

MONTHLY BOARD MEETING

DRAFT MINUTES

Wednesday, December 10, 2025

Work Session @ 4:00 PM / Board Meeting @ 5:30 PM

I. CALL BOARD WORK SESSION TO ORDER @ 4:00 PM

- A. Review themes derived from Strategic Planning Thought Exchange events - Dr. Raeshelle Meyer, Senior Director of Professional Learning and Leading, Coalition of Oregon School Administrators (COSA)
 - 1. Reedsport Engagement Survey Summary
- B. Board Agenda Review and Discussion

II. ADJOURN BOARD WORK SESSION @ 4:56 PM

III. CALL REGULAR SESSION TO ORDER @ 5:30 PM

IV. PLEDGE OF ALLEGIANCE

V. MOMENT OF SILENCE

- A. The Board of Directors and Reedsport School District community recognizes Carey Jones for his decades of dedicated service to Reedsport, whose leadership, compassion, and unwavering commitment to students have profoundly strengthened our schools and the families we serve.

VI. ESTABLISH A QUORUM

VII. 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	Kim	Clardy	X	
Superintendent	Jon	Zwemke	X	
Business Manager	Rachel	Amos	X	
Asst. Business Manager	Josh	Cook		X
SPED Director	Robin	Haddock	X	
RCCS Principal	Jerry	Uhling	X	
RCCS Vice Principal	Tara	Adams		X
HES Vice Principal	Missy	Watts	X	
Board Secretary	Sharmen	Tipton	X	

VIII. CHANGES TO THE AGENDA

IX. PRESENTATION

- A. Highland Elementary Student Government Food Drive
 - 1. Highland Elementary School reported the recent establishment of an Associated Student Body (ASB). ASB's first community service project was a food drive, resulting in the donation of over 460 pounds of food to the local food bank.

X. ACCOLADES

- A. Serenity Hicks, 3rd Grade / Tia Howell, 3rd Grade Teacher
- B. Jaxon Shipp, 3rd Grade / Annalena Villegas, 3rd Grade Teacher
- C. Harper Spurgeon, 8th Grade / Carol Colton, Art Teacher
- D. Divina Wilson, 9th Grade / Michael Francis, Career/Technology/General Science Teacher
- E. Vice Chair Bonnie Booher also took a moment to honor Sandi Gibbons, a long-time educator who passed away this week. Vice Chair Booher shared that she was privileged to work with Ms. Gibbons during her time as a first-grade teacher at Highland Elementary School.

XI. REPORTS

- A. Association of Reedsport Educators (ARE) Quarterly Report – Kaylie Laskey, Union President
 - 1. Expressed condolences on the passing of Board Chair Carey Jones.
 - 2. Highlighted a second-grade Thanksgiving meal prepared and cooked by Mrs. Wright's class, with support from Mrs. Pepiot to recreate a district tradition.
 - 3. Shared appreciation for continued professional development with the Institute for Research and Reform in Education (IRRE), supporting clear rubrics, project-based learning, and standards-based grading.
 - 4. Reported the Fast Track program as a success in supporting credit recovery and online learning, providing students with opportunities to graduate.
 - 5. Recognized Fast Track teacher Mrs. Lorenzen for motivating students and supporting progress toward graduation.
 - 6. Noted an eighth-grade field trip to the Reedsport Volunteer Fire Station, including tours and presentations by volunteer firefighters.
 - 7. Reported student participation in the Elks Lodge annual essay contest addressing the prompt, "What does service to your country mean to you?"
 - 8. Shared that Mr. Francis's class interviewed community members about careers in local industries, including health care, construction, and the Department of Human Services.
 - 9. Identified areas of concern including student absenteeism, high workload demands, and staff shortages.
 - 10. Staff expressed appreciation for the upcoming winter break and optimism for a strong start to the new year.
- B. Business Manager – Rachel Amos, South Coast ESD
 - 1. Reported that tax collections, when compared to estimates based on historical trends in Douglas County, are coming in lower than expected.
 - 2. Noted that research conducted by Josh Cook indicates this is a countywide trend across Douglas County.

