



Reedsport School District 105

MONTHLY SCHOOL BOARD MEETING

MINUTES

MARCH 8, 2023

I. CALL TO ORDER

II. ESTABLISH A QUORUM

A. Jack Dailey, Eric Brandon, Carrie Oldright, Carey Jones, Al Campbell, Jon Zwemke, Rachel Amos, Jerry Uhling, Amanda O'Brien, Sharmen Tipton

III. EXECUTIVE SESSION @ 5:30 pm

ORS 192.610 (2) *An executive session is any meeting or part of a meeting of a governing body closed to certain persons for deliberation of certain matters.*

ORS 192.660 (2) *The governing body of a public body may hold an executive session:*

(i) *To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.*

Representatives of the media may be excluded from executive sessions in only four cases:

- ♦ Consultations with designated labor negotiations
- ♦ Consideration of expulsion of an elementary or secondary student
- ♦ Discussions of confidential medical or personal records
- ♦ Litigation between the district and the media representative's organization

A. School Board Evaluation of the district Superintendent.

1. Board reviewed standards and wrote narrative.

B. Close Executive Session @ 6:15 PM

IV. PLEDGE OF ALLEGIANCE @ 6:30 PM

V. CHANGES TO THE AGENDA

VI. ACCOLADES

A. January Superintendent Awards

1. Student: Kayleigh Ansell-Flitcroft – 3rd Grade / Whitney Isley – 3rd Grade Teacher
2. Student: Lily Thurman – 5th Grade / Mellissa Watts – Elementary 5th Grade Teacher
3. Student: Tristian Lyon – 7th Grade / Tara Adams – History Teacher
4. Student: Gaby Galan – 11th Grade / Bailey Brown – Social Studies Teacher

B. New SRO Keenan Walker joined the PD on Monday and started as our SRO on Wednesday. We are glad to have him with us.

VII. COMMUNITY COMMENTS

Individuals may address the Board on agenda items. Please let the Board Chair know which item you wish to address. You are limited to no more than three (3) minutes. You may address the Board on a topic not on the agenda as long as it does not pertain to a complaint against a staff member. However, the Board reserves the right to refer the matter to the administration.

Anyone wishing to provide public comment or testimony may submit their comment/testimony in written form or email to the Board Secretary. Comment and testimony received by 3:00 PM on the day of the meeting will be included in the meeting. Any comment/testimony received after 3:00 PM will be saved for the next regularly scheduled board meeting. Submit Comments to: Reedsport School District email: stipton@reedsport.k12.or.us or mail to: 100 Ranch Road Reedsport, OR 97467

VIII. REPORTS

A. Elementary Administrator – Amanda O'Brien

1. Welcome to the new SRO. We plan to have him come into the elementary school and meet each classroom and make it a very positive experience to start off on the right foot.
2. Starting new curriculum. Community members can come take a look at it. Same publishing company.
3. Jerry, Jon and Amanda met with local judge about truancy issues. We have done family interaction to encourage families. We incentivize, have prizes and student recognition.
4. There is a Senate Bill that Amanda opted to Spoke with a committee to tell them we need something stronger to hold families accountable for attendance.
5. It is hard for teachers and students to build relationships with sporadic attendance.
6. 16,000 students in Oregon do not have productive attendance. Right now, we have 37 families we are following for attendance records.
7. Mr. Hamner took 19 students to a state archery championship in Albany
8. Sportsmanship award, 2 students placed 3rd and 2 students placed 2nd
9. Upcoming: Friday Professional Development. Behavior trauma and brave intelligence training.
10. HPO Movie night March 16th @ 5:30 pm
11. Annual tree planting in April and the leadership students from RCCS are coming help out.

