



www.reedsport.k12.or.us * 100 Ranch Rd., Reedsport, OR 97467 * 541-271-3656

Jon Zwemke, Superintendent
Carey Jones, Board Chair
Bonnie Booher, Vice-Chair
Robert Morin, Board Member
Kimberly Clardy, Board Member
Cindy Phillips, Board Member

MONTHLY BOARD MEETING

REVISED AGENDA

Wednesday, August 6, 2025 @ 5:30 PM

Reedsport District Office Board Room / Open Public Meeting

View recorded meetings here: <https://www.youtube.com/@reedsportschools>

I. CALL MEETING TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ESTABLISH A QUORUM

IV. CHANGES TO THE AGENDA

V. PRESENTATION

- A. Reedsport Community Charter School Junior, Lenora Leiby, will share her experience at Camp RYLA (Rotary Youth Leadership Awards) which is a leadership development program sponsored by our local Reedsport Rotary Club. Participants are nominated and sponsored by their local Rotary club.

VI. ACCOLADES

Superintendent Awards will return in our October board meeting.

VII. COMMUNITY COMMENTS

Community Comments Instructions: Individuals may address the Board on agenda or non-agenda items (*excluding personnel complaints*).

To speak at the meeting, please:

1. **Sign in** at the table and indicate the agenda item (if applicable)
2. **Complete** a Community Comment card
3. **Limit** your remarks to 3 minutes

If you cannot attend in person, written or emailed comments will be accepted by **3:00 PM** on the day of the meeting for inclusion in that meeting's agenda. Comments received after that time will be held for the next board meeting.

Submit written comments to: **Reedsport School District**, 100 Ranch Rd, Reedsport, OR 97467

Or email: stipton@reedsport.k12.or.us

VIII. REPORTS

- A. Business Manager – Rachel Amos, South Coast ESD
- B. Superintendent Report – Jon Zwemke, Elementary Principal & Superintendent

IX. CONSENT AGENDA

Routine actions that typically require no discussion, such as the approval of previous meeting minutes and the acceptance of donations, are frequently addressed collectively in a single vote by the Board.

- A. Approve Board Minutes from July 9, 2025.
- B. Approve Certified and Administrator Hiring
 - 1. Taylor Labar, Physical Education & Health Teacher, Jr/Sr High School

X. ACTION

XI. DISCUSSION

XII. COMMUNITY COMMENTS

Reference Community Comments guidelines previously stated in the agenda.

XIII. BOARD MEMBER COMMENTS

XIV. FUTURE AGENDAS

- A. Staff In-Service: Monday, August 18, 2025 @ 7:30 AM – 12:00 PM
- B. Thursday, August 21, 2025 @ 4:00 PM – Back to School BBQ @ Jr/Sr High courtyard and breezeway.
- C. Monday, August 25, 2025 - First Day of School
- D. Labor Day – NO SCHOOL: Monday, September 1, 2025
 - 1. Due to a Monday holiday, we will have school Friday, September 5, 2025
- E. September Board Meeting: Wednesday, September 10, 2025 @ 5:30 PM

XV. ADJOURNMENT

Next School Board Meeting: Wednesday, September 10, 2025 @ 5:30 PM



REEDSPORT SCHOOL DISTRICT 105

Year-to-Date Activity & Forecast

GENERAL FUND

For the period ending June 30, 2025

Revenues:

Beginning Fund Balance
Property Taxes
Interest
Admissions
Fees - Sport Participation
Rentals
Contributions
Miscellaneous Revenue
County School Fund
HERT Tax
Intermediate Sources
State School Fund
Common School Fund
State Managed County Timber
Other State Grants
Federal Forest Fees
Loan Receipts
Interfund Transfers
TOTAL:

Adopted Budget 2024-2025	ACTIVITY					
	YTD Actuals through Current Month	Encumbrances	Actuals Including Encumbrances	Forecast through 6/30/2025	% Actual to Budget	Over/ (Under) Budget
500,000	-	433,292	433,292	433,292	0.00%	(66,708)
2,605,000	11,430	2,526,872	2,538,301	2,538,301	0.44%	(66,699)
100,000	7,378	123,181	130,559	130,559	7.38%	30,559
12,500	-	13,299	13,299	13,299	0.00%	799
-	-	-	-	-	0.00%	-
1,000	-	2,077	2,077	2,077		1,077
2,500	-	1,500	1,500	1,500	0.00%	(1,000)
125,000	74,111	172,968	247,079	247,079	59.29%	122,079
12,000	-	7,815	7,815	7,815	0.00%	(4,185)
2,500	-	2,238	2,238	2,238	0.00%	(262)
70,000	-	70,000	70,000	70,000	0.00%	-
6,286,389	1,077,802	4,942,122	6,019,924	6,019,924	17.15%	(266,466)
82,000	39,024	39,101	78,125	78,125	47.59%	(3,875)
7,500	-	-	-	-	0.00%	(7,500)
2,500	1,786	2,625	4,411	4,411		1,911
60,000	-	8,474	8,474	8,474	0.00%	(51,526)
-	-	-	-	-	0.00%	-
-	-	-	-	-	0.00%	-
9,868,889	1,211,530	8,345,564	9,557,094	9,557,094	12.28%	(311,795)

