

**MONTHLY BOARD MEETING
 MINUTES**

Wednesday, March 11, 2026

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

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

A. Agenda Review

II. ADJOURN WORK SESSION @ 5:17 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 Vice Chair	Kim	Clardy	X	
Board Member	Bob	Morin	X	
Board Member	Cindy	Phillips	X	
Board Member	Chris	Vaughn	X	
Student Representative	Taylor	Sharrai	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

A. No changes to the revised agenda as presented.

VII. OATH OF OFFICE

A. Chair Bonnie Booher administered the Oath of Office to Taylor Sharrai as Student Representative to the Board of Directors.

VIII. ACCOLADES

- A. February Superintendent Award
 - 1. Cristian Martinez, 8th Grade / Jennifer Janiszewski, Band and Choir Teacher
- B. March Superintendent Awards
 - 1. Emiliano Castaneda, 4th Grade / Cristina Bettsworth, 4th Grade Teacher
 - 2. Olivia Adams, 4th Grade / Dan Vasquez, 4th Grade Teacher
 - 3. Henley Lyle, 7th Grade / Jessica Hitchcock, Mathematics Teacher
- C. Reedsport Education Enrichment Foundation (REEF) Grants
 - 1. \$3,000 provided to purchase Math Fruit Salad materials to support Kinder–4th grade students.
 - 2. \$400 provided to support 9th–12th grade Culinary students in obtaining their Food Handler’s Card.
 - 3. \$250 provided to fund transportation for Kinder–6th grade students to the Redfish concert.
 - 4. \$2,000 provided to support the Jr/Sr High spring play, Almost, Maine.
 - 5. \$800 provided to support attendance incentives at the Jr/Sr High School.
 - 6. \$356.56 provided to support a 1st grade field trip to South Slough National Estuarine.
 - 7. \$2,917.78 provided to support five 2nd grade field trips to the Umpqua Discovery Center, OIMB Aquarium Tidepool Presentation, Shore Acres walking tour, Eugene Science Center & Planetarium, and Wildlife Safari.
 - 8. \$2,736.96 provided to support three 3rd grade field trips to the Oregon Coast Aquarium, Hatfield Marine Science Center, and Wildlife Safari.

IX. REPORTS

- A. Association of Reedsport Educators (ARE) Quarterly Report – Kaylie Laskey, ARE President
 - 1. Provided updates on staff and student activities at Highland Elementary School (HES) and Reedsport Community Charter School (RCCS).
 - 2. Noted two HES educators selected for a national professional development fellowship focused on American history instruction.
 - 3. Reported student engagement activities at RCCS, including junior high events, ASB competitions, leadership projects, fundraisers, and upcoming Read-A-Thon.
 - 4. Highlighted improvements to student resources, including reorganization of the school clothing closet and plans for a future clothing drive.
 - 5. Raised facilities concerns regarding ongoing roof leaks at RCCS in multiple areas of the building.
 - 6. Identified staff retention as an ongoing concern impacting program stability and student support.
 - 7. House Sorting New Board Member
 - a. The House System at RCCS is part of student culture and community-building efforts with a four house system: Determinacao (determination), Gezellig (camaraderie), Haruma (empathy), and Kainotomia (innovation).
 - b. Board member Chris Vaughn was sorted into Gezellig; Business Manager Rachel Amos into Kainotomia; and Assistant Business Manager Josh Cook into Huruma.

