

SEASIDE SCHOOL DISTRICT 10  
Regular Meeting of the Board of Directors  
Tuesday, August 20, 2019, 6 pm  
District Administration Office  
1801 South Franklin Street, Seaside, Oregon

**PRESENT:**

- Board Members: Brian Taylor, Michelle Wunderlich, Shannon Swedenborg, Hugh Stelson, Lori Lum.
- Administration: Superintendent Sheila Roley, Assistant Superintendent Susan Penrod, Business Manager Justine Hill; Principals, Jeff Roberts, Natalie Osburn, Juli Wozniak; Assistant Principals, Jeremy Catt, Jason Boyd; Director of Special Services Lynne Griffin.
- Guests: Chuck Albright, Jim Henry, Lucy Kleiner, Tamra Taylor, Jessica Smith, Dennis Roley, Sam Steidel.

**CALL TO ORDER**

Vice-Chair Brian Taylor called the August 20, 2019 meeting of the Board of Directors of Seaside School District 10 to order.

**ESTABLISH QUORUM**

A quorum of the Board was present.

**DELEGATIONS/GUESTS**

Vice-Chair Brian Taylor welcomed the guests attending the meeting and explained the procedure for bringing a subject before the Board.

**APPROVAL OF MINUTES** – Exhibit A and Exhibit B

- 8-1 A motion to approve the minutes of the June 18, 2019 Regular meeting of the Board of Directors, as presented, was made by Michelle Wunderlich and seconded by Hugh Stelson. The motion carried unanimously.
- 8-2 A motion to approve the minutes of the July 10, 2019 Special meeting of the Board of Directors, as presented, was made by Michelle Wunderlich and seconded by Shannon Swedenborg. The motion carried unanimously.

**CORRESPONDENCE** – Exhibit C

A letter from the Cannon Beach History Center was presented.

**CHECK LISTING AND APPROVAL** – Exhibit D

Hugh Stelson asked about the outstanding food service payment. Roley explained that the increase in the annual outstanding food service charges is largely a result of a change in the law that was implemented a couple of years ago, that prohibits schools from communicating directly with students about their food service accounts.

- 8-3 A motion for approval of payment of the bills submitted on the check listing (Exhibit D) was made by Hugh Stelson and seconded by Lori Lum. The motion carried unanimously.

## **ACTION ITEMS**

### Election of 2019-2020 Board Officers

- 8-4 A motion nominating Mark Truax as Chair of the Board was made by Michelle Wunderlich and seconded by Shannon Swedenborg. It was asked if there were any other nominations for Board Chair. There were none.
- 8-5 A motion to close the nominations and cast unanimous vote for Mark Truax as Chair of the Board was made by Michelle Wunderlich and seconded by Shannon Swedenborg. The motion carried unanimously.

Vice-Chair Brian Taylor called for nominations for Board Vice-Chair.

- 8-6 A motion nominating Brian Taylor as Vice-Chair of the Board was made by Michelle Wunderlich and seconded by Lori Lum. It was asked if there were any other nominations for Board Chair. There were none.
- 8-7 A motion to close the nominations and cast unanimous vote for Brian Taylor as Vice-Chair of the Board was made by Michelle Wunderlich and seconded by Lori Lum. The motion carried unanimously.

### **PERSONNEL** — *Board Member Shannon Swedenborg*

#### Employment: Gearhart Elementary Counselor/Kaile Jones – Exhibit E

- 8-8 A motion was made by Shannon Swedenborg and seconded by Michelle Wunderlich for approval of the recommendation submitted by Elementary Principal Juli Wozniak for the above listed position for the 2019-2020 school year. The motion carried unanimously.

#### Employment: Seaside Heights Elementary 4<sup>th</sup> Grade Teacher/Anders Erik Anderson – Exhibit F

- 8-9 A motion was made by Shannon Swedenborg and seconded by Lori Lum for approval of the recommendation submitted by Elementary Principal Juli Wozniak for the above listed position for the 2019-2020 school year. The motion carried unanimously.

#### Employment: Broadway Middle School Temporary Math Teacher/Rachel Gaetano – Exhibit G

- 8-10 A motion was made by Shannon Swedenborg and seconded by Lori Lum for approval of the recommendation submitted by Broadway Middle School Principal Natalie Osburn for the above listed position for the 2019-2020 school year. The motion carried unanimously.

#### Employment: Seaside High School Athletic Director/Aaron Tanabe – Exhibit H

- 8-11 A motion was made by Shannon Swedenborg and seconded by Lori Lum for approval of the recommendation submitted by Seaside High School Principal Jeff Roberts for the above listed position for the 2019-2020 school year. The motion carried unanimously.

#### Employment: Seaside High School Volunteer Coach/Jeremy Hirsch – Exhibit I

- 8-12 A motion was made by Shannon Swedenborg and seconded by Michelle Wunderlich for approval of the recommendation submitted by Seaside High School Principal Jeff Roberts

and Athletic Director Aaron Tanabe for the above listed position for the 2019-2020 school year. The motion carried unanimously.