B. Jr./Sr. High School Administrator – Jerry Uhling

1. March 16th huge track meet hosted at RCCS
2. Job Fair April 11th in Portland, Jerry and Amanda will be attending
3. Second quarter awards will be given out next week.
4. Students will be filling out a survey to say what classes they are interested in current experiences.
5. College 101 March 22nd
6. IT Career people who are graduates of Reedsport will come to talk to the students

7. State testing season will be gearing up without staff and students
 8. Blood Drive April 12th
- C. Jr./Sr. High Athletics Report – Brian Watts
1. Spring sports: basketball, baseball, volleyball, clay target team, track, esports
 2. We need volunteers for track meet this week, but we will have others and each track meet needs about 50 volunteers. The track team can use your help.
 3. Working on putting all sports together on the school web site. This brings people together and makes it a cohesive athletic program.
- D. Sr. High Student Leadership Report – Brian Watts / Leadership Student
1. CO was asked to come in to the leadership class to discuss the process and policy for a change of mascot.
 2. The students were educated on the process and highlighted things that were very important.
 3. Anyone who would like to come to the leadership class to give a presentation, we would love to have you join us.
 4. They had presentations on their favorite president and the international women’s day.
 5. Designated to do a project at the High School or Elementary. Tree Planting BBQ will be a service as well as able to interact with students
 6. Will have 10 – 12 students visit elementary school to help lead the pledge of allegiance.
 7. Will be having a basketball clinic to invite students
 8. We have got to get kids in the weight room. We are not in the best shape; the weight room needs some money put into it to advance our speed and stamina in the games.
- E. Certified ARE Representative – Julee Noel
1. Regan Coplan has been having great IEP meetings with parents and there is positive progress.
 2. Tara Adams wanted to thank Yost, for being a guest speaker from China for our 7th grade students. The students learned a lot and had great questions.
 3. Mrs. Coffman first grade was happy to have the Rotary Club send in readers for the gift of literacy.
 4. Lions Club came in to present students with flags and 1st graders sang national anthem for them.
 5. Spirit week with activities school wide so there was integration among the classes.
 6. Reading night was a huge success, cafeteria was packed. Families having fun. 162 kids attended and a total of 84 families attended. Hopscotch, bingo, book walk, book marks, battleship, fact and opinion, photo booth, cotton candy, popcorn.
 7. HPO helped with cotton candy and popcorn. We expected maybe 100 people total so it was a great night of learning and fun.

- F. Classified ARESP Representative – Jess Dailey
 - 1. We are bargaining on Monday and be able to sign next week.
- G. Technology Report – Al Campbell
 - 1. Planning upgrades and looking towards the future.
 - 2. More next month when Tosh Tipton will bring a report.
- H. Maintenance Report – Michael Schoppe
 - 1. HES Office project. Electrical is about 80% finished. Light fixtures are on back order. Access to dry wall is not a problem and measurements have been done today.
 - 2. Is there an ETA on completion, do not have a date yet? We have made some work arounds to keep moving forward but there are other items we are still working on.
 - 3. Lead testing came back as acceptable following some fixtures being replaced.
 - 4. Lights on softball scoreboard is ready to go, but waiting for better weather.
 - 5. Will we do better signage for off leash dogs. Community information effort. We can't police it all the time. Will see what other types of efforts we can make to keep the fields clear of animal waste so our students are able to play sports safely.
 - 6. District Office sign Mr. Shaw is having problems with his 3D printer but they are working on it.
 - 7. The sign has primer on it, waiting for better weather to finish painting
 - 8. Green mower was recently fixed.
 - 9. Warehouse is too full right now to park mowers in garage but working on surplus sale to get warehouse cleared out.
- I. Business Manager – Rachel Amos
 - 1. Financial Board Report – do you want to continue with the larger report or a more summarized report. Carey Jones will review both reports and see which he would prefer.
 - 2. What are we looking at for carry over to the next year? Page 1 shows us through January 31st. Ending fund balance is 17% of the general fund or 1.9 million.
 - 3. We budgeted for 22/23 is based on ADM of 610. Rachel has a call into them to see what happened to the elementary codes in the system and to get those numbers updated.
- J. Superintendent Report – Jon Zwemke
 - 1. Getting staff safely to the classrooms is something we need to look at. Safety is always a priority. We had one snow day and two late start days. Compared to previous years and other districts, we have been fortunate.
 - 2. Lockdown county wide, there was a debrief among superintendents. Our protocol is to start at full lockdown and then back off as each step is cleared. Also, most important is the safety of our staff and students. It was great that the Sheriff's office was looking for input and looking at how we can do better.

