

## SEASIDE SCHOOL DISTRICT 10

### Regular Meeting of the Board of Directors - Minutes

Tuesday, April 19, 2022, immediately following the 6:00 pm Budget Committee Meeting  
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, Brian Owen. Absent: Sondra Gomez.
- Administration: In-Person: Superintendent Susan Penrod, Assistant Superintendent Sarah Shields, Business Manager Toni Vandershule, Principal Juli Wozniak. Assistant Principals, Jason Boyd and Brandon Larson. Director of Special Services Jenny Risner.
- Others: In Person: IT Specialist Greg Dotson, Executive Assistant Leslie Garvin, SEA President Chad Clouse, Katharine LaCaze, Nancy McCune. Zoom: Ryan Hull, Sarah Spalding, Wendy's S21, Kathy Kleczek, Melissa's iPhone, AJ Wahl, Jenny Edwards, Chuck, Erin Miller, Josh Modin, Brian Hardebeck, Curt Penrod, Chuck Albright, Jessica Wood, Lillian Taylor.

#### 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 two items to the agenda:

- Employment action - Resignation of Molly Albright
- Employment action – Resignation of Kimberly Barnes-Beckham

Mark Truax **MOVED, SECONDED** by Shannon Swedenborg to approve the agenda, with the inclusion of the additional items as requested.

**The MOTION CARRIED (6-0).**

#### 3. CORRESPONDENCE

None

#### 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 Brian Owen, to approve the Consent Agenda, with the approved additions of:

- Employment action - Resignation of Molly Albright
- Employment action – Resignation of Kimberly Barnes-Beckham

**The MOTION CARRIED (6-0).**

**Consent Agenda items:**

- A. Approve Minutes of the March 8, 2022 Special Meeting
- B. Approve Minutes of the March 15, 2022 Regular Session
- C. Approve Check Listing
- D. Approve Routine Personnel Items
  - 1. Employment 2022-23/Mike Hawes - 0.5 FTE HS Social Studies Teacher
  - 2. Employment 2022-23/Jarom Bowles - 1.0 FTE HS Industrial Arts/Woodshop Teacher
  - 3. Resignation/Laurie Dougherty - Instructional Coach
  - 4. Resignation/Danielle Pike - Elementary Teacher
  - 5. Resignation/Madison Beck – Elementary Teacher
- E. Gift Approval/Larry Haskell/\$2000 for the Arts
- F. Job Descriptions
  - 1. Maintenance Supervisor/Revised
  - 2. Custodian/Revised
- G. Section K: District-Community Relations
  - 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

6. **PUBLIC COMMENT**

None.

7. **ACTION ITEMS**

A. **Policy – Community Use of District Facilities** – Exhibit M

- 1.KG: Community Use of District Facilities(v1)/Delete
- 2.KG: Community Use of District Facilities(v2)/Adopt
- 3.KG-AR: Community Use of District Facilities(v1)/Delete
- 4.KG-AR: Community Use of District Facilities(v2)/Adopt

Superintendent Penrod explained that as part of our policy rewrite, and because we are in new facilities, these policies were reviewed. We reviewed other districts of similar size and locations, as well as meeting with Board Members Brian Owen and Chris Corder who are members of the Strategic and Operational Planning Committee. In policy KG classifications of users have been added to clarify an area that has had some confusion in the past. Policy KG-AR reflects updated fees and our new buildings. We worked on a balance, of fees being affordable and covering our minimum costs.

Member Corder asked if fees for staffing are figured based on time needed. Penrod answered yes.

Corder asked why overnight use is not available for Class C. Penrod responded that overnights are meant for school groups and others who can't afford it otherwise.

Mark Truax **MOVED, SECONDED** by Chris Corder to approve policy's KG and KG-AR, as presented.

**The MOTION CARRIED (6-0).**

B. **Pacific Ridge Trail Proposal/Wellness Committee** – Exhibit N

Superintendent Penrod reviewed the proposal submitted by the Wellness Committee to build a structure near the retention pond. She explained that the committee will need to work with the City for permitting. Penrod noted that the committee met with her and Chuck Loesch regarding this project.

