

SEASIDE SCHOOL DISTRICT 10

Regular Meeting of the Board of Directors - Minutes

Tuesday, July 18, 2023, 6:00 pm

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

PRESENT:

Board Members: In-Person: Brian Taylor, Kevin LaCoste, Shannon Swedenborg, Chris Corder, Brian Owen and Michelle Hawken. Absent: Sondra Gomez.

Administration: In-Person: Superintendent Susan Penrod, Business Manager Toni Vandershule.

Staff: In Person: Technology Supervisor Jack Walker, Executive Assistant Leslie Garvin.

Others: In Person: Brian Hardebeck, and Abby Sourwine. Via Zoom: Julia, Rebecca Norden-Bright.

1. CALL TO ORDER – 6:02 pm

Chair Brian Taylor called the Regular Meeting of the Board to order. A quorum of the Board was present.

2. PLEDGE OF ALLEGIANCE

3. SWEARING IN OF NEWLY ELECTED BOARD OFFICERS

Newly elected board member Kevin LaCoste, along with re-elected members Shannon Swedenborg, and Chris Corder, stood and were sworn into office. It was noted that re-elected member Sondra Gomez will be sworn in at the August meeting of the Board.

4. ELECTION OF 2023-2024 OFFICERS

Chair Taylor called for nominations for Board Chair.

Michelle Hawken **MOVED, SECONDED** by Brian Owen to nominate Brian Taylor for Board Chair.

Chair Taylor asked if there were any other nominations.

Kevin LaCoste **MOVED** to nominate Chris Corder for Board Chair. There being no second, the motion failed.

There being no further nominations for Board Chair, a vote was called for the nomination of Brian Taylor for Board Chair.

The MOTION CARRIED (6-0)

Chair Taylor called for nominations for Vice Chair.

Kevin LaCoste **MOVED, SECONDED** by Brian Owen to nominate Chris Corder for Vice Chair.

Chair Taylor asked if there were any other nominations.

Michelle Hawken **MOVED** to nominate Shannon Swedenborg for Board Vice Chair. There being no second, the motion failed.

There being no further nominations for Vice Chair, a vote was called for the nomination of Chris Corder for Board Vice Chair.

The MOTION CARRIED (6-0)

5. **AGENDA REVIEW**

6. **CORRESPONDENCE** – None

7. **DELEGATIONS AND GUESTS**

Chair Taylor welcomed Brian Hardebeck. He also welcomed Abby Sourwine, new reporter with the Astorian.

8. **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, as presented.

The MOTION CARRIED (6-0)

Consent Agenda Items:

- A. **Approve the Minutes of the April 3, 2023 Goals Work Session** - Exhibit A
- B. **Approve the Minutes of the June 20, 2023 Regular Session** - Exhibit B
- C. **Approve the Minutes of the June 27, 2023 Special Session** - Exhibit C
- D. **Check Listing** (document distributed at meeting)

9. **PUBLIC COMMENT** - None

10. **ACTION ITEMS**

- A. **2023-2024 Designations** – Exhibit D
Superintendent Penrod reviewed the Designations document.

Michelle Hawken **MOVED, SECONDED** by Kevin LaCoste to approve the 2023-2024 Designations.

The MOTION CARRIED (6-0)

- B. **Cannon Beach Academy (CBA) Contract** – Exhibit E

Superintendent Penrod noted that the Board has already approved the Charter for CBA, and that this is the contract document, which has been worked on by us and CBA. She noted that it has been vetted by our legal counsel.

Kevin LaCoste asked how the Charter School works and how funding works.

Superintendent Penrod briefly explained how Charter Schools work and that the CBA is a District sponsored charter school.

Business Manager Toni Vandershule explained that although we are not in the State School Fund, we do use that formula to calculate funding for the charter school.

Michelle Hawken **MOVED, SECONDED** by Shannon Swedenborg to approve the Cannon Beach Academy Contract document.

The MOTION CARRIED (6-0)

C. Employment Contracts

Superintendent Penrod noted that as per policy BBAA and for transparency, contracts must be approved by the Board.

1. Superintendent Contract – Exhibit F

Michelle Hawken **MOVED, SECONDED** by Shannon Swedenborg to approve the Superintendent Contract.

The MOTION CARRIED (6-0)

2. Business Manager Contract – Exhibit G

Brian Owen **MOVED, SECONDED** by Michelle Hawken to approve the Business Manager Contract.

