



# Reedsport School District 105

## MONTHLY SCHOOL BOARD MEETING

### MINUTES

AUGUST 16, 2023, 6:30 p.m.

Reedsport District Office Boardroom

I. CALL TO ORDER @ 6:32 PM

II. ESTABLISH A QUORUM

A. Carrie Oldright, Jack, Dailey, Bonnie Booher, Bob Morin, Jon Zwemke, Rachel Amos, Korrinne Ros, Jerry Uhling, Sharmen Tipton

III. PLEDGE OF ALLEGIANCE

IV. NEWLY ELECTED BOARD MEMBER SWEARING IN

- A. Position 1 – Robert Morin
- B. Position 2 – Carrie Oldright
- C. Position 4 – Carey Jones did not attend. He will be sworn in at the next regularly scheduled board meeting.
- D. Position 5 – Bonnie Booher

V. CHANGES TO THE AGENDA

A. Bonnie Booher made a motion to add Policy DJ to the Action items on the agenda. Jack Dailey seconded the motion. Vote: Yes 4, No 0. Approved.

VI. ELECT 2023-2024 BOARD CHAIR AND VICE CHAIR

- A. Elect a Board Chair
- B. Bonnie Booher made a motion to elect Carey Jones as the Board Chair. Jack Dailey seconded the motion. Vote: Yes 4, No 0. Approved.
- C. Elect a Board Vice-Chair
- D. Jack Dailey made a motion to elect Bonnie Booher as the Board Vice-Chair. Bob Morin seconded the motion. Vote: Yes 4, No 0. Approved.

## VII. ACCOLADES

- A. Harper Spurgeon winner of the American Legion regional essay contest – Missy Watts
  - 1. Missy Watts, elementary teacher, introduced her student, Harper Spurgeon and explained the contest is sponsored by the Elks club. Also, Harper won first place for the Roseburg area and second overall for Southern Oregon.
  - 2. Harper read her essay entitled “My American Dream.”
  - 3. Bonnie Booher thanked Harper for sharing her essay and thought it was very good and her win was well deserved.

## VIII. 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.*

*Public Comment Rules for virtual meetings: 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 and through the duration of the meeting will be added to the minutes but will not be included during the meeting. Comments and testimony received after the meeting concludes will be saved for the next regularly scheduled board meeting. Submit Comments to: Reedsport School District email: [stipton@reedsport.k12.or.us](mailto:stipton@reedsport.k12.or.us) or mail to: 100 Ranch Road Reedsport, OR 97467*

## IX. REPORTS

- A. Business Manager – Rachel Amos
  - 1. We met with department heads today to review department budgets and will continue to have those meetings to be sure each department is on target for budget.
  - 2. The audit is the third week of September.
  - 3. We have a number for the State School Fund and it came in as more than we anticipated.
  - 4. Rob Morin asked a question about the total property taxes at three million as he said that seems high. Rachel Amos explained that the property tax is per \$1,000 of assessed value. It is based on assessed value and has not changed for many years. Local property taxes are deducted from our state allocated funds.
- B. Superintendent Report – Jon Zwemke
  - 1. Seismic retrofit will be finished this Friday and teachers will be in classrooms to start school on time.

2. Office at the High School will not be finished so the front office has been moved to different offices and a mobile office space. They will likely be back in the front office by the end of September.
3. 2022-2023 Oregon English Language Learner Report
  - a. The report is in your packet to review.

#### 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 Regular Board Meeting Minutes from June 14, 2023
- B. Approval of Special Board Meeting and Executive Session from June 26, 2023
- C. Notice of New License/Certified and Administrative Employees
  1. Cormac Dailey – CTE Teacher
  2. Michael Francis – Electives Teacher
  3. Anna McAllister – Part-Time Librarian
  4. Lisa Russell – Elementary School Principal
- D. Jack Dailey made a motion to accept the Consent Agenda as presented. Bob Morin seconded the motion. Vote: Yes 4, No 0. Approved.

#### XI. ACTION

- A. Approve Board Reorganization Decisions & Designations for Fiscal Year 2023-24
  1. Designate Chief Administrative Officer - **Jon Zwemke**
  2. Designate Deputy Clerk/Business Manager - **Rachel Amos, DESD**
  3. Designate Custodian of Funds - **Jon Zwemke**
  4. Designate Budget Officer - **Jon Zwemke**
  5. Designate Signatory of District Checks - **Jon Zwemke**
  6. Designate Auditor – **Neuner Davidson**
  7. Designate Insurance Agent of Record - **Zolezzi Insurance Agency**
  8. Designate District Legal Counsel - **Garrett Hemann Robertson PC, OSBA**
  9. Designate Depositories for School Funds - **Umpqua Bank, Local Government Investment Pool, First Interstate Bank**
  10. Authorize Superintendent to apply for - **Grant Funds**
  11. Approve use of **Alternative Education Programs**
  12. Approval of Newspaper of Record - **Register Guard-News Review-The World**
  13. Authorize **Cooperative Purchasing Agreements** with other local education agencies, county, state and federal



