

SEASIDE SCHOOL DISTRICT 10

Regular Meeting of the Board of Directors - Minutes

Tuesday, March 15, 2022, 6:00 pm

Secondary School Library, 2600 Spruce Drive, Suite 200, Seaside and virtual via ZOOM

PRESENT:

Board Members: In-Person: Brian Taylor, Michelle Hawken, Shannon Swedenborg, Mark Truax, Chris Corder, Sondra Gomez.

Administration: In-Person: Superintendent Susan Penrod, Assistant Superintendent Sarah Shields, Business Manager Toni Vandershule, Principals Jeff Roberts and Juli Wozniak. Assistant Principals, Jeremy Catt, Jason Boyd, Wendy Crozier, and Brandon Larson.

Others: In Person: IT Specialist Greg Dotson, Executive Assistant Leslie Garvin, and SEA President Chad Clouse. Zoom: Brian Hardabeck, Ryan Hull, Grace Bruncke, Nissa Roberts, Kathy Kleczek, RJ Marx, Jenny Edwards, and Jason Kraushaar.

1. CALL TO ORDER

Chair Brian Taylor called the Regular Meeting of the Board to order and explained how to make a request for public comment. A quorum of the Board was present.

2. AGENDA REVIEW

A request was made by Superintendent Penrod to add four items to the agenda:

- Updated letters (2) regarding Toni Paino's retirement/rehire to replace the letters in packet – recommended for consent agenda.
- Employment action for Amber Schwegman (2022-2023) – recommended for consent agenda.
- Request for Robotics overnight trip – recommended for action items.

Michelle Hawken **MOVED, SECONDED** by Sondra Gomez to approve the agenda, with the inclusion of the additional items as requested.

The MOTION CARRIED (6-0).

3. CORRESPONDENCE

A letter from American Fidelity, regarding section 125 billing processing times was entered into the record.

4. DELEGATIONS/GUESTS

None

5. CONSENT AGENDA

Consent agenda items are distributed to Board members in advance for study, and enacted with a single motion.

Michelle Hawken **MOVED, SECONDED** by Shannon Swedenborg, to approve the Consent Agenda, with the approved additions of:

- Updated letters (2) regarding Toni Paino's retirement/rehire to replace the letters in packet.
- Employment action for Amber Schwegman.

The MOTION CARRIED (6-0).

Consent Agenda items:

- A. Approve Minutes of the February 7, 2022 Special Meeting - Exhibit A
- B. Approve Minutes of the February 16, 2022 Regular Session - Exhibit B
- C. Approve Check Listing - Exhibit C
- D. Approve Routine Personnel Items
 1. Retirement/Toni Paino/Elementary Teacher - Exhibit D
 2. Re-Hire/Toni Paino/Elementary Teacher - Exhibit E
 3. Resignation/Jessica Garrigues/Elementary Teacher - Exhibit F
 4. Resignation/Ami Hirsch/Elementary Teacher - Exhibit G
 5. Resignation/Jeremy Hirsch/Middle School Teacher - Exhibit H
 6. Extended Duty Employment/Carrie Cool – K-5 STEM Coordinator - Exhibit I
 7. Employment/Kimberly Boggs/Elementary Intervention Teacher - Exhibit J
 8. Coaching Employment - Exhibit K
 - Roman Martinez – MS Head Track Coach/2021-2022
 - Charles Neal III – HS Volunteer Track Coach/2021-2022
 - Andrew Gooch – HS Volunteer Boys Golf Coach/2021-2022
 - Caleb Overcast – HS Head Girls Soccer Coach/2022-2023
 9. Volunteer Coach Resignation/John Kawasoe - Exhibit L
- E. Gift Approval/Anonymous Beach Books Gift Certificate - Exhibit M
- F. Second Reading/Policy Adoption/Section G: Personnel - Exhibit N
 1. GA: Personnel Policy Goals
 2. GAA: Personnel: Definitions
 3. GAB: Job Descriptions
 4. GBA: Equal Employment Opportunity
 5. GBA-AR: Veteran' Preference
 6. GBB: Staff Involvement in Decision Making
 7. GBC: Staff Ethics
 8. GBC-AR: Staff Ethics
 9. GBCA: Staff Religious Dress
 10. GBCA-AR: Staff Religious Dress
 11. GBCBA: Alcohol/Marijuana/Controlled Substance Use
 12. GBCC: Employee Assistance Program
 13. GBD: Board Staff Communications
 14. GBDA: Mother Friendly Workplace
 15. GBDA: Expression of Milk or Breast-feed in the Workplace
 16. GBE: Staff Health and Safety
 17. GBEA: Workplace Harassment
 18. GBEA-AR: Workplace Harassment Reporting and Procedure
 19. GBEB: Communicable Diseases – Staff
 20. GBEB-AR: Communicable Diseases – Staff
 21. GBEB: Staff – HIV, AIDS, and Hepatitis B (HBV)