The MOTION CARRIED (6-0)

3. Administrative Contract/2023-2024 Salary Schedule – Exhibit H

Superintendent Penrod noted that the three year contract is not new, but the 2023-2024 salary schedule is an update to the contract. She noted that the increase is consistent with the licensed contract.

Member Kevin LaCoste asked how much the increase was. Penrod said it was a 3% COLA raise. She noted that there are five steps on the schedule; once staff are passed step five they just get the COLA raise each year. Chair Taylor noted that a lot of our Principals are not on this schedule (because they have been here a long time). Member LaCoste asked if they get a step every year. Penrod said yes, it is every year, until they are out of steps.

Michelle Hawken **MOVED, SECONDED** by Brian Owen to approve the Administrative Salary schedule for 2023-2024.

Member Hawken asked for an explanation of the Honored Salaries (appendix B). Penrod said that a couple of years ago an effort was made to develop an administrative salary schedule to be able to fairly and equitably place new staff. The honored amounts are salaries that had been negotiated prior to developing this salary schedule.

Member Corder asked how we compare to other districts. Penrod answered that we are within an average range. She said we want to be competitive and that we are in line with Astoria and a little higher than Warrenton.

Corder asked if a new administrator would come in at step one. Penrod said that it would depend on their years of experience, which could place someone at a higher step.

The MOTION CARRIED (6-0)

4. **Confidential/Supervisory Work Agreement** – Exhibit I

Penrod noted that members of this group are not part of a collective bargaining agreement and are all twelve month employees. This agreement was developed last year.

Michelle Hawken **MOVED, SECONDED** by Shannon Swedenborg to approve Confidential/Supervisory Work Agreement, as presented.

The MOTION CARRIED (6-0)

5. **Health Specialist Contract** – Exhibit J

Superintendent Penrod noted that this is a new contract. The Health Specialist is in a unique position so they were removed from the Confidential work agreement. Member LaCoste asked if there were any changes. Penrod noted that the number of work days is less than last year.

Michelle Hawken **MOVED, SECONDED** by Kevin LaCoste to approve the Health Specialist Contract, as presented.

The MOTION CARRIED (6-0)

6. **Seaside Education Association MOA/Professional Compensation** – Exhibit K

Superintendent Penrod explained that this has come from our desire to hire experienced staff. Previously, we only offered up to eight years of experience credit for new licensed staff. This allows up to fourteen years of experience credit for new licensed hires. Chair Taylor noted that this request was made by our Principals. Penrod confirmed that this request came from our administrators.

Swedenborg asked if this will affect current staff. Penrod said it will affect four or five staff hired last year, but will not be retroactive.

Corder asked if we know where the previous eight step limit came from.

There was a question from Chair Taylor about whether there should be a motion on the floor to continue the conversation. It was noted that clarifying questions may be asked of staff prior to a motion, but that comments or discussion regarding whether action will be taken on something may not be made unless an active motion has been made.

Penrod answered Corder's clarifying question, saying the eight step limit has been in the contract for a long time and she does not know its original origin.

Michelle Hawken **MOVED, SECONDED** by Shannon Swedenborg to approve the Seaside Education Association MOA for Professional Compensation, as presented.

Member Corder said he is proud of our Principals for bringing this forward.

The MOTION CARRIED (6-0)

D. **Superintendent Committees and Board Priorities** – Exhibit L

Superintendent Penrod noted that these are not new, but Board action will formalize Board priorities and solidify Board Committees.

Chris Corder **MOVED, SECONDED** by Michelle Hawken to approve the Superintendent/Board Committees and Board Priorities.

The MOTION CARRIED (6-0)

11. REPORTS AND DISCUSSION

A. Softball Field Report

Project Manager Brian Hardebeck began by reviewing a Broadway Field Softball Project Update 07/18/2023 slide presentation (attached).

In regard to the Field Turf proposal, Hardebeck noted that the proposal was withdrawn. He noted this gives the District the opportunity to pause and explore other procurement methods for the project. Hardebeck said that the team is recommending the CMGC method to move forward. Hardebeck moved to slide two, which outlines the CMGC process.

Member Kevin LaCoste interjected, saying he is new to this and asked about the scope of the project. Hardebeck explained that the project is a response to a Title IX complaint, the resolution document was signed in 2021, and it has gone through sixteen months of public hearings, including with the City Council and Planning Commission. He said the total remaining budget is about five million and the two buildings referred to are the “crow’s nest” and the Hersche Family Training Facility, which needs to be moved. Hardebeck said there is also a foul ball retention system included.