Expenditures:

Salaries
Benefits
Purchased Services
Supplies & Materials
Capital Outlay
Other
Transfers Out
SUB-TOTAL:

3,473,487	68,512	3,278,280	3,346,792	3,346,792	1.97%	(126,695)
2,232,757	39,392	1,899,350	1,938,742	1,938,742	1.76%	(294,014)
2,381,921	41,066	2,090,002	2,131,068	2,131,068	1.72%	(250,853)
316,000	32,034	189,999	222,033	222,033	10.14%	(93,967)
-	-	20,950	20,950	20,950		20,950
213,725	157,233	35,976	193,209	193,209	73.57%	(20,516)
401,000	-	401,000	401,000	401,000		-
9,018,889	-	7,915,558	8,253,794	8,253,794	0.00%	(765,096)

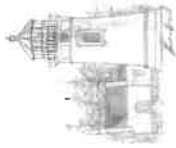
CONTINGENCY:

850,000	-	-	-	-		
9,868,889	-	7,915,558	8,253,794	8,253,794		

PROJECTED ENDING FUND BALANCE

PROJECTED ENDING FUND BALANCE PERCENTAGE OF ACTUAL (FORECAST) REVENUE AT 6/30/2024

1,303,301
14%



REEDSPORT SCHOOL DISTRICT 105
Year-to-Date Activity & Forecast
GENERAL FUND

Jun-25

Account #	Adopted Budget 2024-2025	Actual July	Actual August	Actual September	Actual October	Actual November	Actual December	Actual January	Actual February	Actual March	Actual April	Actual May	Actual June	Actual/ Estimate Totals	Difference Actual/Estimate to Budget
Revenues:															
5400 Beginning Fund Balance	500,000						1	433,292						433,292	66,708
111x Property Taxes	2,605,000	11,430	15,830	9,502	5,288	1,715,952	504,922	100,052	31,439	63,623	14,570	18,157	47,536	2,538,301	66,699
15xx Interest	100,000	7,378	8,516	6,187	4,967	5,898	13,935	18,447	14,867	16,406	13,733	11,457	8,768	130,559	(30,559)
171x Admissions	12,500			2,566	3,520	976	1,494	2,336	2,407					13,299	(799)
1740 Fees - Sport Participation	-													-	-
1911 Rentals	1,000			25	1,300	200	86	50		253		163		2,077	(1,077)
192x Contributions	2,500												1,500	1,500	1,000
1990 Miscellaneous Revenue	125,000	74,111	4,983	495	1,200	641	2,504	156,091	664	-	1,776	2,519	2,094	247,079	(122,079)
2101 County School Fund	12,000									-	7,815			7,815	4,185
2199 HERT Tax	2,500		690			712			493			342		2,238	262
2200 Intermediate Sources	70,000							70,000						70,000	
3101 State School Fund	6,286,389	1,077,802	538,578	538,578	538,578	538,578	538,578	538,578	538,578	425,528	425,527	321,021		6,019,924	266,466
3103 Common School Fund	82,000	39,024						39,101						78,125	3,875
3104 State Managed County Timber	7,500													-	7,500
3299 Other State Grants	2,500	1,786				2,625								4,411	(1,911)
4801 Federal Forest Fees	60,000										8,474			8,474	51,526
5150 Loan Receipts	-													-	-
5200 Interfund Transfers														-	-
TOTAL REVENUES:	9,868,889	1,211,530	568,598	557,354	554,853	2,265,582	1,494,810	924,655	588,448	505,811	471,895	353,659	59,898	9,557,094	311,795
Expenditures:															
100 Salaries	3,473,487	68,512	241,344	282,380	283,454	297,035	215,397	268,911	305,024	279,919	281,869	309,749	513,199	3,346,792	126,695
200 Benefits	2,232,757	39,392	137,780	169,239	162,305	164,809	130,535	156,279	173,867	160,322	163,180	171,002	310,033	1,938,742	294,014
300 Purchased Services	2,381,921	41,066	29,971	89,563	132,785	145,551	101,510	113,729	179,153	105,331	960,574	110,000	121,835	2,131,068	250,853
400 Supplies & Materials	316,000	32,034	28,671	28,806	10,878	12,194	6,480	15,292	9,863	9,570	18,707	3,322	46,218	222,033	93,967
500 Capital Outlay	-									20,950				20,950	(20,950)
600 Other	213,725	157,233	5,137	14,806	3,463	2,625	966	1,263	2,144	1,673	1,949	1,094	855	193,209	20,516
700 Transfers Out	401,000												401,000	401,000	-
800 Contingency & Unappropriated	850,000													-	850,000
TOTAL EXPENDITURES:	9,868,889	338,236	442,903	584,795	592,885	622,214	454,888	555,474	670,051	577,765	1,426,278	595,167	1,393,139	8,253,794	1,615,096

ESTIMATED FUND BALANCE/
CARRYOVER AT MONTH END:

PROJECTED ENDING FUND BALANCE	1,303,301
PROJECTED ENDING FUND BALANCE PERCENTAGE OF ACTUAL (FORECAST) REVENUE AT 6/30/2025	14%

*1 Beginning fund balance is ACTUAL.