14. Authorize the Reedsport School Board as the **Local Public Contract Review Board**
  15. Jack Dailey made a motion to accept action item A, 1 – 14 as presented. Bob Morin seconded the motion. Vote: Yes 4, No 0. Approved.
- B. Approve updated board calendar with new start time for regular monthly meetings.
1. Superintendent Zwemke asked the board to consider moving the start time of the regularly scheduled board meeting to 5:30 pm instead of 6:30 pm as it is now. This will allow the board to finish earlier in the evening and cut down on the number of overtime hours for staff.
  2. Bob Morin made a motion to change the board meetings to 5:30 pm instead of starting at 6:30 pm. Jack Dailey seconded the motion. Vote: Yes 4, No 0. Approved.
- C. Small Desk Policy Rewrite: Review 1st Half of Section I: Instruction – 1<sup>st</sup> Reading
1. IA – Instructional Goals Update
  2. IBB – Freedom of Expression - Staff Delete
  3. IB – Freedom of Expression Proposed
  4. IBDJA – Relationships with Home Schooled Students Update
    - a. IBDJA-AR – Home School Student Eligibility Delete
  - b. IC – School Year / School Calendar Update
  5. ICB – Religious and Cultural Holidays Proposed

Discussion: This is an optional policy. Superintendent recommends the board take no action on this policy. This policy is not needed at this time, but if there becomes a reason to add this policy, the board can bring it up for review in the future.
  6. ID – School Day Delete
  7. IF – Curriculum Development Update
  8. IFA – Curriculum Research / Pilot Projects Delete
  9. IFA – Instructional Research Proposed
  10. IFC – Oregon 21st Century Schools Program Delete
  11. IFCA – 21st Century Schools Councils Update
    - a. IFCA-AR – 21st Century Schools Councils Update
  12. IFE – Curriculum Guides and Course Outlines Update
  13. IFF – District Provided Instruction Delete
    - a. IFF-AR – District Provided Instruction Delete
  14. IGAC – Religion and Schools Update
  15. IGAEA – HIV, AIDS, HCV, and Health Education Delete
  16. IGAEB – Drug, Alcohol and Tobacco Prevention, Health Education Update
  17. IGAEC – Anabolic Steroids and Performance-Enhancing Substances Proposed
  18. IGAI – Human Sexuality, AIDS/HIV, Sexually Transmitted Diseases, Health Education Update
  19. IGAI – Traffic Safety Education Update

a. IGAJ-AR – Traffic Safety Education	Update
20. IGAM – Distance Learning	Delete
21. IGB – Optional Instruction Programs	Delete
22. IGBA – Students with Disabilities – Child Identification Procedures	Update
a. IGBA-AR – Students with Disabilities - Child Identification Procedures	Update
b. IGBAB-AR – Confidentiality – Education Records of Students with Disabilities	Delete
23. IGBAB/JO – Education Records/Records of Students with Disabilities	Proposed
a. IGBAB/JO-AR – Education Records/Records of Students with Disabilities Management	Proposed
24. IGBAC – Special Education – Personnel	Update
25. IGBAE – Special Education – Participation in Regular Education Programs	Keep
a. IGBAE-AR – Special Education – Participation in Regular Programs	Update
26. IGBAF – Special Education - Individualized Education Program (IEP)	Update
a. IGBAF-AR – Special Education–Individualized Education Programs (IEP)	Delete
b. IGBAF-AR – Special Education–Individualized Education Programs (IEP)	Proposed
27. IGBAG – Special Education – Procedural Safeguards	Update
Discussion: Bonnie Booher made a request to have an explanation for the acronyms in this policy in the body of the policy instead of just as a footnote. FAPE is defined in the policy but would like the full name of the acronym to be included for clarity.	
a. IGBAG-AR – Special Education – Procedural Safeguards	Update
28. IGBAH – Special Education – Evaluation Procedures	Update
a. IGBAH-AR – Special Education–Evaluation and Eligibility Procedures	Update
29. IGBAI – Special Education - Private Schools	Update
a. IGBAI-AR – Special Education – Private Schools	Update
30. IGBAJ – Special Education – Free Appropriate Public Education (FAPE)	Update
a. IGBAJ-AR – Special Education – Free Appropriate Public Education (FAPE)	Update
31. IGBAK – Special Education – Public Availability of State Application	Update
32. IGBAL – Special Education – Services for Home-Schooled Students with Disabilities	Update
a. IGBAL-AR – Special Education – Services for Home-Schooled Students with Disabilities	Update
33. IGBAM – Special Education for Students Not Enrolled in District Schools	Delete
34. IGBB – Talented and Gifted Program and/or Services	Update
a. IGBB-AR – Talented and Gifted Student Identification and Placement	Delete
b. IGBB-AR – Complaints Regarding the Talented and Gifted Program and/or Services	Proposed
35. IGBBA – Talented and Gifted – Identification	Update



