



**MONTHLY BOARD MEETING
MINUTES**

Wednesday, January 14, 2026

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

I. CALL BOARD WORK SESSION TO ORDER @ 5:00 PM

A. Board Agenda Review and Discussion

II. ADJOURN BOARD WORK SESSION @ 5:28 PM

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

IV. PLEDGE OF ALLEGIANCE

V. ESTABLISH A QUORUM

Position	First Name	Last Name	Present	Absent
Board Chair	Bonnie	Booher	X	
Board Member	Bob	Morin	X	
Board Member	Cindy	Phillips	X	
Board Member	Kim	Clardy	X	
Board Member	Chris	Vaughn	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	

VI. CHANGES TO THE AGENDA

VII. APPOINTMENT OF SCHOOL BOARD MEMBER – VACANT POSITION

A. Interview of applicants

1. The district received one application for the school board position from Chris Vaughn

B. Board deliberation

1. By consensus, the board agreed to move forward by interviewing the applicant rather than extending the application period.
2. Board Chair Bonnie Booher conducted the interview with applicant, Chris Vaughn.

VIII. ACTION ITEM

A. Approve candidate for School Board vacancy - Position 4

1. Kim Clardy made a motion to install Chris Vaughn to fill vacant position on the Board of Directors. Cindy Phillips seconded. Vote: Yes 3 (Bonnie Booher, Kim Clardy, Cindy Phillips), No 0, Abstain 1 (Bob Morin). Approved.

IX. OATH OF OFFICE – NEWLY APPOINTED BOARD MEMBER

- A. Board Chair Bonnie Booher administered the oath of office to newly appointed board member Chris Vaughn for the Reedsport School District Board of Directors.

X. ACCOLADES

- A. Riley Meyers, 2nd Grade / Lisa Dailey, 2nd Grade Teacher
- B. Harley White, 2nd Grade / Jennifer Wright, 2nd Grade Teacher
- C. Elizabeth Martinez, 8th Grade / Kaylie Laskey, English Teacher
1. Due a scheduling conflict, this presentation will be postponed to the February meeting.
- D. Noah Blosch, 12th Grade / Nyssa Gunn, English Teacher
- E. Board Appreciation Month
1. Superintendent Zwemke read into the record the January 2026 Governor’s proclamation recognizing Oregon public school boards; the document was included in the board packet.

XI. REPORTS

A. Audit Presentation – Kelsey Pardon, CPA, Neuner Davidson & Co. (virtual)

1. The auditor reported that the District received an unmodified opinion, the highest level of assurance, indicating that the financial statements are presented fairly in all material respects in accordance with generally accepted accounting principles.
2. She reviewed Management’s Discussion and Analysis and highlighted the District’s year-end financial position, noting a positive change in net position for the 2025 fiscal year.
3. The Governmental Funds Balance Sheet provides a practical reflection of year-end assets and liabilities by fund, including the General Fund, Special Revenue Funds, Debt Service Fund, and Capital Projects Fund.
4. The Statement of Revenues, Expenditures, and Changes in Fund Balances shows the General Fund’s ending fund balance of \$1,552,670.
 - a. This represents close to 20% of total expenditure, which is considered a healthy fund balance level.
 - b. The District budgeted \$1.2 million as the beginning fund balance for the following year and exceeded that projection.
 - c. Special Revenue Funds ended the year with a fund balance of \$398,790, much of which is restricted federal and state grant funding; the District had budgeted \$233,000.