3. Explained that the State School Fund is offset by local revenue; when local revenue is lower, the State School Fund is adjusted later in the year, resulting in short-term impacts to current cash flow.
 4. Presented two Requests for Proposals (RFPs) for Board consideration under the Action portion of the agenda:
 - a. Purchase and installation of mini-split systems in district buildings.
 - b. Installation of security fencing at the junior/senior high school.
 5. The Superintendent requested Board member participation in the opening and review of submitted proposals:
 - a. Kim Clardy and Robert Morin will represent the Board for the opening of mini-split proposals.
 - b. Bonnie Booher and Cindy Phillips will represent the Board for the opening of security fencing proposals.
- C. Superintendent Report – Jon Zwemke, Superintendent
1. Custodial/Maintenance Quarterly Report
 - a. Reported continued repairs to the boiler system at the junior/senior high school.
 - b. Noted that recent adjustments appear to be effective, and the system will continue to be closely monitored to prevent further issues.
 2. Special Education Quarterly Report
 - a. Noted that this school year has been particularly challenging due to several staffing changes beyond the district's control, requiring ongoing adjustments across both buildings.
 - b. Current staffing includes:
 - Robin Haddock: Special Education Director, case manager, and teacher at RCCS; one of two licensed special education teachers in the district.
 - Carol Fleury: Adaptive Life Skills teacher; the district's second licensed special education teacher.
 - Jessica Rivera: Resource Room teacher at Highland Elementary; holds a master's in special education and is in the process of obtaining her teaching license.
 - c. To support workload and compliance, the district contracts with South Coast ESD for:
 - An additional case manager (licensed special education teacher) to assist with documentation and caseloads.
 - Speech and Language Pathologist services through Beth Frakes.
 - School psychologist services through a private provider.
 - d. Reestablished the Adult Transition Program (ATP) in Reedsport:
 - Currently serving three adult students.
 - Student activities include job placements (e.g., Early Childhood Classroom at Highland, JV basketball announcer), library support, community-based activities, and participation in Friendsgiving and a holiday sock exchange.
 - e. Despite an increasing special education population, funding levels remain unchanged.
 - f. Staff in both buildings have demonstrated flexibility and dedication in meeting student needs.
 - g. The Special Education Secretary has been instrumental in maintaining state reporting requirements and meeting notices.

- h. The department remains committed to supporting students academically, emotionally, and socially, with hope for greater stability to continue progress toward program goals.
- 3. Association of Reedsport Education Support Professionals (ARESP) Demand to Bargain
 - a. Bob Morin will be the Board representative in bargaining with Bonnie Booher as an alternate.
 - b. First session scheduled for Monday, December 15, 2025 @ 4:30 PM in the District Office
- 4. Enrollment and Interdistrict Transfer Reports
 - a. Reviewed the enrollment report and a research report analyzing interdistrict transfers, categorized as out-of-state, out-of-district, home schooling, and online/virtual charter schools
- 5. Present Student Success Act (SSA) - Student Investment Act (SIA) Grant Agreement for the 2025-27 Biennium.
 - a. Reported on the annual SSA–SIA grant, which funds positions including the school psychologist, school resource officer, nursing services, and the junior/senior high school counselor, as well as other qualifying positions.
 - b. Noted that use of SSA–SIA funds allow the district to free up General Fund dollars.
 - c. Shared that the district has relied on this predictable grant funding for the past five years and has consistently used it to support these positions.
 - d. Reviewed grant requirements, including reporting on how funds are used and how funded positions align with grant criteria.
 - e. Noted that community comments regarding the SSA–SIA grant are encouraged.
 - f. The Board will be asked to accept the SSA–SIA grant funds and acknowledge required reporting as part of the Action agenda

XII. 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**

1. Invite Community Comments regarding SSA - SIA Grant Agreement for the 2025-27 Biennium.

XIII. 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 November 12, 2025.

- B. Accept Certified/Licensed Resignations
 - 1. Melissa Watts, Elementary Vice Principal
 - 2. Cormac Dailey, Computer Technology Teacher
- C. Accept donations from Reedsport Brave Boosters:
 - 1. Entry fee for Girls & Boys Basketball Tournament = \$800.00
 - 2. Basketball equipment for Girls & Boys Jr High teams = \$642.88
- D. Accept donations in honor of Colleen Foltz in support of student nutrition:
 - 1. Michael & Kathleen Nielsen = \$250.00
 - 2. Michael Seidel & Rosalind Noonan = \$50.00
 - 3. Sandra Foltz = \$100.00
 - 4. Kenon & Kristin Willis = \$50.00
 - 5. John & Megan Miller = \$400.00
 - 6. Paula Lowden = \$50.00
 - 7. Claudia Willis = \$300.00
 - 8. Edward & Jan Poth = \$1,000
 - 9. Joni Casterline = \$50.00
- E. Kim Clardy made a motion to accept the Consent Agenda as presented. Bob Morin seconded. Vote: Yes 4 (Bonnie Booher, Bob Morin, Kim Clardy, Cindy Phillips) No 0. Approved.
- F. Vice Chair Bonnie Booher thanked those who donated to the Food Service Department in honor of former School Psychologist Colleen Foltz. It was noted these generous donations will be used to support student nutrition.
- G. Business Manager Rachel Amos reported that the auditor noted the district's food service program broke even for the first time in many years, recognizing the success of Food Service Director Chef Thomas Kyelberg's use of locally sourced food.