- B. Softball Coop With North Bend High School – Jerry Uhling, Jr/Sr High Principal
 - 1. Due to insufficient participation to field a team, the district is pursuing a softball co-op with North Bend to provide participation opportunities for students.
- C. HES Positive News – Missy Watts, Elementary Vice Principal
 - 1. Reported significant student growth on winter MAPS assessments, with increases across math, reading, and language usage.
 - 2. Highlighted focus on early literacy and foundational skills to prepare students for success at RCCS.
 - 3. Described instructional strategies supporting growth, including high-dosage tutoring, structured literacy professional development, and expanded access to reading materials.
 - 4. Noted ongoing efforts to improve student attendance and align practices with RCCS.
 - 5. Shared plans for a collaborative summer school grant focused on local history, culture, and career connections in partnership with community members and tribal organizations.
- D. RCCS Determination Den and Other Positive News – Tara Adams, Jr/Sr High Vice Principal
 - 1. Demonstrated instructional practices using a live, interactive lesson format with student participation.
 - 2. Highlighted the Determination Den as a structured support system for student learning and engagement.
 - 3. Described key components of the Determination Den: instructional coaching, study tables, tutoring, and family engagement activities.
 - 4. Reported availability of tutoring opportunities before school, during lunch, after school, and on Fridays.
 - 5. Emphasized the role of instructional coaching in improving teaching practices and student outcomes.
 - 6. Noted use of data (MAPS and other assessments) to identify student needs and guide support strategies.
 - 7. Described efforts to increase student engagement, ownership of learning, and relationship-building between staff and students.
 - 8. Shared alignment of instruction, assessments, and rubrics with state standards to support academic achievement.
 - 9. Reported ongoing collaboration with Institute for Research and Reform in Education (IRRE) and future plans to expand instructional coaching practices among staff and administrators.
- E. Business Manager – Rachel Amos, South Coast ESD
 - 1. Reported minimal changes to the monthly financial report; district remains stable.
 - 2. Provided update on construction excise tax revenue, noting limited receipts to date and no activity in the second and third quarters; potential for increased activity in upcoming construction season.
 - 3. ODE Grant #40083 – Early Indicator and Intervention System (EIS) Grant 2025-2026
 - a. Highlighted receipt of a small Early Indicator and Intervention grant (approx. \$2,300) to support on-track graduation efforts; included for informational purposes.
 - 4. Status of Request for Proposal (RFP) Projects for Mini Splits and Security Fencing
 - a. No bids received for the security fence project; plan to revise scope and reissue solicitation.

- b. Two bids received for HVAC (mini-split) project; bids were high and non-local; recommendation to reject and revise scope for re-solicitation.
 - c. Noted that both RFP items would be brought forward later in the agenda for Board action
- F. Superintendent Report – Jon Zwemke, Superintendent
- 1. Maintenance Quarterly Report
 - a. Reported progress on Highland Elementary steam pipe repair, with materials ordered and coordination underway to complete installation; heating systems are operating as expected.
 - b. At RCCS, maintenance addressed fire alarm system issues, including a pull station failure and replacement of a damaged smoke detector.
 - c. Athletic fields are in generally good condition; recent repairs were completed, and additional leveling work is planned to address safety concerns.
 - d. HVAC systems required minor repairs, including work on a unit serving the weight room; issue is expected to be resolved.
 - e. Exterior maintenance projects are planned, including building painting and districtwide use of an aerial lift for maintenance work; community support was noted for upcoming tree trimming during spring break.
 - f. A Board member inquired about roof leaks at RCCS and requested additional information.
 - g. Superintendent will provide a follow-up report on roof leak repairs at a future meeting.
 - 2. Special Education Quarterly Report – Robin Haddock, Special Education Director
 - a. Reported 109 students (20.8%) are receiving special education services districtwide, exceeding the state funding cap of 11%.
 - b. Highland Elementary serves 47 students, with additional students in the referral process; RCCS serves 43 students, also with ongoing referrals.
 - c. Noted a small number of students receive services through homeschool or online programs.
 - d. Announced transition to full-time Special Education Director role to support districtwide program oversight.
 - e. Reported staffing updates, including the addition of a new special education teacher and continued schedule adjustments for instructional assistants to meet student needs.
 - f. Emphasized that the program continues to adapt to meet student needs while complying with state and federal requirements.
 - g. A Board member inquired about the number of students receiving services through homeschool/online programs; clarification was provided.
 - h. Board discussion occurred regarding staffing levels, substitute needs, and recall processes for instructional assistants.
 - i. Administration noted the need to ensure sustainable funding before adding positions and emphasized a cautious approach due to enrollment trends
 - 3. Legislative Update
 - a. Superintendent reported on the recent Oregon legislative short session, noting approximately 300 bills were considered, with several impacting K–12 education.