Member Corder asked where the Pacific Ridge trail is. Penrod explained that the trail runs mostly through the woods around the school. Members of the Board interjected bits of information about the trail.

Member Truax said that he would like to see a site plan of where the structure is located in reference to the pond, noting that we can't risk interfering with the work done on the pond. Member Owen concurred.

Corder asked if we know how much they have to spend, and asked if we have any type of “design review” process for buildings on our property. He mentioned the option of metal roofing.

Chair Taylor noted that he likes the idea but feels that the Board needs more information.

Truax said that with brand new properties, maybe it is time for a process to be put in place for review of projects.

Michelle Hawken **MOVED, SECONDED** by Brian Owen to request additional information from the Wellness Committee prior to moving forward with this project.

**The MOTION CARRIED (6-0).**

C. **Juneteenth Holiday**

Superintendent Penrod explained that there is a new national holiday – Juneteenth, which marks the end of slavery. She noted that we have the option to add this as a paid holiday or an unpaid holiday and that we need to consider this calendar year, as well as moving forward. Penrod noted that staff groups usually working on this day in June are custodians, administrators, supervisory and confidential.

Shannon Swedenborg **MOVED, SECONDED** by Michelle Hawken to make Juneteenth a paid holiday for staff.

Member Corder asked when the last time was that a paid holiday was added. Truax said it was probably MLK day.

Corder asked what other districts are doing. Penrod said that it varied.

Leslie Garvin requested for clarification of the motion, asking if the intention is to make Juneteenth a paid holiday *this* calendar year, *and* moving forward. Member Swedenborg confirmed that is the intention of her motion. Member Hawken, who seconded, conferred.

**The MOTION CARRIED (6-0)**

D. **District Calendar 2022-2023** – Exhibit O

Superintendent Penrod explained that there was a collaborative process with leadership and building staff to develop the calendar. She noted the addition of two half days in August for new teacher orientation, and the continued inclusion of “grading days”.

Mark Truax **MOVED, SECONDED** by Michelle Hawken to approve the 2022-2023 District Calendar, as presented.

**The MOTION CARRIED (6-0).**

E. **Softball Field**

Project Manager Brian Hardebeck began, reviewing that in February the Board took action to authorize investigations at Wahanna Field for softball field development. The wetlands and geotech reports have been done and the results are disappointing. The results do not recommend moving forward with this site. Hardebeck continued, noting there is a large silt layer which would not take loading well or be stable. Based on findings, we would like to move on.

Lead Designer Josh Modin agreed the geotech reports were not good. Soil is poor, creating much higher costs and an unsafe playing surface.

Hardebeck summarized that the recommendation is to discontinue investigation at Wahanna site and move forward with our second choice, Broadway Field. If a site survey shows that a field would fit, we would like to move forward there. Hardebeck projected a site plan of Broadway Field (attached). Benefits of this site are that there are already amenities and parking on site.

Member Corder asked if simple math had been done to see if a field will fit. He said that he would hate to see us spend more money if the field won't fit.

Modin noted that Broadway Field is still in the investigatory phase, saying that we want to do this right. He said he understands what Corder is saying, but there are many things to look at.

Corder asked if discussion about the North Forty is out. Penrod said that it is not out of the discussion.

Modin said that a "quick and dirty" layout has been done at the North Forty and he projected the layout (attached). He noted that it would be expensive.

Chair Taylor noted that the North Forty would require an IGA with the City. Penrod added that she has had conversations with the City and they are open to it.

Member Owen stated that as he understands it, Broadway Field would be most economical. Modin responded that this is correct, in addition it seems to be most desirable.

There was discussion about exploring both Broadway Field and the North Forty simultaneously.

Michelle Hawken **MOVED, SECONDED** by Brian Owen to stop investigation of Wahanna Field and move forward with surveys at both Broadway Field and the North Forty simultaneously, with a focus on Broadway Field, but if Broadway doesn't work we can move forward with the North Forty.

Corder asked what the estimated cost difference is. Modin and Hardebeck responded that it could be a one million dollar difference.