Reedsport School District

Expenditure Summary Report

Fiscal Year: 2025-2026

Criteria: Report Sort: Fund

From Date: 07/01/2025

To Date: 07/31/2025

Fund: 100 Remit Name	GENERAL FUND	Check#	FUND	FUNCTION	OBJECT	Amount
ACTION TROPHIES AND SIGNS						
AMAZON.COM						
	27437	GENERAL FUND	JR/SR HIGH EXTRACURRICULAR	CONSUMABLE SUPPLIES		\$263.00
	0	GENERAL FUND	UNDESIGNATED	ACCOUNTS PAYABLE		\$299.98
	0	GENERAL FUND	SYSTEMS ANALYSIS SERVICES	COMPUTER HARDWARE		\$476.59
	0	GENERAL FUND	FISCAL SERVICES	CONSUMABLE SUPPLIES		\$28.38
	0	GENERAL FUND	BUILDING SERVICES	NON-CONSUMABLE SUPPLIES		\$54.22
	0	GENERAL FUND	SYSTEMS ANALYSIS SERVICES	NON-CONSUMABLE SUPPLIES		\$364.37
			Total for AMAZON.COM			\$1,223.54
AMERICAN FIDELITY ANNUITY						
	0	GENERAL FUND	UNDESIGNATED	AM FIDELITY - ER PD 403(b)		\$275.00
	0	GENERAL FUND	UNDESIGNATED	AMERICAN FIDELITY TSA		\$475.00
			Total for AMERICAN FIDELITY ANNUITY			\$750.00
AMERICAN FIDELITY ASSURANCE						
	0	GENERAL FUND	UNDESIGNATED	AMERICAN FIDELITY ASSURANCE		\$1,323.18
AMERICAN FIDELITY ASSURANCE SEC 125						
	0	GENERAL FUND	UNDESIGNATED	AMERICAN FIDELITY FLEX PLAN		\$899.98
CARSON OIL COMPANY						
	0	GENERAL FUND	BUILDING SERVICES	FUEL		\$933.85
CENTRAL LINCOLN PUD						
	0	GENERAL FUND	BUILDING SERVICES	ELECTRICITY		\$7,287.62
CITY OF REEDSPORT						
	0	GENERAL FUND	BUILDING SERVICES	WATER AND SEWAGE		\$3,725.21
CLEARFLY						
	0	GENERAL FUND	BUILDING SERVICES	TELEPHONE		\$1,083.48
COASTAL PAPER AND SUPPLY						
	27438	GENERAL FUND	BUILDING SERVICES	CONSUMABLE SUPPLIES		\$1,767.15
COMFORT FLOW HEATING						

Reedsport School District

Expenditure Summary Report

Fiscal Year: 2025-2026

Criteria: Report Sort: Fund

From Date: 07/01/2025 To Date: 07/31/2025

Fund: 100	GENERAL FUND	Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						
CRISIS PREVENTION INSTITUTE INC	27439	GENERAL FUND	BUILDING SERVICES	REPAIR/MAINTENANCE SERVICES		\$885.63
Douglas Fast Net	27434	GENERAL FUND	RESOURCE ROOM/STUDENTS WITH DISAB	OTHER NON-INSTR PROF/TECH SERVICES		\$200.00
EDULINK SYSTEMS	0	GENERAL FUND	BUILDING SERVICES	TELEPHONE		\$4,169.17
ENVIRONMENTAL CONTROLS CORP	27440	GENERAL FUND	SYSTEMS ANALYSIS SERVICES	COMPUTER SOFTWARE		\$2,000.00
FEDERAL TAX	27442	GENERAL FUND	BUILDING SERVICES	REPAIR/MAINTENANCE SERVICES		\$13,303.00
	0	GENERAL FUND	UNDESIGNATED	FEDERAL TAX LIABILITY		\$14,061.27
	0	GENERAL FUND	UNDESIGNATED	FICA/MEDICARE LIABILITY		\$22,215.16
			Total for FEDERAL TAX			\$36,276.43
FERRELLGAS	0	GENERAL FUND	BUILDING SERVICES	FUEL		\$210.30
First-Citizens Bank & Trust Co	27429	GENERAL FUND	PRINTING/DUPLICATING SERVICES	RENTALS		\$1,794.45
FRONTLINE TECHNOLOGIES GROUP LLC	27424	GENERAL FUND	STAFF SERVICES	OTHER NON-INSTR PROF/TECH SERVICES		\$16,995.63
GARRETT, HEMANN, ROBERTSON P.C.	27425	GENERAL FUND	BOARD OF EDUCATION SERVICES	LEGAL SERVICES		\$90.00
KEL-CEE ACE HARDWARE	27444	GENERAL FUND	BUILDING SERVICES	CONSUMABLE SUPPLIES		\$191.65
LAWRENCE COMPANY	27446	GENERAL FUND	FISCAL SERVICES	DUES AND FEES		\$300.00
LOWER UMPQUA PARKS & RECREATION	27426	GENERAL FUND	PRIMARY INSTRUCTION, K-6	INSTRUCTIONAL PROF/TECH SERVICES		\$5,814.19

