

MONTHLY BOARD MEETING MINUTES

Wednesday, October 8, 2025

I. BOARD WORK SESSION @ 4:00 PM – 5:12 PM

- A. Strategic Planning Work Session – Dr. Raeshelle Meyer, Senior Director of Professional Learning and Leading for the Coalition of Oregon School Administrators (COSA)

II. CALL REGULAR SESSION MEETING TO ORDER @ 5:30 PM

III. PLEDGE OF ALLEGIANCE

IV. 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	Kim	Clardy	X	
Superintendent	Jon	Zwemke	X	
Business Manager	Rachel	Amos	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	

V. CHANGES TO THE AGENDA

- A. NONE

VI. ACCOLADES

- A. Owen Casey, 6th Grade / Corbett Molle, 5th/6th Grade Teacher
 B. Paisley Huber, 5th Grade / Alexia Rodriguez, 5th/6th Grade Teacher
 C. Lillian Chivers, 8th Grade / Matt Smart, Shop Teacher
 D. Denise Marroquin, 12th Grade / Cormac Dailey, Computer Technology Teacher

VII. PRESENTATION

- A. House Sorting Superintendent – Kaylie Laskey, Association of Reedsport Educators (ARE) President
 - 1. Reedsport Community Charter School proudly implements a house system designed to support academic achievement, encourage positive citizenship and foster a strong sense of belonging. Every student is a member of one of our four houses: Determinacao meaning determination, Gezellig meaning comradery, Huruma meaning empathy, and Kainotomia meaning innovation.
 - 2. Mr. Zwemke has been sorted into Huruma, the house of empathy.

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**

- A. Callahan Church spoke to the Board regarding the changes in and challenges of the Special Education department.
- B. David McKenna spoke to the Board regarding the growing need for Special Education resources in Reedsport.
- C. Sam Howell spoke to the Board regarding concerns about the lack of Special Education supports in Reedsport.
- D. Michael Francis invited the Board to join his junior class as they hear from Reedsport community members about their careers and what lead them there. The first event was well-received, and he hopes to continue offering diverse opportunities for students as they discover career possibilities following graduation.

IX. REPORTS

- A. Business Manager – Rachel Amos, South Coast ESD
 - 1. Enrollment estimate for the State School Fund was reduced to be more conservative.
 - 2. District is closely monitoring the budget and maintaining conservative spending.
 - 3. A board member asked about Object 600 on the General Fund cash flow page.
 - a. "Other Objects" include dues, fees, judgments, insurance payments, or indirect fees.
 - b. The PACE insurance liability payment of approximately \$180,000 was made in July.

4. 24/25 Baseball Associated Student Body (ASB) Financial Report
 - a. Packet included activity for the 2024-25 Baseball ASB account and backup material for each transaction.
 - b. The Board will review the materials and direct any questions to Mrs. Amos.
 - c. Administration noted that reviewing a single ASB account at the Board level is uncommon; ASB accounts are typically reviewed as a whole.
 - d. All ASB accounts are included in the district's annual audit, which meets required accounting standards and has had no findings.
 - e. The Jr/Sr High ASB account is now fully reconciled through the district's financial software, and account information is available to staff upon request.
 - f. This is a reminder to communicate concerns through appropriate channels to ensure procedures and approvals are followed.
- B. Superintendent Report – Jon Zwemke, Superintendent
 1. IT Quarterly Report
 - a. Service tickets account for about 50% of the department's workload; the remaining time is spent on system administration and configuration, security, vendor management, documentation, training, and collaboration to support district technology needs.
 - b. The department is restructuring to maintain one full-time, in-person support position while using contractor support for tasks that can be managed virtually such as web page management.
 2. Athletics Quarterly Report
 - a. The Athletic Department is seeing improvement in student academic performance and behavior this fall.
 - b. Volleyball, Football, and Cross Country continue to gain momentum with strong performances from student-athletes.
 - c. Homecoming is scheduled for October 17, with the dance on October 18. Volleyball Senior Night is October 21, and Football Senior Night is October 24.
 - d. Second quarter priorities include increasing family engagement at home games, expanding junior high athletic participation to build future varsity depth, and continuing to emphasize academic accountability, teamwork, and resilience as core values across all sports.
 3. Reedsport Community Charter School Handbook Review
 - a. Update to the cocurricular athletic activity as requested by the Board.
 4. Division 22 Standards Compliance Report for the 2024/25 School Year
 - a. Annual report required by Oregon Department of Education (ODE) under Oregon Revised Statutes (ORS) Division 22 to review district compliance with state education standards.
 - b. When areas are found out of compliance, the district must explain why and outline a corrective action plan to meet compliance.