- d. The Debt Service Fund ended with a fund balance of \$473,000, compared to the budgeted \$500,000.
 - e. The Capital Projects Fund ended with a fund balance of \$185,000, compared to the budgeted \$223,000.
 - f. The Scholarship Fund reflects a year-end cash balance of \$228,982.
 - 5. Required Supplementary Information, including budgetary comparison schedules, showed that the District did not exceed appropriations in any fund.
 - 6. The Oregon State Compliance Report indicated that the District met all required compliance areas, including budget adoption and timing, deposits of public funds, state school fund factors, and insurance requirements.
 - a. Because federal expenditures exceeded the Single Audit threshold, auditors conducted a compliance review. The School Lunch Program was selected for testing, and no compliance issues were identified.
 - 7. The auditors reported no issues, discrepancies, or findings.
 - 8. Overall, the District's fund balances exceeded the amounts budgeted for the following fiscal year.
- B. Business Manager – Rachel Amos, South Coast ESD**
- 1. Presented an update on revenue categorization changes related to Federal Forest Fees, noting that the Oregon Department of Education (ODE) directed districts to reclassify certain funds as state revenue and to accrue the related amount to the prior fiscal year.
 - a. As a result, adjustments will appear in the following month's financial statements, including an updated beginning fund balance.
 - b. The Business Manager acknowledged the work of Assistant Business Manager Josh Cook in supporting the audit and financial reporting process.
 - 2. Opening Dates for Request for Proposals (RFP) @ District Office
 - a. Security Fencing – Tuesday, February 10, 2026 @ 3:00 PM – Cindy Phillips & Bonnie Booher
 - b. Mini Split – Wednesday, February 11, 2026 @ 3:30 PM – Kim Clardy & Bob Morin
- C. Superintendent Report – Jon Zwemke, Superintendent**
- 1. IT Quarterly Report
 - a. 315 helpdesk tickets this quarter; 93% resolved.
 - b. Implemented Synergy report card tools and updated grading templates.
 - c. Installed new paging system at the District Office.
 - d. December power outage caused damage to network infrastructure; repairs and vendor support required.
 - 2. Middle and High School Sports Quarterly Report
 - a. Middle school girls' basketball concluded with a successful season.
 - b. Middle school wrestling concluded with 19 participants, the highest total in more than eight years.
 - c. The District hosted its first middle school wrestling event in eight years.
 - d. Middle school boys' basketball begins this month.
 - e. The Bowling Club has started its competition season.
 - f. The Mat Club continues to show strong participation, with 68 students attending the most recent session. Tanner Mannen is doing a fantastic job encouraging students to get involved from Kindergarten through High School.

3. Mr. Zwemke read an Ode to the Reedsport School Board in thanks and appreciation for all they do as tireless volunteers dedicated to the staff, students and community of Reedsport.

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**

- A. A written community comment was received after the posted deadline for inclusion in the meeting agenda. In accordance with Board policy, the comment was shared confidentially with the Board, as it referenced personnel matters that cannot be discussed in an open public meeting.
- B. Charlie Dukovich, Reedsport Fire Chief shared praise for the staff and students in both buildings who conduct regular fire drills. He gave kudos to the elementary and middle/high schools for doing all they can to prepare for successful evacuation in case of emergency.

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 December 10, 2025.
- B. Approve Certified/Licensed New Hires
 1. Bailey Brown, Part-time Electives Teacher, Reedsport Community Charter School
- C. Accept donation of band equipment = \$400 from Patty Smith
- D. Accept donation of furniture for RCCS Determination Den = \$1,500 from Jennifer Wright
- E. Accept donation of funds to support the Mat Club at RCCS = \$1,000 from Chris Vaughn
- F. Accept donations in honor of Colleen Foltz in support of student nutrition:
 1. Sandra Foltz on behalf of Gayle Louie = \$75.00
 2. Dolores Foltz = \$75.00
 3. Richard Foltz and Gayle Louie = \$75.00
 4. Mary Willis = \$50.00
- G. Bob Morin made a motion to approve the Consent Agenda as presented. Kim Clardy seconded. Vote: Yes 5 (Bonnie Booher, Bob Morin, Cindy Phillips, Kim Clardy, Chris Vaughn), No 0. Approved.

XIV. ACTION

- A. Approve Audit by Neuner Davidson & Co. as presented
 - 1. Bob Morin made a motion to approve the Audit as presented by Neuner Davidson & Co. Cindy Phillips seconded. Vote: Yes 5 (Bonnie Booher, Bob Morin, Cindy Phillips, Kim Clardy, Chris Vaughn), No 0. Approved.