Employment: Seaside High School Extended Duty – Exhibit J

Drama – Susan Baertlein & Ann Susee (0.5/0.5 FTE split)  
Activities Coordinator (ASB) – Jim Poetsch & Anne Lynes (0.5/0.5 FTE split)  
FBLA – Mike Verhulst  
STEM/Robotics – Toni Vandershule  
Choir – Kimber Parker  
Band – Terry Dahlgren  
High School Success Team Lead – Ann Susee  
Culinary/ProStart – Chelsea Archibald

- 8-13 A motion was made by Shannon Swedenborg and seconded by Hugh Stelson for approval of the recommendation submitted by Seaside High School Principal Jeff Roberts for the above listed extended duty positions for the 2019-2020 school year. The motion carried unanimously.

Employment: Broadway Middle School Extended Duty – Exhibit K

Team Leader – Annie Forman  
Team Leader – Shelby Gagnon  
Yearbook Advisor – Angie Bice

- 8-14 A motion was made by Shannon Swedenborg and seconded by Lori Lum for approval of the recommendation submitted by Broadway Middle School Principal Natalie Osburn for the above listed extended duty positions for the 2019-2020 school year. The motion carried unanimously.

Employment: Broadway Middle School SPED Teacher/Melissa Munoz

- 8-15 A motion was made by Shannon Swedenborg and seconded by Michelle Wunderlich for approval of the recommendation submitted by Broadway Middle School Principal Natalie Osburn for the above listed position for the 2019-2020 school year. The motion carried unanimously.

Employment: Broadway Middle School 8<sup>th</sup> Grade Volleyball Coach/Kelly Truax-Taylor

- 8-16 A motion was made by Shannon Swedenborg and seconded by Lori Lum for approval of the recommendation submitted by Broadway Middle School Assistant Principal Steve Sherren for the above listed position for the 2019-2020 school year. The motion carried unanimously, with Brian Taylor recusing himself from the vote.

Employment: Seaside High School Volunteer Girls Soccer Coach/David Bailey

- 8-17 A motion was made by Shannon Swedenborg and seconded by Michelle Wunderlich for approval of the recommendation submitted by Seaside High School Principal Jeff Roberts and Athletic Director Aaron Tanabe for the above listed position for the 2019-2020 school year. The motion carried unanimously.

Employment: Seaside High School Assistant Girls Soccer Coach/Peter Shepherd

- 8-18 A motion was made by Shannon Swedenborg and seconded by Michelle Wunderlich for approval of the recommendation submitted by Seaside High School Principal Jeff Roberts

and Athletic Director Aaron Tanabe for the above listed position for the 2019-2020 school year. The motion carried unanimously.

#### Swim Team Co-Op Agreement – Exhibit L

Superintendent Roley explained that because of the size of Warrenton High School, and the fact that they do not have a pool in their community, OSAA allows them to combine with our athletes on the Seaside High School swim team. This agreement is renewed each year.

8-19 A motion was made by Hugh Stelson and seconded by Michelle Wunderlich to approve the Swim Team Co-Op agreement as presented. The motion carried unanimously.

#### **TRANSPORTATION** – *Board member Michelle Wunderlich*

#### Bus Purchase – Exhibit M

Michelle Wunderlich, Chair of the Transportation Committee, described the difference between a “regular” school bus and an “activity” bus. They look the same from the outside, but the interior of an activity bus has roomier seats, overhead storage and other features that make them more comfortable for longer trips or larger people. It can also be used for regular routes. Wunderlich indicated that the Transportation Committee is recommending the purchase.

8-20 A motion was made by Shannon Swedenborg and seconded by Lori Lum to approve the purchase of an activity bus. The motion carried unanimously.

#### Emergency Procurement – Exhibit N

Business Manager Justine Hill explained that there was a leak in the fire system at the Heights Elementary that caused flooding in a classroom. Fire Systems West was able to respond immediately and due to the emergency nature of the situation there was no time for a bid process. Insurance will cover the amounts not shown in the document provided. The leak was not related to construction activity and will not affect the timeline for that project.

8-21 A motion was made by Michelle Wunderlich and seconded by Shannon Swedenborg to approve the emergency expense, as presented. The motion carried unanimously.