3. Lockdown was about 1.5 hrs. total, but it was a crazy hectic day. Our students and staff handled it very well with only a few issues that exacerbated the situation.
4. Integrated Guidance Update
 - a. You will see an April action item for Integrated Guidance.
 - b. Resources we have to put into this reporting is taking educators away from kids.
 - c. We have people who do not have students in our schools answering the survey. That is not going to help us serve the students in seats today.
5. HPO is looking for a new board. There will be no more parent organization if people do not volunteer to help, that organization and the activities it provides will go away.
6. SC ESD is looking to put together a meeting and greet with our local government leaders. Will keep you posted as to when this will be scheduled.

IX. BUSINESS/PRESENTATIONS

X. CONSENT AGENDA

Actions that are routine or usually call for no discussion, such as approving minutes of previous meetings, acceptance of donations and similar actions, are often handled together in one vote by the Board

- A. Approval of Board Meeting Minutes from February 8, 2023
- B. Notice of Certified Resignations/Terminations
 1. Brian Klier, Dean of Students at Jr./Sr. High School
- C. Eric Brandon made a motion to approve the Consent Agenda as presented. Carrie Oldright seconded. Vote: Yes 4, No 0. Approved.

XI. ACTION

- A. Provide 2023 graduating seniors Chromebook buyback for \$30
 1. Fourth year of a Chromebook cycle. Fair market value is \$30. If the student would like to keep it after graduation.
 2. Carrie Oldright made a motion to provide surplus Chromebook in a buy back to Seniors for fair market value of \$30 each. Jack Dailey seconded. Vote: Yes 4, No 0. Approved.
- B. Adopt 2023-2024 Proposed Budget Committee Calendar as per document attached
 1. 1st meeting on Tuesday May 9th, 16th or 18th here at 5:30 pm
 2. Consensus chooses the 16th
 3. The goal is to have the budget out two weeks prior to the budget committee.
 4. Carrie Oldright made a motion to accept the Budget Calendar with the first date of Tuesday, May 16th at 5:30 pm, and the remainder of the calendar. Eric Brandon seconded. Vote: Yes 4, No 0. Approved.

C. Small Desk Policy Rewrite: Review Section D: Fiscal Management – 2nd Reading

1. DBEA – Budget Committee – Update
2. DBHA – Ending Fund Balance – NO Changes
3. DFA – Investment of Funds – Update
4. DIC – Financial Reports and Statements – Update
5. DJB – Petty Cash Accounts – Update
6. DJFA – Credit (Procurement) Cards – Update
7. DM – Cash in District Buildings – Update
8. Eric Brandon made a motion to accept action item C 1-7 as provided. Jack Dailey seconded. Vote: Yes 4, No 0. Approved.

D. Small Desk Policy Rewrite: Review Section E: Fiscal Management – 1st Reading

1. EA – Support Service Goals – Delete
2. EB – Safety Program – Update
3. EBA – Buildings and Grounds Inspection – Delete
4. EBAC – Safety Committee – Update
 - a. EBAC-AR – (Site) Safety Committee[s] - Proposed
5. EBB – Integrated Pest Management – Update
 - a. Page 2 of 3 - Remove a specific company, change to head custodian or maintenance supervisor
 - b. EBB-AR – Regulations Regarding the Application - Delete
6. EBBA – First Aid – Update – Carrie Oldright
 - a. First set of brackets fits us best. Would recommend striking other brackets.
 - b. There is a designation in the student record that allows the school to make emergency medical decisions such as calling 911
 - c. EBBA-AR – First Aid/Infection Control - Update
7. EBBAA – Infection Control and Bloodborne Pathogens – Update
 - a. Page 2 of 2 - Select Education Service District (SCESD) and strike other brackets.
8. EBBAB – Hepatitis B/Bloodborne Pathogens – Delete
9. EBBB – Injury/Illness Reports – Update
 - a. EBBB-AR – Student Accident Form - Keep
10. EBBCC – Use of Automated External Defibrillator (AED) – Delete
11. EBC/EBCA – Emergency Procedures and Disaster Plans – Update
 - a. Page 1 strike entire bottom half, everything in boxed brackets. We have to do emergency disaster plans. We need to keep updated with the state compliance so we should not limit ourselves in policy when the state mandates those plans.
12. EBCB – Emergency Drills – Update
13. EBCD – Emergency School Closures - Update