XV. DISCUSSION

- A. Name Change and Signage for Pepiot Field
 - 1. The Board clarified that the proposed name change applies only to the baseball field within the football-track-baseball complex. The football and track facility will continue to be known as Ruppe Field.
 - 2. The Board requested that community feedback be gathered regarding the proposed name change to help inform its decision.
 - 3. The Board directed that an action item for approval of the name change be placed on the February board meeting agenda.
- B. Associated Student Body (ASB) Baseball Account
 - 1. The Board briefly discussed a recent email addressed to Board members regarding student body funds. The Board Chair reiterated that matters involving personnel or program-level concerns are directed to the Superintendent in accordance with District policy. The Board confirmed the communication had been routed appropriately and noted that the District's formal complaint process is outlined in Policy KL – Public Complaints, with the KL-AR – Public Complaint Procedure form available on the District website and in school and District Office front offices.
- C. Reschedule Enrollment Work Session on a Saturday 9:00 AM – 12:00 PM
 - 1. The Board schedule the Enrollment Work Session for Saturday, February 28, 2026, from 9:00 AM – 12:00 PM at the District Office. This will be an open public meeting that will be streamed and recorded.
- D. Reschedule Strategic Planning Data Review & Plan Development Work Session
 - 1. Strategic Planning Work Session with Dr. Meyer will be Monday, February 23, 2026, from 4:00 PM – 6:00 PM at the District Office.
- E. Schedule dates for the staff appreciation lunch from the Board
 - 1. The Board will provide lunch for the staff at Highland Elementary and Reedsport Community Charter School.
 - a. Set-up will start in each school at 10:00 AM and clean-up will begin after 1:00 PM to allow all staff members to take part.
 - b. Monday, March 30, 2026, at Reedsport Community Charter School
 - c. Tuesday, March 31, 2026, at Highland Elementary School
- F. Board Training with Vince Adams from Oregon School Board Association (OSBA)
 - 1. Saturday, March 7, 2026, from 9:00 AM – 12:00 PM - First OSBA Board Training Work Session.
 - 2. Saturday, June 13, 2026, from 9:00 AM – 12:00 PM – Second OSBA Board Training Session.

- G. Chair Bonnie Booher reported on attending the South Coast Education Service District (SCESD) Legislative Meet & Greet focused on statewide education issues. She summarized key topics raised by legislators and educators, including increased reporting requirements, rising special education caseloads, funding limitations related to the state’s 11% special education cap, and statewide concerns about student behavior and accountability. She also noted discussion regarding the potential use of the Education Stability Fund to help maintain current education funding levels amid federal and state budget uncertainty.

XVI. COMMUNITY COMMENTS

Reference Community Comments guidelines previously stated on the agenda.

XVII. BOARD MEMBER COMMENTS

- A. The Board Chair expressed gratitude to the students and staff for the decorations, signs and thank-you cards prepared in recognition of School Board Appreciation Month. All their efforts and greatly valued and appreciated.

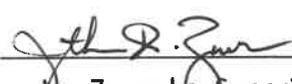
XVIII. FUTURE AGENDAS

- A. January 27 – 28, 2026 – Coalition of Oregon School Administrators (COSA) Winter Conference
 - 1. Jon Zwemke will be attending.
- B. Wednesday, February 11, 2026 @ 5:00 PM – Agenda Review Work Session
- C. Wednesday, February 11, 2026 @ 5:30 PM – Regular Session Board Meeting
- D. February 17 – 20, 2026 – Jon Zwemke Out of District

XIX. ADJOURN REGULAR SESSION @ 7:18 PM

Next School Board Meeting: Wednesday, February 11, 2026 @ 5:30 PM

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

	<u>2/11/26</u>		<u>2-11-26</u>
Bonnie Booher, Board Chair	Date	Jon Zwemke, Superintendent	Date