**The MOTION CARRIED (6-0).**

**8. REPORTS AND DISCUSSION**

**A. Administrative Reports**

**Juli Wozniak** – reported on lots of activity at school including a spring concert and elementary actors participating in the spring play.

**Jason Boyd** – reported on the spring play at Coaster Theatre, State testing, FBLA finishing top three in the State, first track meet at new facility and parent conferences.

**Jenny Risner** – reported on Clatsop County career fair and hiring season.

**Sarah Shields** – reported on professional development work with secondary teachers.

- B. **Charter School Report** – Ryan Hull  
Hull reported on a book blast fundraiser, earth day tree planting, battle of the books, Oregon art day and State testing.
- C. **SEA/OSEA Reports – Chad Clouse**  
Clouse talked about the great work the Wellness Committee is doing, great spring field trips and congratulated FBLA.
- D. **Student Representative Report** – Lilli Taylor  
Taylor reported on planning for spring week and prom.

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 E: Support Services - Exhibit P
  - 36. EBBB: Injury/Illness Reports
  - 37. EEAE: Student Transportation in Private Vehicle
  - 38. EF: Management of Food Services
  - 39. EFA: Local Wellness Program
  - 40. EFA-AR: Local Wellness Program
  - 41. EFAA: District Nutrition and Food Services
  - 42. EFAA-AR: Reimbursable School Meals
  - 43. EFD: Food Preparation
- B. Section G: Personnel - Exhibit Q
  - 44. GBH/JECAC-AR: Parental/Family Relationship
  - 45. GCDA/GDDA: Criminal Records Checks and Fingerprinting
  - 46. GCDA/GDDA-AR: Criminal Records Checks and Fingerprinting
  - 47. GCPD: Discipline and Dismissal of Licensed Staff
  - 48. GCPD-AR: Discipline and Dismissal of Licensed Staff
  - 49. GDPD: Suspension and Dismissal of Classified Employees
  - 50. GDPD-AR: Suspension and Dismissal of Classified Employees
- C. Section I: Instruction - Exhibit R
  - 51. IGBHE: Expanded Options Program
  - 52. IGBHE-AR: Annual Expanded Options Program Notification
  - 53. IICC: Volunteers
- D. Section J: Students - Exhibit S
  - 54. JEC-AR: School Admissions
  - 55. JECB-AR(1): Admission of Nonresident Students
  - 56. JECB-AR(2): Request for Nonresident Student Admission-Interdistrict Transfer
  - 57. JECB-AR(3): Application for Nonresident Student Admission-Tuition Students
  - 58. JECB-AR(4): Request for Interdistrict Transfer Out of Resident District
  - 59. JECDA: Transcript Evaluation
  - 60. JECDA-AR: Transcript Evaluation Procedures
  - 61. JECE: Student Withdrawal From School
  - 62. JFCG-AR: Discipline for Use, Possession, Distribution or Sale of Tobacco Products or Inhalant Delivery Systems
  - 63. JFCHA: Use of Alcohol for Cooking

E. Section K-L: District-Community Relations - Exhibit T

64. KJ: Commercial Advertising

65. KJ-AR: Commercial Advertising

10. **INFORMATION**

A. Classified Employment Activity

1. Transfer

Hannah James – from Educational Assistant/Title 1A/Code 7/0.40 FTE to Educational Assistant/Preschool/Code 8/0.88 FTE, temporary