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| <ul style="list-style-type: none"> <li>a. IGBBA-AR - Appeal Procedure for Talented and Gifted Student Identification and Placement</li> </ul>   | Update   |
| 36. IGBBD – Parent Rights, Notification, and Participation – Talented and Gifted  | Delete   |
| 37. IGBBE – Talented and Gifted Student Records   | Delete   |
| 38. IGBC – Title IA/Parental and Family Involvement   | Delete   |
| 39. IGBC – Title IA/Parental and Family Involvement   | Proposed |
| 40. IGBD – Programs for Pregnant Students   | Delete   |
| 41. IGBG – Homebound Instruction  | Update   |
| 42. IGBGA – Home Tutoring Services  | Update   |
| 43. IGBH – Alternative School Programs  | Delete   |
| 44. IGBHA – Alternative Education Programs  | Update   |
| <ul style="list-style-type: none"> <li>a. IGBHA-AR – Evaluation of Alternative Education Programs</li> <li>b. IGBHA-AR (1) – Evaluation of Alternative Education Programs – District Summary</li> </ul>   | Update   |
| 45. IGBHB – Establishment of Alternative Education Programs   | Update   |
| <ul style="list-style-type: none"> <li>a. IGBHB-AR – Establishment of Alternative Education Programs</li> </ul>   | Update   |
| 46. IGBHC – Alternative Education Notification  | Update   |
| 47. IGBHD – Program Exemptions  | Update   |
| 48. IGBHE – Expanded Options Program  | Update   |
| <ul style="list-style-type: none"> <li>a. IGBHE-AR – Expanded Options Program</li> </ul>  | Update   |
| 49. IGBI – Bilingual Education – English as a Second Language   | Update   |
| <p>Discussion: Bob Morin asked how this is being implemented in the classroom. Superintendent Zwemke explained that this policy can be implemented in different ways throughout the school day such as pulling students from classes to work individually with an instructor or with a group for additional assistance as needed. The district does not have many English learners, but we do have some so this policy is relevant to our district.</p> |          |
| <ul style="list-style-type: none"> <li>a. IGBI-AR – English as a Second Language</li> </ul>   | Delete   |
| 50. Jack Dailey made a motion to approve policies 1-4 as presented, take no action on policy 5, approve policies 6-26 as presented, approve policy 27 with the acronym definition on page two, approve policies 28-49 as presented. Bob Morin seconded the motion. Vote: Yes 4. No 0. Approved.   |          |
| D. Review policy DJ regarding the minimum amount that can be spent without prior approval from \$150 to \$500.  |          |
| <ul style="list-style-type: none"> <li>1. Superintendent Zwemke stated that when there are projects being done, a trip to the hardware store for paint could be over \$300. If we can only allow a purchase of \$150 without prior approval, that project could be at a standstill for 1 – 2 weeks before a</li> </ul>  |          |

requisition is approved. Allowing a higher limit helps to move forward in a way that is best for staff and students. This increase is appropriate for the cost of items in this economy. Maintenance, custodial, office, grounds and travel for sports are all areas that would have a positive impact by adjusting the limit in this policy. Review of all funds goes through a three-step process for final approval, so all purchases are reviewed by more than two people but always including the Superintendent and Business Manager.

2. Carrie Oldright made a motion to accept a change to paragraph 4 of the DJ policy to increase the limit from \$150 to \$500. Bob Morin seconded the motion. Vote: Yes 4, No 0. Approved.

## XII. DISCUSSION

### A. Board Work Session Dates.

1. Vince Adams is not available for September 16<sup>th</sup> date. The board will choose a different date for the Work Session.
2. Superintendent Zwemke will contact Vince Adams to see if October 7<sup>th</sup> or October 14<sup>th</sup> will work for his schedule to are options the board would like to request from Vince Adams.

## XIII. COMMUNITY COMMENTS

*Reference statement in section VI for procedure and rules to share community comments.*

## XIV. BOARD MEMBER COMMENTS

- A. Jack Dailey said he is glad to have Bob Morin on the board.
- B. Bob Morin said he is glad to be here.
- C. Bonnie Booher said congratulations to Carey Jones for being elected board chair and welcome aboard to Bob Morin. She is glad everyone was here today, it will be a good year, thanks to Rachel and thanks to the IT department.

## XV. FUTURE AGENDAS

- A. September 13, 2023 @ 5:30 pm: Monthly School Board Meeting @ District Office Boardroom
- B. November 9-11, 2023: OSBA Annual Convention
  - a. Carrie Oldright would like to attend.
  - b. Bob Morin, Jack Dailey, and Bonnie Booher are not planning to attend.
  - c. Sharmen Tipton, Board Secretary, stated that she would highly recommend the board members attend the conference because the information is extremely helpful to learn about board roles, responsibilities, and boundaries. Also, being able to communicate and network with and learn from other board members from districts all over Oregon is

- invaluable. Unfortunately, the OSBA will not make sessions available for virtual viewing.
- d. Bonnie Booher asked if the Board Secretary could bring some of the information she learned back to the board and she said she would be happy to do that.

XVI. ADJOURNMENT @ 7:50 PM

Next School Board Meeting: Wednesday, September 13, 2023 @ 5:30 PM

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

<u>Carey D. Jones</u>	<u>9/13/23</u>	<u>Jon Zwemke</u>	<u>9-8-23</u>
Carey Jones, Board Chair	Date	Jon Zwemke, Superintendent	Date