- c. There are no fines or penalties for noncompliance; however, corrective actions are expected to be completed promptly and effectively.
- d. The district identified six areas out of compliance:
 - Programs and Services for Talented and Gifted (TAG) Students
 - Assessment of Essential Skills: Local Performance Assessment Requirement
 - Healthy and Safe Schools Plan
 - Emergency Plans and Safety Programs
 - Asbestos Management Plans
 - Menstrual Dignity for Students
- e. The full report and corrective action plan will be posted on the district website.
- 5. English Language Learner (ELL) Report
 - a. The ELL report summarizes student demographics, language proficiency growth, and district support for English learners.
 - b. Due to staffing reductions, ELL support has transitioned from pull-out sessions with an ELL teacher to in-class support by the classroom teacher.
- 6. Review Board Changes to District Policy JFCEB – Personal Electronic Devices
 - a. The Board reviewed and revised Policy JFCEB – Personal Electronic Devices, based on the OSBA sample, and will vote later in the meeting to adopt the updated version per the Governor’s mandate.
- 7. Special Education Department Changes
 - a. The district has made staffing adjustments in the Special Education department to rebalance needs; the district recognizes the challenges of change and is committed to supporting students and families through the transition.
 - b. State funding for Special Education is capped at 11%; with over 20% of Reedsport students receiving services, the district must cover significant unfunded costs and faces challenges finding services in a small rural community.
 - c. Interviews for the open special education teacher position will occur soon, with a candidate anticipated for approval at the next board meeting.
- 8. ADAPT Integrated Health Care to Provide Mental Health Services for the District
 - a. ADAPT has partnered with the district to provide a full-time mental health counselor available to students in our schools.
 - b. With ADAPT covering the cost and the district providing space, families can now access vital mental health services locally without long travel times.

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 September 10, 2025.

- B. Approve Administration/Certified Employee Resignations
 - 1. Misty McKenna, Teacher
- C. Accept Donation of (1) Saxophone for band use from Jennifer Wright = \$650 value.
- D. Bob Morin made a motion to accept the Consent Agenda as written. Bonnie Booher seconded the motion. Vote: Yes 5 (Carey Jones, Bonnie Booher, Bob Morin, Kim Clardy, Cindy Phillips), No 0. Approved.

XI. ACTION

- A. Approval of Division 22 Standards Compliance Report for the 2024/25 School Year
 - 1. Bonnie Booher made a motion to approve the Division 22 report for the 24/25 SY. Kim Clardy seconded the motion. Vote: Yes 5 (Carey Jones, Bonnie Booher, Bob Morin, Kim Clardy, Cindy Phillips), No 0. Approved.
- B. Approval of English Language Learner (ELL) Report
 - 1. Bonnie Booher made a motion to approve the English Language Learner report as presented. Kim Clardy seconded the motion. Vote: Yes 5 (Carey Jones, Bonnie Booher, Bob Morin, Kim Clardy, Cindy Phillips), No 0. Approved.
- C. Approval of District Policy JFCEB – Personal Electronic Devices
 - 1. Bonnie Booher made a motion to approve district policy JFCEB – Personal Electronic Devices as presented. Bob Morin seconded the motion. Vote: Yes 5 (Carey Jones, Bonnie Booher, Bob Morin, Kim Clardy, Cindy Phillips), No 0. Approved.

XII. DISCUSSION

- A. Proposal for Board Work Sessions – Kim Clardy, Board Member
 - 1. Kim Clardy suggested holding a board work session prior to each regular meeting to allow open discussion of issues and community input outside the formal meeting setting.
 - 2. She also recommended receiving board materials earlier to allow time for review and discussion during the work session.
 - 3. The Board discussed the proposal and will consider adding work sessions in future planning.
- B. Discuss Student Council Selection of Student Representative to the Board
 - 1. Per Policy BCBA – Student Representative to the Board, the Board requested the high school student council select a student representative to serve on the school board.
 - 2. The Board expressed appreciation for Lenora Leiby's Camp RYLA presentation and would like to encouraged her to continue to grow her leadership involvement through this opportunity.

XIII. COMMUNITY COMMENTS

Reference Community Comments guidelines previously stated on the agenda.

- A. The Board clarified that it does not intervene in day-to-day school operations, which are managed by the superintendent.

- B. Concerns from the public should be addressed through district channels, following established policies (district policy KL–Public Complaints) to escalate issues through the appropriate chain of command. Public Complaint forms are available online and at each building.

XIV. BOARD MEMBER COMMENTS

- A. The City of Reedsport is planning a Fall Festival on November 8th. If students are interested in community service, the city could use the help setting up on November 7th, as well as working the festival or helping with clean up on November 8th.
- B. REEF is having their annual Christmas tree auction and if anyone is interested in decorating and donating a tree, please contact REEF or pick up a flyer at the district office.

XV. FUTURE AGENDAS

- A. HPO Movie Night & Thought Exchange: Thursday, October 9, 2025 @ 5:00 PM
- B. RCCS House Night & Thought Exchange: Friday, October 10, 2025 @ 5:30 PM
- C. November Board Meeting: Wednesday, November 12, 2025 @ 5:30 PM
- D. Strategic Planning Goal Development Board Work Session: Wednesday, November 19, 2025 @ 5:00 PM

XVI. ADJOURNMENT @ 7:44 PM

Next School Board Meeting: Wednesday, November 12, 2025 @ 5:30 PM

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

<u>CAREY D. JONES</u>	<u>11/12/25</u>	<u>[Signature]</u>	<u>11-12-25</u>
Carey Jones, Board Chair	Date	Jon Zwemke, Superintendent	Date