

## SEASIDE SCHOOL DISTRICT 10

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

Tuesday, April 20, 2021, immediately following the 6:00 pm Budget Committee Meeting  
*Virtual via ZOOM*

#### PRESENT:

Board Members: Mark Truax, Brian Taylor, Sondra Gomez, Shannon Swedenborg, Lori Lum, Brian Owen, Michelle Wunderlich.

Administration: Superintendent Susan Penrod, Business Manager Justine Hill, Principals Jeff Roberts and Juli Wozniak, Assistant Principals Jason Boyd, Steve Sherren, Jeremy Catt, and Brandon Larson, CBA Director Amy Fredrickson, Special Services Director Lynne Griffin.

Others: RJ Marx, Jim Henry, Don Mespelt, Betsy Mahoney, Chad Clouse, Chuck Albright, Erin Miller, Cash Miles, Jenny Edwards, Jessica Smith, Jim Henry, John Edwards, Katherine/NCLC, Melissa Rigby, Mrs. Munoz, Nissa Roberts, Sarah Spalding, Suzy Wintjen, Tamra Taylor, 503-440-8097, 503-717-3727, 503-739-7337

#### 1. Call to Order

Chair Mark Truax called the Regular Meeting of the Board to order at 7:34 pm. A quorum of the Board was present.

#### 2. Agenda Review

Brian Taylor made a motion to amend the agenda to include in the consent agenda, a recommendation to hire for Kate Manship and also to rescind the letter of retirement from Suzi Regan. The motion was seconded by Lori Lum.

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

#### 3. Consent Agenda

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

Brian Taylor MOVED, SECONDED by Brian Owen, to approve the Consent Agenda, with approved modifications.

**The MOTION CARRIED (0-7).**

Consent Agenda items were as follows:

- A. Approve Minutes of the March 16, 2021 Regular Meeting
- B. Approve Check Listing
- C. Approve Routine Personnel Matters
  1. Resignation of Terry Dahlgren/Secondary Band Teacher
  2. Employment of Summer School Coordinator/Cate Blakesley
  3. Employment of High School Coaches
    - Assistant (Head) Track/Krystal Pike
    - Assistant Softball/Allison Bussert
    - JV Softball/Amy Lair
    - Assistant Basketball/Ross Knutsen

- JV Baseball/Nick Nelson
  - Strength & Conditioning (spring)/Chris Carter
  - Volunteer Track/Claire Penrod
  - Volunteer Track/Charles Neal III
  - Volunteer Track/Matt Johnson
  - Volunteer Baseball/Roscoe Moorehead
  - Volunteer Boys Basketball/Chris Palmer
4. Resignation of Audrey McGuire/Elementary Teacher
  5. Employment of Adal 'Roman' Martinez/HS Health & PE
- D. Approve Policies/Section A, Section B, and ECACA
1. AC: Nondiscrimination ..... Exhibit I
  2. AC-AR: Discrimination Complaint Procedure.....Exhibit J
  3. ACA: Americans With Disabilities Act ..... Exhibit K
  4. AD: Educational Philosophy (Delete) ..... Exhibit L
  5. AE: District Goals..... Exhibit M
  6. BB: Board Legal Status ..... Exhibit N
  7. BBA: Board Powers and Duties ..... Exhibit O
  8. BBAA: Individual Board Member's Authority and Responsibilities .....Exhibit P
  9. BBB: Board Elections..... Exhibit Q
  10. BBBA: Board Member Qualification.....Exhibit R
  11. BBBB: Board Member Oath of Office..... Exhibit S
  12. BBC: Board Member Resignation..... Exhibit T
  13. BBD: Board Member Removal from Office ..... Exhibit U
  14. BBE: Vacancies on the Board .....Exhibit V
  15. BBF: Board Member Ethics (Delete) ..... Exhibit W
  16. BBF: Board Member Standards of Conduct .....Exhibit X
  17. BBFA: Board Member Ethics and Conflicts of Interest ..... Exhibit Y
  18. BBFB: Board Member Ethics and Nepotism ..... Exhibit Z
  19. BBFC: Reporting of Suspected Abuse of a Child ..... Exhibit AA
  20. BC/BCA: Board Organization/Board Organizational Meeting..... Exhibit AB
  21. BCB: Board Officers ..... Exhibit AC
  22. BCD: Board-Superintendent Relationship..... Exhibit AD
  23. BCE: Board Committees .....Exhibit AE
  24. BCF: Advisory Committees to the Board.....Exhibit AF
  25. BCH: Consultants to the Board (Delete) ..... Exhibit AG
  26. BD/BDA: Board Meetings..... Exhibit AH
  27. BDB: Special and Emergency Board Meetings (Delete) .....Exhibit AI
  28. BDC: Executive Sessions..... Exhibit AJ
  29. BDD: Board Meeting Procedures ..... Exhibit AK
  30. BDDA: Notification of Board Meetings (Delete) .....Exhibit AL
  31. BDDC: Board Meeting Agendas ..... Exhibit AM
  32. BDDG: Minutes of Board Meetings..... Exhibit AN
  33. BF: Policy Development ..... Exhibit AO
  34. BFC: Adoption and Revision of Policies..... Exhibit AP
  35. BFCA: Administrative Regulations (AR).....Exhibit AQ
  36. BFD: Board Policy Implementation ..... Exhibit AR
  37. BFE: Administration in the Absence of Policy .....Exhibit AS
  38. BFF: Suspension of Policies .....Exhibit AT
  39. BFG: Board Policy Review (Delete) ..... Exhibit AU
  40. BG: Board-Staff Communications ..... Exhibit AV
  41. BHA: Orientation of New Board Members ..... Exhibit AW
  42. BHB: Board Member Development ..... Exhibit AX

