salute.

BOARD OF EDUCATION:

Roy Whitman swore in the new members of the board: Justine Flynn, Noah Gephart, Yvonne Cerrato. Board Secretary Johnson reviewed the certification of the Election on May 20th, 2025. She also reminded the board members of the OSBA training coming up in August and asked members to let her know ASAP if they would like to attend, as she would get them registered.

DECISION ITEMS

Duly Elect Board Chair and Vice Chair.

David Shenk nominated Justine Flynn for Chairman of the board. Roy Whitman seconded:

VOTE 5 YES- Motion carried.

Yvonne Cerrato nominated Noah Gephart for vice-chair. Roy Whitman seconded: **VOTE: 5 YES – Motion Carried**

A.

1. Roy Whitman moved to bond the Superintendent at \$100,000, the Deputy Clerk at \$100,000 and principals & secretaries under a blanket bond in the amount of \$25,000 for the 2025-2026 fiscal year.
David Shenk seconded.
VOTE: 5 YES – MOTION CARRIED
2. David Shenk moved to designate the Superintendent as the Chief Administrator, Custodian of Funds and the Budget Officer for the Willamina School District during the 2025-2026 fiscal year.
Yvonne Cerrato seconded.
VOTE: 5 YES – MOTION CARRIED
3. Yvonne Cerrato moved to authorize the Superintendent and building principals as District representatives to apply for and administer federal funds during the 2025-2026 fiscal year.
Roy Whitman seconded.
VOTE: 5 YES – MOTION CARRIED
4. Noah Gephart moved to designate Lisa Anderson as Deputy Clerk for 2025-2026 fiscal year.
David Shenk seconded.
VOTE: 5 YES – MOTION CARRIED
5. Roy Whitman moved to designate Clear Trail CPA's as the auditor for the Willamina School District during the 2025-2026 fiscal year.

David Shenk seconded.

VOTE: 5 YES – MOTION CARRIED

6. Yvonne Cerrato moved to designate Bank of America, the Local Government Investment Pool, First Federal Savings and Loan, US Bank and Wells Fargo Bank as depositories of funds for the Willamina School District during the 2025-2026 fiscal year.
Roy Whitman seconded.

VOTE: 5 YES – MOTION CARRIED

7. David Shenk moved to designate Willamette ESD as legal counsel for the Willamina School District for the 2025-2026 fiscal year.
Roy Whitman seconded.

VOTE: 5 YES – MOTION CARRIED

8. Noah Gephart moved to approve all adopted board policies currently in use for the 2025-2026 fiscal year.
Roy Whitman seconded.

VOTE: 5 YES – MOTION CARRIED

B. Out of State Travel Request

1. Board Secretary April Johnson explained to the board that the Willamina FFA Chapter is wanting to attend National Convention this year in October. They would like to be approved for the out of state travel so they can begin to look into travel arrangements as well as begin fundraising.
David Shenk moved to approve the out of state travel in October for the Willamina FFA Chapter to attend National Convention. Yvonne Cerrato seconded. **VOTE: 5 YES- MOTION CARRIED**

CONSENT AGENDA:

Roy Whitman moved to approve the consent agenda as presented.

Yvonne Cerrato seconded.

VOTE: 5 YES – MOTION CARRIED

CORRESPONDENCE

Supt. Gass welcomed the board members and encouraged them to make arrangements to tour the campus. He stated he was excited to work with them and their vision for the district. He stated that there was going to be a lot going on the campus with the construction as well as all the new staff. Supt. Gass reported that the staff had moved back into the district office and he thanked Maintenance Supervisor Craig Johnson on getting the necessary items replaced/fixed and scheduling people to get the work done diligently. He also stated that there a lot of projects taking place this summer as well, including replacing the sidewalk. Supt. Gass reported that there were about 35 kids participating in summer school. They have been included in some events and activities as careers in the community. They would be attending the Oregon Coast Aquarium for their final trip. August 13th would be freshman orientation which he stated is good time for staff and student team building. August 18th would be the first official day of athletic practices. He recognized Lynne Shore for being recognized nationally for her outstanding work and commitment to school food nutrition program.

Supt Gass also stated that they were able to hire a SPED teacher to oversee the structured learning center. That will bring kids back to that had alternative placements last year.

Roy Whitman thanked Supt. Gass for hiring the Spanish teacher. He also gave recognition to Lynne Shore for her help and service during the recent Pancake Feed for the community. He also recognized Greg Leno who will be retiring from the tribe but has always been a resource to help with bleachers, furniture etc. for the district.

Supt. Gass also reviewed the recent report from HMK and reviewed with the new board members the recent developments of hiring a construction manager/general contractor (Triplett Wellman) and the Schematic design work has begun with a couple of meetings to review visions, goals and needs of the district aligning with the scope of the Bond.

Supt. Gass reviewed the latest report from ODE on the IDEA Compliance which indicated that the district is meeting requirements. The determination is made after reviewing data in State's performance plan/ annual performance as well as state reports. The accountability percentage and determination the district scored 9 out of 10 points.

AUDIENCE TIME:

No audience input at this time.

Future Agenda Items:

Goal Session – August

Food Service RFP/Extensions 2025-2026

A general discussion took place amongst board members of specific things to discuss during the goals session, such as curriculum review, student achievement, community involvement and family engagement.

7:56 Duly adjourned