#### **POLICY** — *Board Member Hugh Stelson*

#### Policy Updates – Exhibit O through Exhibit U

Policy Committee Chair Hugh Stelson briefly reviewed the work of the Policy Committee in evaluating the proposed policy updates. He explained that, for the most part, they are changes needed to keep up with current law and that they are based on the suggested model policies produced by OSBA

JHFDA – Suspension of Driving Privileges (DELETE)  
JHFDA-AR(1) – Request for Suspended Driving Privilege (DELETE)  
JHFDA-AR(2) – Notice of Withdrawal (DELETE)  
GCDA/GDDA – Criminal Records Checks and Fingerprinting (UPDATE)  
GCDA/GDDA-AR – Criminal Records Checks and Fingerprinting (UPDATE)  
JFCG/GBK/KGC – Tobacco-Free Environment (REPEAL/DELETE)  
GBK/KGC & KGC/GBK – Prohibited Use, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems  
JFCG/JFCH/JFCI – Use of Tobacco Products, Alcohol, Drugs or Inhalant Delivery Systems (UPDATE)

JFCG/JFCH/JFCI-AR – Alcohol, Tobacco and/or other Drugs (REPEAL/DELETE)  
JFCG-AR – Discipline for Use, Possession, Distribution or Sale of Tobacco products or  
Inhalant Delivery Systems (ADOPT)

- 8-22 A motion to approve the policy changes, including Exhibit O through Exhibit U, as presented, was made by Hugh Stelson and seconded by Lori Lum. The motion carried unanimously.

Strategic Plan Annual Adoption – Exhibit V

Superintendent Roley explained that the Board will be presented with an update each year, with new indicators, baselines, and targets for the coming year. Roley spoke to how much has been learned over the last year and how much work has been done. Roley then reviewed the document (exhibit V);

- Goal 1, Indicator 1: As presented in exhibit
- Goal 1, Indicator 2: Elementary is well defined, but more work needs to be done on how to measure for 6-12.
- Goal 1, Indicator 3: Targets for grade 3 are set. Targets for grade 6 and grade 9 need re-testing for a number of reasons. We will come back to the Board, in October, with more accurate numbers once re-testing has been done.
- Goal 2, Indicator 1: As presented in exhibit.
- Goal 2, Indicator 2: As presented in exhibit. A survey of students and staff suggested improving communication, supplementing funds for professional development time, and continuing work on our Wellness program.
- Goal 2, Indicator 3: As presented in exhibit.

- 8-23 A motion was made by Hugh Stelson and seconded by Michelle Wunderlich to approve the 2019/2020 Strategic Plan Targets as presented. The motion carried unanimously.

**BUILDING AND GROUNDS** – *Board Member Brian Taylor*

Proposal to Purchase Cannon Beach Elementary Property – Exhibit W

Building and Grounds Committee Chair Brian Taylor reviewed the proposal from the City of Cannon Beach. Superintendent Roley spoke about conversations with City Manager Bruce St Dennis over the last couple of weeks. Mayor of Cannon Beach Sam Steidel spoke about the City's desire for the property and work on community partnerships in regard to the property.

- 8-24 A motions was made by Lori Lum and seconded by Michelle Wunderlich to authorize the Superintendent to negotiate and approve a sales contract for purchase of the Cannon Beach Elementary property by the City of Cannon Beach, based on a total purchase price of \$400,000. The motion carried unanimously.

**REPORTS, DISCUSSION, AND INFORMATION**

Mandatory Reporting

Superintendent Roley explained that a change in law has made School Board members Mandatory Reporters of child abuse and neglect. The printed information the District already provides for employees, along with the on-line training on child abuse and neglect will be sent out in the next week to all Board Members.

## GO Bond Project Update

Project Manager Jim Henry showed the latest drone video footage. Milestones this month are start of roof installation, reservoir work, and GMP approval.

August targets are to get Heights parking area done for the opening of school, get Bid Package 2 completed, and continue work with the real estate group on sale of properties.

Hoffman was a great help with the fire system leak and T. Bailey is the contractor chosen by the City for the reservoir project.

At the middle/high school steel is being installed, utility work is under way, soil prep is being readied for hydro seeding. Project still on track to open in the fall of 2020.

Jessica Smith commented on the large trucks using Broadway Street – Henry explained that some sub-contractors are making this choice. Shannon Swedenborg asked about the play area at the Heights and whether it will be ready for the start of school – Henry explained that there continues to be a play area that will be available for students.

## Administrators

Principals Natalie Osburn, Juli Wozniak and Jeff Roberts, Assistant Principals Jeremy Catt and Jason Boyd, and Special Services Director Lynne Griffin provided the Board with reports on various activities and subjects (e.g. kudos to Summer Meals staff, great custodial work over summer, staff changes, fall athletics, Kindercamp, PBIS, Open House, new hires).

Tamra Taylor with our food service provider Chartwell commented on the work Chartwell is doing in regard to trade mitigation issues, primarily affecting availability of locally sourced fruit.

## OEA

Chuck Albright welcomed new Assistant Superintendent Susan Penrod. He commented on new building reps and looking forward to upcoming contract negotiations.

## **OTHER**

Tamra Taylor with our food service provider Chartwell commented on the work Chartwell is doing in regard to trade mitigation issues, primarily affecting availability of locally sourced fruit.

Brian Taylor announced that the BMS PTO was still looking for a few volunteers for the Hood to Coast shower fundraiser.

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

Leslie Garvin  
Executive Assistant