Reedsport School District

Expenditure Summary Report

Fiscal Year: 2025-2026

Criteria: Report Sort: Fund

From Date: 07/01/2025

To Date: 07/31/2025

Fund: 100 Remit Name	GENERAL FUND	Check#	FUND	FUNCTION	OBJECT	Amount
LYLE, LAUREN						
NORTHWEST REGIONAL ESD		27447	GENERAL FUND	FISCAL SERVICES	TRAVEL--OUT OF DISTRICT	\$104.30
OR SCHOOL BOARD ASSOC.(OSBA)		27448	GENERAL FUND	OFFICE OF SUPERINTENDENT SERVICES	OTHER NON-INSTR PROF/TECH SERVICES	\$178.50
OREGON DEPARTMENT REVENUE		27435	GENERAL FUND	BOARD OF EDUCATION SERVICES	DUES AND FEES	\$3,120.00
		0	GENERAL FUND	UNDESIGNATED	STATE TAX LIABILITY	\$10,004.28
		0	GENERAL FUND	UNDESIGNATED	UNEMPLOYMENT TAX	\$1,306.74
				Total for OREGON DEPARTMENT REVENUE		\$11,311.02
PACE PROPERTY & CASUALTY		27427	GENERAL FUND	BOARD OF EDUCATION SERVICES	LIABILITY INSURANCE	\$26,212.00
		27427	GENERAL FUND	BUILDING SERVICES	LIABILITY INSURANCE	\$158,134.00
				Total for PACE PROPERTY & CASUALTY		\$184,346.00
PACIFIC OFFICE -POSTAGE		0	GENERAL FUND	PRINTING/DUPLICATING SERVICES	EXTRA COPIES	\$196.76
PACIFIC OFFICE AUTOMATION		27428	GENERAL FUND	PRINTING/DUPLICATING SERVICES	RENTALS	\$1,058.21
		27449	GENERAL FUND	PRINTING/DUPLICATING SERVICES	RENTALS	\$205.99
				Total for PACIFIC OFFICE AUTOMATION		\$1,264.20
PEACEHEALTH		27450	GENERAL FUND	STUDENT TRANSPORTATION	REIMBURSABLE STUDENT TRANSPORTATION	\$150.00
SECURITY BENEFIT		27436	GENERAL FUND	UNDESIGNATED	SECURITY BENEFIT TSA	\$300.00
TEXAS LIFE INS COMPANY		0	GENERAL FUND	UNDESIGNATED	TEXAS LIFE INSURANCE	\$168.70
UMPQUA BANK 1						

Reedsport School District

Expenditure Summary Report

Fiscal Year: 2025-2026

Criteria: Report Sort: Fund

From Date: 07/01/2025 To Date: 07/31/2025

Fund: 100	GENERAL FUND	Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						
United States Treasury	0		GENERAL FUND	UNDESIGNATED	DIRECT DEPOSIT	\$98,701.59
US BANK CREDIT CARDS	27454		GENERAL FUND	UNDESIGNATED	INSURANCE POOL	\$247.94
	0		GENERAL FUND	UNDESIGNATED	ACCOUNTS PAYABLE	\$2,340.81
	0		GENERAL FUND	SYSTEMS ANALYSIS SERVICES	COMPUTER SOFTWARE	\$2,499.00
	0		GENERAL FUND	OFFICE OF SUPERINTENDENT SERVICES	CONSUMABLE SUPPLIES	\$18.92
	0		GENERAL FUND	FISCAL SERVICES	TRAVEL--OUT OF DISTRICT	\$579.88
VALIC - AIG				Total for US BANK CREDIT CARDS		\$5,438.61
VEND WEST SERVICES INC	0		GENERAL FUND	UNDESIGNATED	VALIC	\$1,700.00
	27452		GENERAL FUND	OFFICE OF SUPERINTENDENT SERVICES	OTHER NON-INSTR PROF/TECH SERVICES	\$40.00
				Total for GENERAL FUND		\$408,755.08

Fund: 250	STATE AND LOCAL GRANTS	Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						
AMAZON.COM	0		STATE AND LOCAL GRANTS	UNDESIGNATED	ACCOUNTS PAYABLE	\$907.40
				Total for STATE AND LOCAL GRANTS		\$907.40
Fund: 278	IDEA	Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						
AMAZON.COM	0		IDEA	UNDESIGNATED	ACCOUNTS PAYABLE	(\$119.96)
LAKESHORE LEARNING STORE	27445		IDEA	RESOURCE ROOM/STUDENTS WITH DISAB	CONSUMABLE SUPPLIES	\$13,902.36
US BANK CREDIT CARDS						