22. GBEBAA: Hepatitis B (HBV)/Bloodborne Pathogens
23. GBEB/JHCCC/EBBAA: Infection Control – HIV, HBV, HCV
24. GBEC: Drug-Free Workplace
25. GBEC: Drug-Free Workplace
26. GBED: Medical Examinations
27. GBEDA: Drug and Alcohol Testing and Record Query – Transportation Personnel
28. GBEDA-AR: Drug and Alcohol Testing and Record Query – Transportation Personnel
29. GBF: Staff Participation in Community Activities
30. GBG: Staff Participation in Political Activities
31. GBH/JECAC: Staff/Student/Parent Relations
32. GBHA: Parental Relationship
33. GBI: Gifts and Solicitations
34. GBI-AR: Internet-Based, Crowd Funding Solicitation
35. GBI/JL: Gifts and Solicitations
36. GBK/KGC: Prohibited Use, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems
37. GBL: Personnel Records
38. GBL: Personnel Records
39. GBM: Staff Complaints
40. GBMA: Whistleblower
41. GBN/JBA: Sexual Harassment
42. GBN/JBA: Sexual Harassment
43. GBN/JBA-AR: Sexual Harassment Complaint Procedure
44. GBN/JBA-AR(1): Oregon Sexual harassment Complaint Procedure
45. GBNA: Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying – Staff
46. GBNA-AR: Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying Reporting Procedures – Staff
47. GBNAA/JHFF: Suspected Sexual Conduct with Students and Reporting Requirements
48. GBNAA/JHFF-AR: Suspected Sexual Conduct Report Procedures and Forms
49. GBNAB/JHFE: Suspected Abuse of a Child Reporting Requirements
50. GBNAB/JHFE-AR(1): Reporting of Suspected Abuse of a Child
51. GBNAB/JHFE-AR(2): Abuse of a Child Investigations Conducted on District Premises
52. GC: Licensed Staff Positions
53. GCAA: Standards for Competent and Ethical Performance of Oregon Educators
54. GCAB/GDAB: Personal Electronic Devices and Social Media - Staff
55. GCBDA/GDBDA: Family Medical Leave
56. GCBDA/GDBDA-AR: Federal Family and Medical Leave/State Family Medical Leave
57. GCBDA/GDBDA-AR(1): Federal Family and Medical Leave/State Family Medical Leave
58. GCBDA/GDBDA-AR(2): Application for Family Medical Leave
59. GCBDA/GDBDA-AR(3): Certification of Health Care Provider Form
60. GCBDB/GDBDB: Early Return to Work
61. GCBDC/GDBDC: Domestic Violence, Harassment, Sexual Assault, or Stalking Leave
62. GCBDC/GDBDC-AR: Request for Domestic Violence, Harassment, Sexual Assault, or Stalking Leave
63. GCBDD/GDBDD: Sick Time
64. GCBDE/GDBDE: Military Leave of Absence
65. GCC: Recruitment of Licensed Staff
66. GCDGCC-AR: Licensed Staff Hiring
67. GCI/GDI: Assignments and Transfers
68. GCL: Staff Development – Licensed
69. GCL-AR: Staff Development – Licensed
70. GCN: Evaluation of Licensed Staff