14. ECA – Buildings and Grounds Security – Delete
15. ECAA – Access to Buildings – Update
16. ECAB – Vandalism, Malicious Mischief or Theft - Update
 - a. Last sentence at the end of policy, include not responsible for (include bracketed language)
17. ECACA – Radio Frequency Identification Device - Proposed
18. ECACB – Unmanned Aircraft System (UAS) a.k.a. Drone – Proposed
 - a. In the middle-boxed brackets, be struck and not included “recognizes the value”
 - b. Second page designee - superintendent
19. ECD – Parking and Traffic Controls – Update
 - a. Second paragraph sited and/or boxes brackets – remove those brackets
 - b. At the end of the policy include bracket - Law enforcement are authorized – as written
20. ECF – Energy Conservations – Update
 - a. Optional, recommend NO UPDATE – NO ACTION
21. ECG – Vehicle Idling – Proposed
 - a. Optional, recommend NO UPDATE – NO ACTION
 - b. *ECG-AR – Vehicle Idling - Proposed*
22. EDB – Maintenance and Control of District Materials and Equipment - Delete
23. EDC – Authorized Use of School-Owned Equipment and Materials (1) – Delete
24. EDC/KGF – Authorized Use of District Equipment and Materials (2) – Proposed
 - a. Recommend superintendent and strike board
 - b. Highlighted paragraph recommend Yes include
 - c. Last page – recommend strike boxed brackets
 - d. Recommend strike transportation courier
 - e. Recommend maintain rest of the brackets
 - f. *EDC/KGF-AR (1) – Use of School Owned Equipment and Materials – Delete*
 - g. *EDC/KGF-AR (2) – Equipment or Materials Loan Agreement - Update*
25. EEA – Student Transportation Services - Update
 - a. *EEA-AR – School Bus Scheduling and Routing - Update*
26. EEAC – School Bus Safety Program – Update
27. EEACA – School Bus Driver Examination and Training – Update
28. EEACC – Student Conduct on School Buses – Update
 - a. *EEACC-AR – Discipline Procedures for District-Approved Student Transportation (1) – Delete*
 - b. *EEACC-AR – Discipline Procedures for District-Approved Student Transportation (2) -*

Proposed

29. EEACCA – Video Cameras on Transportation Vehicles – Update – Carrey Jones
 - a. Only addresses home to school (curricular and extracurricular). Should sporting activities or field trips should be included in that? Extracurricular will cover sports and field trips.
 - b. *EEACCA-AR – Video Cameras on Transportation Vehicles - Update*
30. EEACD – Use of District Activity Vehicles for Student Transportation - Update
31. EEAE – Student Transportation in Private Vehicles – Update
 - a. *EEAE-AR – Proof of Vehicle Liability Insurance - Proposed*
32. EEBA – District Vehicles – Delete
33. EEBA – District Vehicles/Seat Belts/Child Safety System – Delete
34. EEBB – Use of Private Vehicles for School Business – Update
 - a. Last paragraph – a student WILL be allowed. Our cadets may need to drive from RCCS over to HES so we want to be sure we are covered.
35. EF – Food Services Management – Delete
36. EFA – Local Wellness Program (1) – Delete
37. EFA – Local Wellness Program (2) – Proposed
 - a. Page 2 – Record Keeping, recommend delete. We need to be able to make changes as the Child Nutrition Services requires.
 - b. Recommend principals be in charge of their buildings
 - c. Page 3 - Wellness advisory committee – recommend no – we may not have the staff to carry it out.
 - d. Page 4 – Nutrition Education – strike box bracket.
 - e. Keep goal 1 & 2, remove the rest of the goals.
 - f. Page 5 – Keep first 2 goals, strike the rest.
 - g. Page 6 – strike water section.
 - h. Page 7 – Goals strike 5, 6, 7, 9 & 10.
 - i. Page 8 – keep top of boxed bracket, other activities keep 4, 9, 11 & 12 and strike the rest
 - j. Page 9 - strike employee wellness section
 - k. Page 10 – strike remainder of policy.
 - l. HOLD for Second Reading
 - m. *EFA-AR – Local Wellness Program - Delete*
38. EFAA – Child Nutrition – Delete
39. EFAA – District Nutrition and Food Services – Proposed
 - a. Optional, recommend NO UPDATE – NO ACTION
 - b. *EFAA-AR – Reimbursable School Meals and Milk Programs - Update*