Hardebeck continued with his presentation noting that this will create a lag in the project schedule, but will provide more time for the design team to work on the project. He also noted the timeline and plan for softball season 2024 on slide three of the presentation.

Member Hawken asked, when we originally sought bids, were there a lot of bids that came in. Hardebeck explained that the original coop bid was from Field Turf and they did not disclose all of the subcontractor bids. With the CMGC process it will go out for competitive bids/pricing. He said there will be more opportunity to keep some of the subcontractor work local. Penrod stated that she is thankful that we went ahead with re-turfing Broadway Field, which solved some of the OCR issues.

Chair Taylor re-stated the issue for clarity – “we had a contractor, they backed out at the eleventh hour, and we have to change what we are doing”. Hardebeck confirmed that this is correct.

Member Corder asked if there were any penalties for the delay. Hardebeck said there are not. Swedenborg asked if we are meeting our timeline. Penrod confirmed that the original deadline was June 2023. She noted that we have been sending updates to OCR but they are so delayed in reviewing plans/updates that their only response has been to confirm receipt of updates. Penrod said she is not concerned about penalties.

Member Hawken asked if there are softball lines on the field. Hardebeck said there are not. There was discussion about temporary lines and home plate options for the 2024 season.

Chair Taylor asked about fencing and whether we will have the final fence in by the 2024 season. Hardebeck reported that this is currently being reviewed. He said the fencing system is expensive and other options are being explored. There was general discussion about fencing and options for temporary field markings for the 2024 softball season.

Superintendent Penrod said this has been disappointing. She noted that we have a responsibility to the taxpayers to get the best quality product at the most reasonable price, while giving our students the best long-term field. She said this [CMGC] is the best route in these circumstances. Member Corder said he feels we need to make sure the make-shift field meets safety standards, and not just do the minimum.

Member Corder asked if we have costs for moving the building. Hardebeck answered no. Member LaCoste asked if the budget is still five million. Penrod responded that there is 6.8 million in the Capital Improvements budget, not just for the softball field, but for turfing up here too. Corder asked what specifically lost us the contract. Hardebeck said it was moving the Hersche building. He explained that it is outside of Field Turf's regular scope and with multiple layers of contractor markups that led the number to be in excess of what we anticipated. He continued, noting that in addition Field Turf underwriters did not support this part of the project.

Superintendent Penrod asked Hardebeck to discuss the challenges of getting bids here on the coast. Hardebeck spoke about the differences in union and open shops, the labor shortage, and the cost differentials here at the coast.

Member Corder asked if moving the building has become a big hurdle. Hardebeck said no, it is still the same scope, it is just that Field Turf's underwriters would not support it because it is outside the scope of their normal work. Superintendent Penrod noted that Emmert International is still interested.

Corder asked what happens if we can't afford this, with increased costs. He wondered if we should be looking at other options, saying that we don't have to build a new field, we have to have a compliant field. Corder said he would like to know more about the costs of moving the building, and he would like to know if it makes sense to seriously consider improving the current field.

Superintendent Penrod suggested that the Board have a Work Session to review the OCR agreement and requirements. It was agreed that a Work Session will be scheduled prior to the August Board meeting. LaCoste spoke about his desire to look at all the options, since we have more time. Member Owen said he feels it would be advantageous for LaCoste to be involved in the CMGC process. Penrod said she will email documents out to Board members for review and a Work Session will be scheduled.

Penrod noted that Field Turf will be doing an onsite training for the movable mound with SEPRD staff and SSD staff.

B. Superintendent's Report

Superintendent Penrod reported that our Summer Lunch program is in full swing at SEPRD. As Leslie passed out Board Binders, Penrod said, it has been a goal of ours, to create this resource for Board members. She thanked Leslie for bringing this all together, and brought the Boards attention specifically to the new Organizational chart included in the binder. Board Members thanked Susan and Leslie for this great resource.

C. SEA/OSEA Reports - none

12. GOOD OF THE ORDER

The Board was reminded that the annual Back to School Breakfast will be on Monday, August 28 and it is traditional for Board Members to attend.

Penrod also noted that we will have a New Teacher Luncheon on Thursday, August 24 and the Board is encouraged to attend. Member Hawken said that she thinks the new teachers really appreciate Board Members being there.

13. ADJOURN REGULAR SESSION – 7:39 pm

14. NEXT MEETING OF THE BOARD OF DIRECTORS

- Tuesday, August 15, 2023 – Regular Meeting of the Board

Leslie Garvin
Executive Assistant