XIV. ACTION

- A. Approve Student Success Act (SSA) - Student Investment Act (SIA) Grant Agreement for the 2025-27 Biennium
 - 1. Bob Morin made a motion to approve SSA-SIA Grant Agreement for the 2025-27 Biennium. Cindy Phillips seconded. Vote: Yes 4 (Bonnie Booher, Bob Morin, Kim Clardy, Cindy Phillips) No 0. Approved.
- B. Declaration of Vacancy for Board of Director Position 4, in Recognition of the Recent Passing of Chair Carey Jones.
 - 1. Policy BBE – Vacancies of the Board
 - 2. Request for applicants will be posted on the district Facebook and web page.
 - 3. Applicants will attend a public interview on January 14, 2026, board meeting.
 - 4. Bob Morin made a motion to approve the declaration of vacancy for Board of Director position 4. Kim Clardy seconded. Vote: Yes 4 (Bonnie Booher, Bob Morin, Kim Clardy, Cindy Phillips) No 0. Approved.
- C. Approve RFP for Mini Split Installation Project
 - 1. Kim Clardy made a motion to approve RFP for mini split installation. Bob Morin seconded. Vote: Yes 4 (Bonnie Booher, Bob Morin, Kim Clardy, Cindy Phillips) No 0. Approved.

D. Approve RFP for Security Fencing Installation Project

1. Cindy Phillips made a motion to approve RFP for security fencing installation. Kim Clardy seconded. Vote: Yes 4 (Bonnie Booher, Bob Morin, Kim Clardy, Cindy Phillips) No 0. Approved.

XV. DISCUSSION

A. Discussion on moving forward with renaming the baseball field to Pepiot Field.

1. Policy FF – Naming Facilities
2. Discussed a proposal to rename the baseball field in honor of former long-time teacher Steve Pepiot, who passed away several years ago.
3. Noted that the football field, track, and baseball field are currently known as Ruppe Field; under the proposal, the football field and track would remain Ruppe Field, and the baseball field would be named Pepiot Field.
4. The Board will provide opportunities for community input during the January and February board meetings, with Board consideration and potential approval scheduled for the March meeting, with the intent to have signage installed prior to the start of the spring baseball season.
5. It was noted that Board Chair Carey Jones supported this project and wished to see it completed, and the Board is committed to following the established process in his honor.

XVI. COMMUNITY COMMENTS

Reference Community Comments guidelines previously stated on the agenda.

XVII. BOARD MEMBER COMMENTS

- A. The Board scheduled a Work Session on Saturday, January 10, 2026, from 9:00 AM – 12:00 PM, to strategize ways to increase district enrollment.
- B. Reedsport Community Charter School basketball season has started, and Cindy Phillips encourages everyone to come out and support our student athletes this season.
- C. Vice Chair Bonnie Booher extended wishes for a happy and healthy holiday season, noting that the community has experienced significant loss this past year and encouraging reflection on and celebration of the lives and impact of those who served the district and community.

XVIII. FUTURE AGENDAS

- A. December 22, 2025 – January 2, 2026 – DISTRICT CLOSED – WINTER BREAK
 1. The District Office, Highland Elementary School and Reedsport Community Charter School will be closed during Winter Break
- B. Tuesday, January 6, 2026 @ 4:00 PM – 6:00 PM – Local Legislative Meet & Greet
- C. Wednesday, January 14, 2026 @ 5:00 PM – Work Session - Agenda Review
- D. Wednesday, January 14, 2026 @ 5:30 PM – Monthly Board Meeting
 1. January is School Board Appreciation Month! Come celebrate our dedicated Board of Directors
- E. January 27 – 28, 2026 – Coalition of Oregon School Administrators (COSA) Winter Conference
 1. Jon Zwemke will be attending.

XIX. ADJOURN REGULAR SESSION @ 6:47 PM

Next School Board Meeting: Wednesday, January 14, 2026 @ 5:30 PM

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

_____	_____	_____	_____
Bonnie Booher, Board Vice Chair	Date	Jon Zwemke, Superintendent	Date