71. GCN: Evaluation of Staff – Licensed
72. GCPB/GDPB: Resignation of Staff
73. GCPC: Retirement of Licensed Staff
74. GCPC/GDPC: Retirement of Staff
75. GCPE: Hearings Before the Board
76. GCQA/GDQA: Nonschool Employment
77. GCQAB: Tutoring for Pay
78. GCQB: Research
79. GCQBA: Copyrights and Patents
80. GCQC: Exchange Teaching
81. GCQE: Student Teachers
82. GD: Classified Staff
83. GDA: Instructional Assistants
84. GDC: Recruitment of Classified Staff
85. GDIA: Notice of Employment – Classified Staff
86. GDN – Evaluation of Classified Staff
87. GDN-AR: Evaluation of Classified Staff: Procedures
88. GDPB: Resignation of Classified Employees
89. GDPC: Retirement of Classified Employees
90. GDQA: Nonschool Employment

6. **PUBLIC COMMENT**

Kathy Kleczek with Safe Routes to School reminded folks about the open comment period ending soon. Superintendent Penrod noted that the deadline for comments has been extended through April 8, 2022.

7. **ACTION ITEMS**

A. **Interdistrict Transfers - Exhibit O**

Superintendent Penrod explained that each year, administration makes a recommendation to the Board for the number of interdistrict transfers. The numbers for 2022-2023 remain the same as recent years, with transfers only being accepted for grades 9-12.

Chris Corder **MOVED, SECONDED** by Michelle Hawken to approve the interdistrict transfer numbers, with zero students for grades K-8 and twenty students for grades 9-12.

The MOTION CARRIED (6-0).

B. **Budget Committee Appointment** – Exhibit P

Superintendent Penrod noted that Tony Wozniak completed the application for the Budget Committee vacancy. No other applications were received.

Mark Truax **MOVED, SECONDED** by Michelle Hawken to appoint Tony Wozniak to the vacant position on the Budget Committee.

The MOTION CARRIED (6-0).

C. **Robotics Overnight Trip**

Superintendent Penrod explained that the robotics team will be moving forward in their competition; she asked robotics coach Toni Vandershule to report.

Vandershule said that the team made it to the semi-finals and if we do well over spring break we will qualify for districts. After that, the team may qualify for world.

Mark Truax **MOVED, SECONDED** by Michelle Hawken to approve the request for robotics overnight trips.

Member Corder asked how this is funded. Vandershule responded that robotics has some sponsors and a healthy ASB account.

The MOTION CARRIED (6-0)

8. **REPORTS AND DISCUSSION**

A. **Softball Field Update** – Brian Hardabeck

Hardabeck reported that he and the design team have been busy doing due diligence on the site survey and geotechnical exploration. They are waiting on lab results and the survey map. Once those are received, in about three weeks, a report will be presented to the Board for review.

B. **Superintendent Report** – Susan Penrod

Superintendent Penrod shared a presentation (attached).

Member Hawken asked how often Clatsop Behavioral Health is at the schools. Principal Jeff Roberts reported that CBH counselors are at the secondary school full time, every day.

C. **Administrative Reports**

Jeff Roberts – noted that today was like the first day of school; without masks it was a different vibe, it was fantastic, a good day! It was great to see peoples' smiles. Videos were shared in colloquium about being kind, basketball finished up their season, and spring sports have started. Roberts also reported that we are learning about our new facilities and noted that with the recent wind storm, the wind was strong enough at the field that it blew some very heavy track mats over the fence.