2. Retirement

Mike Johnson – Substitute Custodian

3. Resignation

Haily Reckmann – Assistant Cook

*Recess Regular Session – 5 minute break*

11. **EXECUTIVE SESSION**

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

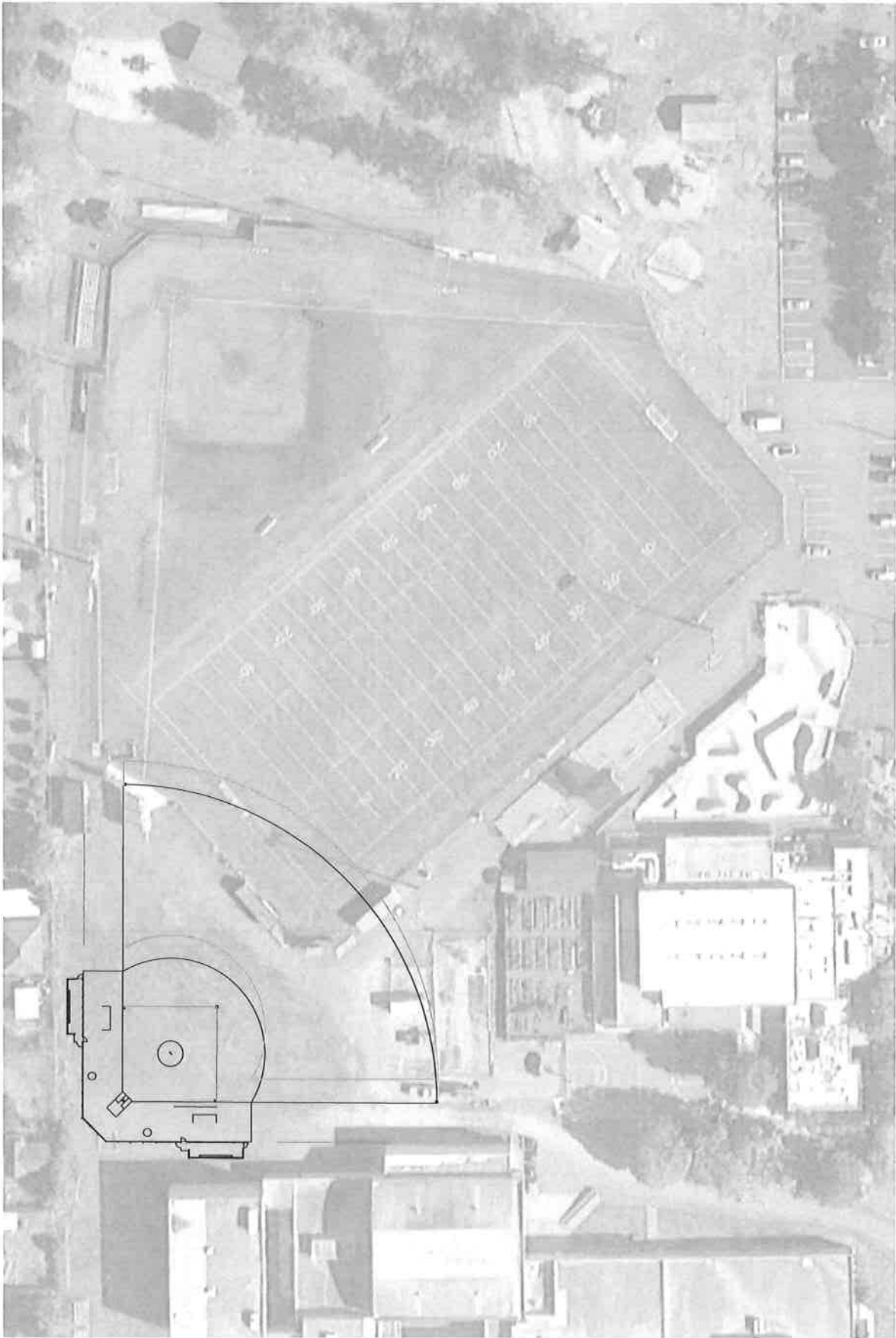
*Reconvene Regular Session*

12. **ADJOURN REGULAR SESSION**

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

- Tuesday, May 19, 2022 – Regular Session

Leslie Garvin  
Executive Assistant



SEASIDE SOFTBALL:  
BROADWAY PARK