Reedsport School District

Expenditure Summary Report

Fiscal Year: 2025-2026

Criteria: Report Sort: Fund

From Date: 07/01/2025

To Date: 07/31/2025

Fund: 278		IDEA					
Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount		
	0	IDEA	UNDESIGNATED	ACCOUNTS PAYABLE	\$695.93		
Total for IDEA					\$14,478.33		
Fund: 298		FOOD SERVICE					
Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount		
EMS LINQ INC							
FRANZ FAMILY BAKERIES	27441	FOOD SERVICE	FOOD SERVICES	COMPUTER SOFTWARE	\$2,038.74		
	27443	FOOD SERVICE	FOOD SERVICES	FOOD--CAFETERIA	\$658.10		
SYSCO PORTLAND, INC	0	FOOD SERVICE	FOOD SERVICES	CONSUMABLE SUPPLIES	\$0.00		
	0	FOOD SERVICE	FOOD SERVICES	FOOD--CAFETERIA	\$1,666.17		
Total for SYSCO PORTLAND, INC					\$1,666.17		
UMPQUA DAIRY PRODUCTS CO INC	27451	FOOD SERVICE	FOOD SERVICES	FOOD--CAFETERIA	\$2,010.56		
WCP SOLUTIONS	27453	FOOD SERVICE	FOOD SERVICES	CONSUMABLE SUPPLIES	\$123.20		
	Total for FOOD SERVICE				\$6,496.77		
Grand Total:					\$430,637.58		

Recap for FUND for GENERAL FUND		
100	GENERAL FUND	\$408,755.08
250	STATE AND LOCAL GRANTS	\$907.40
278	IDEA	\$14,478.33
298	FOOD SERVICE	\$6,496.77

End of Report

OSBA Model Sample Policy

Code: JFCEB

Adopted:

This policy is being provided as a courtesy and there may be changes before OSBA officially releases (likely the week of August 11, 2025).

Personal Electronic Devices */**

{This policy is required by ORS 336.840 and EO 25-09. EO-25-09 requires policy to be in place by October 31, 2025, with full implementation by January 1, 2026.}

Student [possession or] use of a personal electronic device is prohibited from the start of regular instructional hours until the end of regular instructional hours, except as provided below. [Personal electronic devices can be used when students are not on school grounds and are not under the supervision of school personnel (other than a school bus driver)¹.]

Except as otherwise provided in this policy, “personal electronic device” means any portable, electrically powered device that is capable of making and receiving calls and text messages and accessing the internet independently from the school’s network infrastructure.^[2] This includes headphones and earbuds attached to personal electronic devices. This does not include a laptop computer or other device required to support academic activities.

Personal electronic devices may be used when use complies with the terms of:

1. The student’s medical provider’s order for the care and treatment of a medical condition;³
2. The student’s individualized education program, as defined in ORS 343.035 or an education plan developed for the student in accordance with section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794);⁴
3. A written exemption provided for the student based on a request received in JFCEB-AR. School administration will respond to such a request within [ten] school days.⁵

Personal electronic devices [must be placed in district-provided pouches or storage] [may be kept by students in lockers or backpacks, but personal electronic devices are not to be stored on the student’s person or in the student’s clothing][may be stored on the student’s person, but may not be used] during regular instructional hours.

¹ If students are under the supervision of school personnel other than a school bus driver, the use of personal electronic devices is prohibited during regular instructional hours. {ODE’s document *Fostering Student Learning, Well-Being, and Belonging* provides that districts have discretion related to field trips. The district could include language regarding field trips here.}

² [ODE’s document *Fostering Student Learning, Well-Being, and Belonging* provides “This includes personal electronic devices that can make calls, send texts, or access the internet via cellular data are restricted. This includes smartphones, web-enabled flip phones, cellular-capable tablets and e-readers, smartwatches, smart glasses, and connected headphones or earbuds. This does not include laptop computers or other devices required to support academic activities.”]

³ JFCEB-AR must be submitted to the building administrator, along with a copy of the order.

⁴ If use of the personal electronic device is included in the individualized education program or education plan, JFCEB-AR submission is not required.

⁵ JFCEB-AR must be submitted to the building administrator.

Students in violation of this policy will be subject to disciplinary action. Discipline for mere possession or use of a personal electronic device may not include loss of instructional time for the student (suspension or expulsion), but could include [detention, Saturday school, etc.]. However, if the actions taken by a student violate another conduct policy, the student may be subject to discipline up to and including expulsion.⁶ [Steps may include:

1. First instance of Noncompliance: staff will give the student a verbal reminder of the policy and expectations to reinforce appropriate use of personal electronic devices;
2. Second Instance of Noncompliance: the device will be temporarily confiscated and held and the front office until the end of the school day. Parents or caregivers will be notified, and a meeting with school administration may be scheduled to discuss ways to support the student;
3. Third Instance of Noncompliance: the device will again be temporarily held, and parents or caregivers will be informed. A meeting with school administration and family will be arranged to review the policy and plan for improved compliance;
4. Beyond Third Instance of Noncompliance: In non-compliance continues, schools will determine additional appropriate consequences, always prioritizing keeping students in class and engaged in learning.]{⁷}

Necessary communications between students and parents or caregivers can be made through the school office.