- 43. BHD: Board Member Compensation and Expense Reimbursement ....Exhibit AY
- 44. BHE: Board Member Liability Insurance .....Exhibit AZ
- 45. BI: Board Legislative Program ..... Exhibit BA
- 46. ECACA: Radio Frequency Identification Device ..... Exhibit BB

Board Chari Mark Truax noted that one of the employment actions tonight was the retirement of Terry Dahlgren. He expressed that Terry is terrific and will be greatly missed.

Secondary Principal Jeff Roberts concurred that it will be hard to follow Terry, and this will be a significant loss to our school district.

4. **General Public Comment**

No requests to address the Board were received.

5. **Action Items**

A. **Revision to District Calendar/Secondary Conferences** – Exhibit BC

Secondary Principal Jeff Roberts noted that he wasn't sure how spring conferences didn't make it onto the calendar, that it was an unintentional omission.

Brian Taylor MOVED, SECONDED by Sondra Gomez to approve the recommended addition of spring secondary parent teacher conferences to the District Calendar

**The MOTION CARRIED (0-7)**

B. **Change Order #1 and Retention Release** – Exhibit BD

Project Manager Jim Henry explained that Hoffman has approached the District with Change Order #1. This is associated with some contract and insurance issues. Coverage needs to be extended past the original fall 2020 completion date. Some additional work has been requested by the District.

Brian Taylor MOVED, SECONDED by Michelle Wunderlich to approve Change Order #1 and Retention Release, pending receipt of the Final Request and Surety Consent, and designate Superintendent Penrod to approve/sign the final Change Order and Retention Request following submission.

**The MOTION CARRIED (0-7)**

C. **New Job Descriptions** – Exhibits BE, BF, BG

Superintendent Penrod explained that there are three new job descriptions before the Board: Business Manager, Food Service Supervisor, and Summer School Coordinator.

Brian Taylor MOVED, SECONDED BY Michelle Wunderlich to approve all three job descriptions as presented.

**The MOTION CARRIED (0-7)**

D. **District Calendar 2021-2022** – Exhibit BH

Superintendent Penrod explained that the 2021-2022 District Calendar is very similar to calendars of the past. Some differences are in elementary parent teacher conferences; Principal Wozniak worked with her team on this and they determined to do mid-term conferences.

Brian Taylor MOVED, SECONCED by Lori Lum to approve the 2021-2022 District Calendar as presented

**The MOTION CARRIED (0-7)**

**6. Reports and Discussion**

**A. GO Bond Update**

Project Manager Jim Henry gave a slide presentation (attached) which reviewed progress since last month. Of note is work on the retention pond, landscape plantings, and staff and students “field testing” the new buildings.

**B. Superintendent’s Report**

Superintendent Penrod presented a report, with updates on Covid cases, vaccines, and statewide assessments (attached). Penrod noted that the County will be moving into the High Risk category, beginning on Friday, but this will not affect schools. Clatsop County will be sharing information about listening sessions regarding vaccines for children. It was noted that there has been a lot of discussion about Statewide Assessments. ODE was waiting to see if testing would be waived – it was not. There will be an adjusted schedule this year, and tests are shortened.