- b. State budget adjustments were made in response to federal impacts; overall K–12 funding was maintained without program cuts, though state agencies may face reductions.
- c. Noted that the Education Stability Fund and Rainy Day Fund were not utilized, with legislators likely reserving funds for future biennium needs.
- d. Reported that funding historically directed to education was partially redirected to support a state-backed loan, potentially reducing future distributions to school districts.
- e. Board members inquired about the use and interest earnings of the Education Stability Fund and rationale for not releasing funds.
- f. Additional questions were raised regarding state funding decisions and long-term impacts on school districts.
- g. Superintendent will seek clarification and provide follow-up information at a future meeting.

X. COMMUNITY COMMENTS (District Policy BDDH)

- A. Community comment procedures were followed in accordance with District Policy BDDH
- B. Board Chair read a letter of apology from the Board to district staff regarding comments made during the February 11, 2026, meeting, reaffirming expectations for respectful public comment.
- C. RCCS Vice Principal invited Board members to visit classrooms, providing available dates and offering to follow up electronically for scheduling.

XI. 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 February 11, 2026
- B. Accept ODE Grant #40083 – Early Indicator and Intervention System Grant 2025-2026
- C. Accept Certified/Licensed New Hire
 - 1. Shawn Guerrero, Electives Teacher, Jr/Sr High School
 - 2. Susan Fenton, Special Education Teacher, Jr/Sr High School
- D. Accept Certified/Licensed Separation
 - 1. Sandra McDuffy, Dean of Students, Jr/Sr High School
- E. Accept Donations:
 - 1. Clothing items (socks, hoodies, jeans, and a jacket) from The Wooden Indian to support students at both the elementary and Jr/Sr High School.
 - 2. \$150 Colleen Foltz Memorial donation from Michael & Kathleen Nielsen to support student nutrition.
 - 3. High School track & field equipment valued at \$970 from the Reedsport Boosters Association.
 - 4. Replacement softball bats valued at \$736.71 from the Reedsport Boosters Association.
 - 5. Contribution toward Hudl services from the Reedsport Boosters Association in the amount of \$4,000 for the remainder of the 25/26 school year.

6. Universal gym equipment from Kathleen Miller valued at \$2,000 to equip the staff workout room at the elementary school.
 7. Clothing items (pants and hoodies) from The Wooden Indian to support students at both the elementary and Jr/Sr High School.
 8. Outdoor fitness equipment valued at \$8,182.89, donated through the City of Reedsport and funded by a Dunes Family Health Care community health grant, to be installed at Barrone Park. Clemens Construction will complete installation. Ongoing maintenance responsibilities will remain with the School District.
- F. Bob Morin made a motion to approve Consent Agenda items A through D as presented. Kim Clardy seconded. Vote: Yes 5 (Bonnie Booher, Kim Clardy, Bob Morin, Cindy Phillips and Chris Vaughn), No 0. Approved.
- G. Chris Vaughn made a motion to approve Consent Agenda item E (Donations) as presented. Bob Morin seconded. Vote: Yes 5 (Bonnie Booher, Kim Clardy, Bob Morin, Cindy Phillips and Chris Vaughn), No 0. Approved.