40. EFAB – Handling Lost, Stolen and Misused Meal Tickets – Delete
41. EFAC – Child Nutrition – Public Notification – Delete
42. EFB – Free and Reduced-Price Meals – Delete
43. EFC – Vending and School Stores – Delete – Carey Jones
 - a. How is that going to affect concessions? Vending machines and school stores are different than concessions because it is not under student nutrition. It is being incorporated into EFA.
44. EGAAA – Reproduction of All Copyrighted Materials – Proposed
 - a. Select Administrative Regulations - at the bottom
 - b. *EGAAA-AR – Guidelines for the Use of Copyrighted Materials - Proposed*
45. EGACA – Cell Phones – Proposed
 - a. Question out to attorney – HOLD for Second reading
 - b. *EGACA-AR – Cell Phones - Proposed*
46. EH – Records and Data Management – Proposed
 - a. Optional, recommend NO UPDATE – NO ACTION
 - b. *EH-AR – Records and Data Management - Proposed*
47. EHA – Health Insurance Portability and Accountability Act (1) – Proposed – Adopt Version 1
48. EHA – Health Insurance Portability and Accountability Act (2) – Proposed – DO NOT ADOPT
49. EHA – Health Insurance Portability and Accountability Act (3) – Proposed – DO NOT ADOPT
50. EIA – Insurance Programs – Proposed
 - a. Optional, recommend NO UPDATE – NO ACTION
51. Superintendent recommends Second Reading for:
 - a. EFA – Local Wellness Program (2)
 - b. EGACA – Cell Phones
52. Superintendent recommends No Action for:
 - a. ECF – Energy Conservations
 - b. ECG – Vehicle Idling
 - c. EH – Records and Data Management
 - d. EHA – Health Insurance Portability and Accountability Act (2)
 - e. EHA – Health Insurance Portability and Accountability Act (3)
 - f. EIA – Insurance Programs
53. Eric Brandon makes a motion to:
 - ♦ accept policies 1-19 as proposed
 - ♦ delete policy 20

- ♦ take no action on policy 21
- ♦ accept policies 22 – 36 as proposed
- ♦ request a second reading on 37
- ♦ take no action on policy 38
- ♦ accept 39 – 44 as proposed
- ♦ request a second reading on 45
- ♦ take no action on policy 46
- ♦ accept policy 47 as proposed
- ♦ take no action on policy 48 – 50
- ♦ Carrie Oldright seconded. Vote: Yes 4, No 0. Approved.

XII. DISCUSSION

- A. Budget Committee – One nomination from each board member
- B. Board would like an updated budget to review.
- C. Can not be an employee or lived in the district for at less than a year.

XIII. BOARD MEMBER COMMENTS

- A. At the REEF Banquet Carey Jones counted 19 retired educators, 6 current teachers and 3 administrators who attended. It is great to see a community group supporting the schools that is getting support from current and past local educators.
- B. April 15th is the Booster Banquet and Auction is coming up and we appreciate the support. We are looking to bring younger people into the program to carry the progress forward.
- C. No more update on Economic Interest Statement (EIS), open March 15th due April 15th. There will be a daily fine for anyone not filed by the due date.
 1. They will help you over the phone so you don't have to fill it out on your own.

XIV. EXECUTIVE SESSION @ 9:25 PM

ORS 192.660 (6) *The law states that "no executive session may be held for the purpose of taking any final action or making any final decision."*

However, there are two exceptions: ORS 332.061 (1)(a) The expulsion of a student.

- A. Review Expulsion Hearing decision.
 1. All four members of the board affirmed the decision of the expulsion hearing.

XV. FUTURE AGENDAS

- A. April 3-6, 2023 – Classified and Certified Employee Appreciation Week
- B. April 12, 2023 @ 6:30 pm – Reedsport School District Monthly Board Meeting
- C. August 11-13, 2023 – 2023 Summer Board Conference @ Salem Convention Center

XVI. ADJOURNMENT @ 9:32 PM

Next School Board Meeting: Wednesday, April 12, 2023

Submitted by Sharmen Tipton, Reedsport School District Executive Assistant / Board Secretary

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|--------------------------|----------------|---|----------------|
| <u>CAREY D JONES</u> | <u>4/15/23</u> | <u></u> | <u>4/15/23</u> |
| Carey Jones, Board Chair | Date | Jon Zwemke, Superintendent | Date |