0' 30' 60' 12

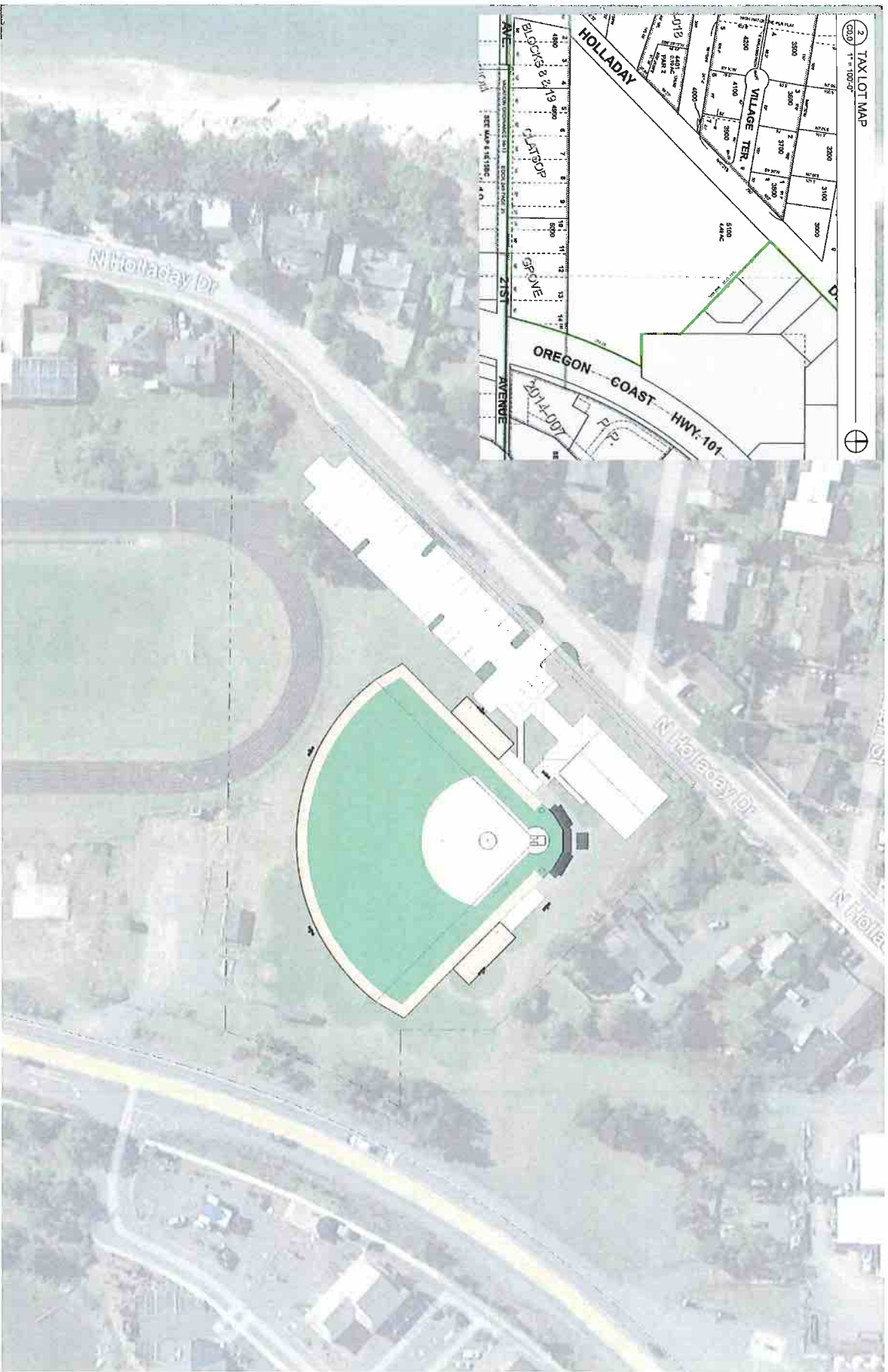


1" = 60'-0"



ONE INCH EQUALS FULL SCALE

1 SITE PLAN  
CSD 1" = 400'



2 TAX LOT MAP  
CSD 1" = 100'



SITE PLAN

C0.0

SCHEMATIC

APPROVAL BY:	DATE:
PROJECT NO.:	4-2723-21
DRAWN:	
DATE:	
DATE:	3.8.22

**ZCS**  
 ZACHRY CONSULTANTS  
 ARCHITECTURE  
 154 Main Street, Suite 2, Oregon City  
 Oregon 97138 | 503.655.2222

SEASIDE SCHOOL DISTRICT  
 2850 SPRUCE DRIVE, SUITE 00  
 SEASIDE, OR 97138

**SOFTBALL FIELD  
 NORTH 40 OPTIO**