The superintendent or designee shall ensure this policy is posted on the district website and made available to district personnel, students, parents, guardians, partners who are in school buildings during the school day, and the Oregon Department of Education.

In accordance with ORS 336.840, students may be allowed to use personal electronic devices⁸ that support academic activities and independent communications⁹, except as prohibited by this policy. In academic activities in which a personal electronic device is required as part of the curriculum, students may be allowed, but not required to use their own personal electronic devices for that portion of the curriculum. Students using their own device must be granted access to any applications or electronic materials that are available to students who do not use their own personal electronic devices. These applications must be free of charge if students who do not use their own devices have access free of charge.

Requests for exemptions to this policy can be processed in accordance with JFCEB-AR, Request for Personal Electronic Devices Exemption. Appeals can be filed with the superintendent in accordance with KL-AR, Public Complaints.

⁶ For example: a student could be disciplined with lost instructional time for using a personal electronic device to bully another student. Discipline will be in accordance with Board policies.

⁷ {From guidance from the Oregon Department of Education. Consider whether these procedures apply at all grade levels and whether this much detail is desired in policy.}

⁸ The use of “personal electronic device” in this paragraph comes from ORS 336.840, which does not define the term. However, the definition in EO 25-09 wouldn’t necessarily apply. Consequently, items like laptop computers or other devices required to support academic activities would likely be considered personal electronic devices within this paragraph.

⁹ “Independent communication means communication that does not require assistance or interpretation by an individual who is not part of the conversation, but that may require the use or assistance of an electronic device. ORS 336.840(1).

[This policy takes effect on January 1, 2026.]

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 336.840](#)

Oregon Executive Order 25-09

Reedsport School District

Code: JFCEB
Adopted: 1/20/10
Revised/Readopted: 10/11/23
Orig. Code: JFCEB

Personal Electronic Devices and Social Media**

Student possession or use of personal electronic devices on district property, in district facilities during the school day and while the student is in attendance at district-sponsored activities may be permitted subject to the limitations set forth in this policy and consistent with any additional school rules as may be established by the principal and approved by the superintendent.

“A “personal electronic device” is a device that is capable of electronically communicating, sending, receiving, storing, recording, reproducing and/or displaying information and data.

“Independent communication” means communication that does not require assistance or interpretation by an individual who is not part of the communication but that may require the use or assistance of an electronic device.

At no time will any device be allowed which provides for a wireless, unfiltered connection to the Internet.

Personal electronic devices shall be turned off during instructional or class time or at any other time where such use of the device would cause a disruption of school activities. Devices which have the capability to take “photographs” or record video or audio shall not be used for such purposes while on district property or while a student is engaged in district-sponsored activities, unless as expressly authorized in advance by the principal or designee. Computers, tablets, iPads or similar devices brought to school will be restricted to academic activities and independent communications.

The district will not be liable for personal electronic devices brought to district property and district-sponsored activities.

Students may not use district equipment to access social media websites, while on district property or at district-sponsored activities, unless the access is approved by a district representative.

The district will not be liable for information or comments posted by students on social media websites when the student is not engaged in district activities and not using district equipment.

The superintendent is directed to develop administrative regulations and/or approve school rules as necessary to ensure that student use of such devices is consistent with this policy. Administrative regulations may include grade- or age-level possession and/or use restrictions by students on district property and at district-sponsored activities; consequences for violations; a process for responding to a student’s request to use a personal electronic device, including an appeal process if the request is denied; and such other provisions as the superintendent may deem necessary. The superintendent is responsible for ensuring.

Exceptions to the prohibitions set forth in this policy may be made for health, safety or emergency reasons with prior principal or designee approval or when use is provided for in a student's individualized education program (IEP).

Students are subject to disciplinary action up to and including expulsion for using a personal electronic device in any manner that is academically dishonest, illegal or violates the terms of this policy¹. A referral to law enforcement officials may also be made. Personal electronic devices brought to district property or used in violation of this policy are subject to confiscation and will be released to the student's parent or property owner, as appropriate.

The superintendent shall ensure that the Board's policy and any subsequent school rules developed by building administrators are reviewed and approved in advance to ensure consistency with this policy, and that pertinent provisions of policy and rules governing personal electronic devices are included in staff handbooks and student/parent handbooks, reviewed annually and updated as necessary..

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 336.840](#)

Copyrights, 17 U.S.C. §§ 101-1332 (2012); 19 C.F.R. Part 133 (2017).