Brian Owen asked, for Online Thrive and CDL is there any opportunity for those students to take assessments.

Penrod answered that this is just one test among many assessments. Students will not be brought in for the Statewide Assessment, but will participate in other assessments.

**C. Administrative Reports**

**Jeff Roberts** reported on the new outdoor area at the secondary school, the purchase of a food cart (partnership with Culinary Arts & Business classes), construction of outdoor tables by Construction classes, the importance of mask wearing by spectators at events, work on hiring for open positions next year, new tradition at the HS with ‘Senior Rock’, Cheer team first place award, Ellie Jesberger first place in solo ensemble choir. Roberts thanked Business Manager Justine Hill for her service to this District, noting she always had the students of our district first.

**Jason Boyd** reported on the Adams’ Family musical, and also thanked Justine Hill, saying he appreciates her loyalty and support of our students.

**Steve Sherren** reported that a letter is being sent out to families which outlines options for State testing. He also echoed the sentiments about Terry Dahlgren retiring and thanked Justine Hill for being a great colleague.

**Brandon Larson** reported on spring STAR testing, work to assess learning loss and how to catch students up. He also expressed his appreciation for Justine and the time that she has taken with him in his first year.

**Juli Wozniak** expressed thanks to Justine for her service and said that she will be missed. She also reported on trail system work, hiring for next year, and work to welcome kinder families for next year.

**Jeremy Catt** reported on the pick-up and drop-off improvements and 5<sup>th</sup> graders working as crossing guards. He also expressed that Justine is a treasure and that he will miss her counseling, costumes, and her dedication.

**Lynne Griffin** expressed that planning for next year is going well. Superintendent Penrod thanked Griffin for her hard work on the Consortium.

**D. Charter School Report**

Director Amy Fredrickson reported on work for Kinder Connect, hiring a part-time EA, and students back in-person.

**E. SEA/OSEA Reports**

SEA representative Chuck Albright expressed, from the SEA perspective, how valuable Justine Hill has been. He noted that she has helped countless teachers and that her counsel will be missed. Albright also noted that he looks forward to beginning the negotiations process.

OSEA – none

**F. Student Representative Reports**

None

**7. Policies – Presented for First Reading**

**A. Section C: General Administration**

1. CA: Administration Goals .....Exhibit BI
2. CB: Superintendent ..... Exhibit BJ
3. CBA: Qualifications and Duties of the Superintendent.....Exhibit BK
4. CBB: Recruitment and Appointment of the Superintendent ..... Exhibit BL
5. CBC: Superintendent’s Contract..... Exhibit BM
6. CBE: Superintendent’s Continuing Professional Development..... Exhibit BN
7. CBF: Superintendent’s Consulting Activity..... Exhibit BO
8. CBG: Evaluation of the Superintendent .....Exhibit BP
9. CC: Administrative Organization ..... Exhibit BQ
10. CCA: Organizational Chart ..... Exhibit BR
11. CCB: Line and Staff Relations .....Exhibit BS
12. CCG: Evaluation of Administrators.....Exhibit BT
13. CHCA: Handbooks ..... Exhibit BU
14. CHD: Administration in Absence of Policy ..... Exhibit BV
15. CI: Temporary Administrative Arrangements ..... Exhibit BW
16. CPA: Layoff/Recall – Administrative Personnel.....Exhibit BX

**8. Information**

**A. Administrative Regulation Updates – For Information**

1. 1.ACA-AR: Americans with Disabilities Act (Delete).....Exhibit BY
2. ACA-AR(1): Americans with Disabilities Act (Replace) .....Exhibit BZ
3. ACA-AR(2): ADA Grievance Procedure ..... Exhibit CA
4. ACA-AR: ADA and Section 504 Compliance Notice (Delete) .....Exhibit CB
5. CPA-AR: Layoff/Recall – Administrative Personnel .....Exhibit CC

**Chair Mark Truax** thanked the PRE team for their hard work on the logistics of having students back in-person. He also thanked Justine Hill from the bottom of his heart for all she has done to advocate for our kids.

Brian Taylor thanked Justine for always being available to answer questions and help.

There being no further business, the regular Board meeting was adjourned.

Next meeting, Tuesday, May 18, 2021 – Regular Session, immediately following the 6:00 pm Budget Committee Meeting.

Leslie Garvin - Executive Assistant