Brandon Larson – also noted that it was a good day and felt like a fresh start. He thanked Nurse Tobi Boyd and Health Assistant Meghan McKeown for all of their hard work with contact tracing.

Wendy Crozier – noted that last week was classified staff appreciation week at the secondary school, and she gave a shout out to them. She is looking forward to more in-person activities and is working on planning for State testing.

Juli Wozniak - thanked the Board, noting that it has been a long two years and she appreciates their support and service. She reported on the impressive work done on PRE trails and invited folks to come take a walk. Next week salmon will be released.

Jeremy Catt – also thanked the Board, noting that their support is seen and valued by our community and staff. He also noted the trail improvements (a positive outcome of Covid).

Sarah Shields – reported on continuing work on curriculum and working with the admin team on budgeting for next year.

D. **Charter School Report** – Ryan Hull

Hull noted that he loves being a part of the district and thanked the Board for their service. He thanked Leslie Garvin for her help with a report card issue this week and reported that CBA students raised over \$2000 for the American Heart Association.

E. **SEA/OSEA Reports – Chad Clouse**

Clouse reported that he agreed with what administrators said; today there was a different feel in the schools and he felt things seem to be going in the right direction.

F. **Student Representative Report**

None

9. **POLICIES – FIRST READ**

Policies that are scheduled for first reading are included in the Board meeting packet. Staff Members will not formally present the first reading of policies, unless the Board requests information that is not already included in the Board meeting packet. If no public comments or questions are received regarding these policies during the review period, they may be placed on the consent agenda for approval during the next regular meeting.

A. Section K: District-Community Relations - Exhibit O

1. KA/KAA: District Community Relations Goals and Objectives
2. KAB: Parental Rights
3. KAB-AR: Parental Rights
4. KBA: Public Records
5. KBA-AR(v1): Public Records
6. KBA-AR(v2): Public Records
7. KBCA: News Releases
8. KBCB: Press Conferences and Interviews
9. KBCE: Sports and Special Events News Coverage
10. KBE: Political Campaigns
11. KC: Community Involvement in Decision Making
12. KGA: Public Sales on District Property
13. KGB: Public Conduct on District Property
14. KGC/GBK: Prohibited Use, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems
15. KH: public Gifts to the District
16. KI: Public Solicitation in District Facilities
17. KJA: Materials Distribution
18. KJB: Signs and Banners
19. KK: Visitors to District Facilities
20. KL: Public Complaints
21. KL-AR(1): Public Complaint Procedure
22. KL-AR(2)(v1): Appeal to the Deputy Superintendent of Public Instruction
23. KL-AR(2)(v2): Appeal to the Deputy Superintendent of Public Instruction
24. KLB: Public Complaints About the Curriculum or Instructional Materials
25. KLB-AR: Controversial Issues and Instructional Materials
26. KN: Relations with Law Enforcement Agencies
27. KN-AR(1): Relations with Law Enforcement Agencies
28. KN-AR(2): Investigations Conducted on District Premises
29. LBD: Relations with Home-Schooled Students
30. LBE: Public Charter Schools
31. LBE-AR(v1): Public Charter Schools

32. LBE-AR(v2): Public Charter Schools
33. LGA: Compliance with Standards
34. LGA-AR: Public Appeals and Complaints about Alleged Violations of Standards
35. LGA-AR: Direct Appeals to the State Superintendent of Public Instruction about Alleged Violation of Standard

10. **INFORMATION**

A. Classified Employment Activity

1. **Resignations**

Cassandra Peon-Joli – Educational Assistant/Preschool

Recess Regular Session – 5 minute break

11. **EXECUTIVE SESSION**

A. ORS 192.660(2)(i): Superintendent Evaluation Work Session

Reconvene Regular Session

12. **ADJOURN REGULAR SESSION**

13. **NEXT MEETING OF THE BOARD OF DIRECTORS**

- Tuesday, April 19, 2022 – Regular Session

Leslie Garvin
Executive Assistant