¹The taking, disseminating, transferring, or sharing of obscene, pornographic, or otherwise illegal images or photographs, whether by electronic data transfer or otherwise (commonly called texting, sexting, emailing, etc.) may constitute a crime under state and/or federal law. Any person taking, disseminating, transferring, or sharing obscene, pornographic, or otherwise illegal images or photographs will be reported to law enforcement and/or other appropriate state or federal agencies.

MONTHLY BOARD MEETING

MINUTES

Wednesday, July 9, 2025 @ 5:30 PM

I. CALL MEETING TO ORDER @ 5:30 PM

II. PLEDGE OF ALLEGIANCE

III. ESTABLISH A QUORUM

Position	First Name	Last Name	Present	Absent
Board Chair	Carey	Jones	X	
Board Vice-Chair	Bonnie	Booher	X	
Board Member	Bob	Morin	X	
Board Member	Cindy	Phillips	X	
Board Member	Kimberly	Clardy	X	
Superintendent	Jon	Zwemke	X	
Business Manager	Rachel	Amos	X	
RCCS Principal	Jerry	Uhling	X	
HES Vice-Principal	Missy	Watts	X	
SPED Director	Robin	Haddock	X	
Board Secretary	Sharmen	Tipton		X

IV. CHANGES TO THE AGENDA

V. OATH OF OFFICE

- A. Newly elected board members Kimberly Clardy and Cindy Phillips took the Oath of Office. The Oath was administered by Superintendent Jon Zwemke.

VI. ACTION ITEMS

A. Election of Board Chair

- Bonnie Booher made a motion to nominate Carey Jones to be the Board Chair for the 25/26 school year. Bob Morin seconded. Vote: Yes 5 (Carey Jones, Bonnie Booher, Bob Morin, Kimberly Clardy and Cindy Phillips), No 0. Approved.

B. Election of Board Vice Chair

- Carey Jones made a motion to nominate Bonnie Booher to be the Board Vice Chair for the 25/26 school year. Bob Morin seconded. Vote: Yes 5 (Carey Jones, Bonnie Booher, Bob Morin, Kimberly Clardy and Cindy Phillips), No 0. Approved.

VII. ACCOLADES

Superintendent Awards will return in our October board meeting.

VIII. COMMUNITY COMMENTS

Community Comments Instructions: Individuals may address the Board on agenda or non-agenda items (*excluding personnel complaints*).

To speak at the meeting, please:

1. **Sign in** at the table and indicate the agenda item (if applicable)
2. **Complete** a Community Comment card
3. **Limit** your remarks to 3 minutes

If you cannot attend in person, written or emailed comments will be accepted by **3:00 PM** on the day of the meeting for inclusion in that meeting's agenda. Comments received after that time will be held for the next board meeting.

Submit written comments to: **Reedsport School District**, 100 Ranch Rd, Reedsport, OR 97467

Or email: **stipton@reedsport.k12.or.us**

IX. REPORTS

A. Business Manager – Rachel Amos, South Coast ESD

1. There is still work being done to close out 24/25 fiscal year. The financial reports are estimated based on the numbers we had at the time of publishing.
2. 24/25 Financials will be trued up by end of August as we prepare for audit prep.
3. There have been no recent changes to the State School Fund. The legislature has made significant efforts to ensure the funding level meets current educational needs.
4. The District may be affected by a potential freeze on certain Federal funds, with an estimated impact ranging between \$10,000 and \$30,000.
5. The majority of the District's Federal funding is allocated to Title I, which is not currently subject to the proposed freeze.

B. Superintendent Report – Jon Zwemke, Elementary Principal & Superintendent

1. Strategic Planning
 - a. An estimate was received, and the District will proceed with COSA for the Strategic Planning project. Their proposal was approximately half the cost of other bids considered.
 - b. This project will include listening sessions to hear what our students, parents, staff and community are hoping to see as part of our long range planning. We will develop a Mission and Purpose that will drive the changes and decisions we make.
 - c. The district would like to include the City Council and city administrators in the discussion as city planning and growth has a direct impact on the school district.
2. Governor Kotek's Executive Order
 - a. Governor Kotek has issued an Executive Order requiring all Oregon school districts to ban student cell phone use from the start to the end of the school day. As the state's educational leader, the Governor's directive will guide policy development across

- districts.
- b. The Oregon School Boards Association (OSBA) is currently drafting a model policy for districts to adopt.
- c. The district will include preliminary guidance in the student handbook before the school year begins.
- d. Communication will be sent out to families to ensure awareness of the upcoming changes.
- e. A draft policy is expected to be presented at the August school board meeting.
- f. A follow-up work session may be scheduled to review or revise the draft.
- g. The final policy must be adopted by October 31, 2025.
- h. Full implementation is required by January 31, 2026.
- i. The board requested additional information about how the district will address concerns related to the removal of electronic devices from students. The forthcoming policy will include language stating that if a device is confiscated due to a student's violation of district or school policy, the district will not be held liable for any damage to the device. Oregon School Board Association legal team is working on appropriate language that follows the Governor's mandate and protects the district's interests.
- j. Additional discussion took place regarding the scope of the mandate and how the policy will be enforced. Board members considered the need for clearly defined consequences and consistent implementation across all schools. Further details will be developed as part of the policy drafting process.
- k. There will be a

X. CONSENT AGENDA

Routine actions that typically require no discussion, such as the approval of previous meeting minutes and the acceptance of donations, are frequently addressed collectively in a single vote by the Board.