XII. ACTION

- A. Approve Softball Coop with North Bend High School
1. Bob Morin made a motion to approve the softball coop with North Bend High School. Cindy Phillips seconded. Vote: Yes 5 (Bonnie Booher, Kim Clardy, Bob Morin, Cindy Phillips and Chris Vaughn), No 0. Approved.
- B. Approve 2026-2027 Licensed Personnel Action for Contract Renewal, Non-Renewal and Extension
1. Bob Morin made a motion to approve the 2026-2027 Licensed Personnel Action for Contract Renewal, Non-Renewal and Extension. Kim Clardy seconded. Vote: Yes 5 (Bonnie Booher, Kim Clardy, Bob Morin, Cindy Phillips and Chris Vaughn), No 0. Approved.
- C. Reject All Offers Received for the Mini Split RFP
1. The Findings of Fact:
 - a. Findings of the Reedsport School District LCRB:
 - OAR 137-047-0650(2)(b): The prices presented by the offerors exceed the District's allocated budget and/or do not justify acceptance at this time.
 - OAR 137-047-0650(2)(a) & (c): The District has identified a need to clarify and modify the Scope of Work to provide more comprehensive information to potential bidders. The District believes that the original Solicitation Document lacked sufficient detail to ensure a fully competitive and clear procurement process.
 2. Bob Morin made a motion that the Board, acting as the Local Contract Review Board (LCRB), reject all proposals received for the Mini-Split Installation RFP (Mini Split Installation Project, RFP #000126) and further move to authorize the Superintendent to re-scope the project and re-issue a solicitation in accordance with the findings of the District. Kim Clardy seconded. Vote: Yes 5 (Bonnie Booher, Kim Clardy, Bob Morin, Cindy Phillips and Chris Vaughn), No 0. Approved.
- D. Security Fencing RFP (Acknowledgement – No Motion)
1. The Board, acting as the Local Contract Review Board, acknowledged that zero bids were received for the Security Fencing Installation Project (RFP #000226) and authorized staff to reissue a revised solicitation.
 2. No formal motion or vote was taken.

XIII. DISCUSSION

- A. Review Enrollment Work Session and Next Steps
 - 1. Keep Charter or Transition to Public District?
 - a. Board reviewed enrollment work session outcomes and strategies to address declining enrollment, including charter status, online options, and marketing efforts
 - b. Board discussed continuing charter status, noting the value of operational flexibility; no change was recommended at this time
 - c. Board discussed statewide and regional enrollment declines, with demographic trends and school choice identified as contributing factors
 - 2. Robust and User Friendly In-District Online Options
 - a. Administration reported exploration of expanded in-district online learning options and alternative program models to retain and attract students
 - b. Board discussed the importance of academic performance, student engagement, and program offerings as key factors in enrollment stability
 - c. Board inquired about online program options, enrollment trends by grade level, and comparisons to other districts
 - 3. Marketing to Attract Families and Promote Career and Technical Education (CTE)
 - a. Board discussed potential strategies such as career-connected learning, CTE opportunities, and extracurricular programs to increase student and family interest.
 - b. Board inquired about marketing efforts, parent perceptions, and program offerings that influence enrollment decisions
 - c. Board will continue to explore strategies through strategic planning and future discussions
- B. Oregon Government Ethics Commission (OGEC) Statement of Economic Interest (SEI)
 - 1. Board reviewed OGEC SEI filing requirements and deadlines
- C. Staff Appreciation Lunch on March 30 & 31, 2026
 - 1. Board reviewed plans for staff appreciation lunches.

XIV. COMMUNITY COMMENTS

Community comment procedures were followed in accordance with District Policy BDDH.

XV. BOARD MEMBER COMMENTS

- A. Kim Clardy shared appreciation for the recent REEF dinner, noting strong attendance and recognition of a graduate speaker.
- B. Bonnie Booher extended well wishes to staff and community for an upcoming spring break.

XVI. FUTURE AGENDAS

- A. March 23 – 27, 2026 – District Closed for Spring Break
- B. Monday, March 30, 2026 – Board provide Staff Appreciation Lunch @ RCCS
- C. Tuesday, March 31, 2026 – Board provide Staff Appreciation Lunch @ HES
- D. Wednesday, April 8, 2026 – Board Work Session @ 5:00 PM / Board Meeting @ 5:30 PM
- E. Wednesday, May 13, 2026 – 1st Budget Committee Meeting @ 4:00 PM
- F. Wednesday, May 13, 2026 – Board Work Session @ 5:00 PM / Board Meeting @ 5:30 PM

G. Wednesday, May 20, 2026 – 2nd Budget Committee Meeting @ 5:00 PM

XVII. ADJOURN REGULAR SESSION @ 7:38 PM

Next School Board Meeting: Wednesday, April 8, 2026 @ 5:30 PM

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

			
Bonnie Booher, Board Chair	Date	Jon Zwemke, Superintendent	Date