- A. Approve Board Minutes from June 11, 2025.
- B. Approve Certified/Administrative Hire:
 - 1. Tia Howell, Elementary 3rd Grade Teacher
- C. Accept Donations:
 - 1. Freemasonry Aurora Lodge #59 donated a bike for the winner of the fourth quarter perfect attendance drawing = \$108.00. We are grateful to the Mason's for donating a total of 4 bikes to our elementary students with perfect attendance in the 24/25 school year.
- D. Bob Morin made a motion to accept the Consent Agenda as presented. Kimberly Clardy seconded. Vote: Yes 5 (Carey Jones, Bonnie Booher, Bob Morin, Kimberly Clardy and Cindy Phillips), No 0. Approved.

XI. ACTION

- A. Approve Board Reorganization Decisions & Designations for Fiscal Year 2025-26
 - 1. Designate Chief Administrative Officer - **Jon Zwemke**
 - 2. Designate Deputy Clerk/Business Manager – **Rachel Amos, Business Manager SCESD**
 - 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 the Superintendent to apply for - **Grant Funds**
 - 11. Approve the 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**
- B. Each fiscal year, the school board is required to vote on reorganization and official designations (such as board officers, depositories, legal counsel, and insurance agents) to ensure compliance with state law, maintain transparency, and formally authorize key operational functions for the upcoming year.
- C. Bonnie Booher made a motion to accept Action item A, 1-13 as presented. Bob Morin seconded. Vote: Yes 5 (Carey Jones, Bonnie Booher, Bob Morin, Kimberly Clardy and Cindy Phillips), No 0. Approved.

XII. DISCUSSION

- A. Oregon School Board Association (OSBA) Summer Board Conference - August 8-10, 2025 / Salem, OR
 - 1. Theme: Govern with Confidence
 - 2. Sales end July 18, 2025
 - 3. Preconference – Friday, August 8, 2025 = \$315.00
 - 4. Conference – Saturday, August 9 & Sunday August 10, 2025 = \$400.00
 - 5. The district will cover registration, mileage, and meals for any board member who wishes to attend this valuable training.

- B. OSBA Board Governance Essentials Training – Thursday, August 21, 2025 / Coos Bay, OR.
 - 1. Effective boardsmanship refers to the skills, knowledge and behaviors expected of individuals serving on a board, encompassing both individual attributes and the collective dynamics of the board as a whole. This training will cover; roles versus management, board-superintendent collaboration, and the basics of school board governance.
 - 2. Kimberly Clardy, Cindy Phillips and Carey Jones are available to attend. Those interested can carpool with the superintendent.
- C. OSBA Annual Convention – November 6-8, 2025 / Portland, OR
 - 1. OSBA premier continuing education programs which deliver practical solutions to help school boards, and their superintendents improve student learning and achievement.
 - 2. The board is interested in attending this convention together and would like to travel in a van or small caravan to reduce travel costs. Members will confirm availability, and Sharmen Tipton will assist in planning.

XIII. COMMUNITY COMMENTS

Reference Community Comments guidelines previously stated in the agenda.

XIV. BOARD MEMBER COMMENTS

- A. Carey Jones expressed interest in beginning planning and preparation for a bond to build a new elementary school gym. Rachel Amos explained that the district's current General Obligation Bond, which was refinanced in 2019, is set to expire in 2033. The original bond rate was \$1.52 per \$1,000 of assessed property value, but refinancing reduced the rate to \$1.13 per \$1,000. One option available is to propose a Supplemental Bond, which would ask voters to restore the original rate of \$1.52 per \$1,000 for the remainder of the bond period. This would generate approximately \$3.5 million in additional funding and extend the bond term by two years, to 2035. If the measure passes, the district could apply for a matching grant, potentially bringing the total available funding to around \$7 million.
- B. There was additional discussion regarding the PERS Bond.
- C. This may be a topic we want to include in our Strategic Planning work and listening sessions.
- D. The board would like the document from Rachel that will provide more detail on options and deadlines.

XV. FUTURE AGENDAS

- A. National Night Out, Tuesday, August 5th at Lyon's Park.
- B. Wednesday, August 6, 2025 @ 5:30 PM – ***NOTICE this meeting is being held on the 1st Wednesday of August due to a scheduling conflict.***
- C. Thursday, August 21, 2025 @ 4:00 PM – Back to School BBQ
- D. Monday, August 25, 2025 - First Day of School

XVI. ADJOURNMENT @ 6:28 PM

Next School Board Meeting: Wednesday, August 6, 2025 @ 5:30 PM

NOTICE: this meeting is being held on the 1st Wednesday of August due to a scheduling conflict.

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

Carey Jones, Board Chair

Date

Jon Zwemke, Superintendent

Date