

SEASIDE SCHOOL DISTRICT 10

2600 Spruce Drive, Suite 100, Seaside, Oregon 97138

2024-2025 Board of Directors

Board Chair: Brian Taylor

Board Vice-Chair: Michelle Hawken

Board Members: Chris Corder, Katherine Davidson,
Sondra Gomez, Kevin LaCoste, and Shannon Swedenborg

Superintendent: Susan Penrod

Regular Meeting of the School Board

Tuesday, April 15, 2025 at (this meeting will begin immediately following the 6:00 pm Budget Committee meeting)

**Location: Secondary School Library AND Virtual
2600 Spruce Drive, Suite 200
Seaside, OR 97138**

Meetings may be held in-person only, virtual only, or most commonly, in-person with an option to join virtually. Please check the location above for the specifics of this meeting. Information regarding virtual meeting access is available on our website Meetings page - <https://www.seaside.k12.or.us/meetings>.

An opportunity for public comment is generally included in meeting agendas. When public comment is included in the agenda, those wishing to speak before the Board will have the opportunity to do so during the designated Public Comment time(s). Speakers may offer objective criticism of school operations and programs; however, the law prohibits the Board from hearing complaints regarding any personally identifiable District staff member. The Board asks anyone wishing to communicate a complaint of this nature to follow the process in Board policy [KL: Public Complaints](#).

Persons having requests for special needs and accommodations should contact the School District office at 2600 Spruce Drive, Suite 100, Seaside, OR 97138, 503-738-5591. Speech/hearing impaired individuals may reach the Oregon Relay Service by dialing 711. Requests should be made 48 hours in advance of the event.

1. **CALL TO ORDER**

- 1.1. Acknowledgement of Board Members Present
- 1.2. Pledge of Allegiance

2. **AGENDA REVIEW**

2.1. Additional Items:

Description: This section will identify items being requested for addition to this agenda after the agenda is posted to the public.

- 2.1.1. Retirement of Jason Boyd/High School Assistant Principal (for Consent Agenda)
- 2.1.2. Resignation of Elizabeth Moore-Mullen/Elementary Teacher (for Consent Agenda)
- 2.1.3. Audit Report (for Action Items)

3. **REPORTS**

3.1. Audit Report

Speaker(s): Pauly Rogers & Co.

3.2. STUDENT BUSINESS

Description: This standing agenda item is for monthly reports from the SSD Student Reps. to the Board and for other requests/reports from students.

3.3. SUPERINTENDENT’S REPORT

Description: This standing agenda item is for the Board to receive a monthly report from the Superintendent.

3.4. BUSINESS & FISCAL SERVICES REPORT

Speaker(s): Toni Vandershule

Description: Description: This standing agenda item is for the Board to receive the monthly financial report from the Business Manager and other information relating to that department.

3.4.1. Revenue & Expenditure by *Function*

Attachments:

Revenue and Expenditure by Function

5

3.4.2. Revenue & Expenditure by *Object*

Attachments:

Revenue and Expenditure by Object

6

3.5. SEASIDE HIGH SCHOOL ACADEMIC PROGRESS REPORT

Speaker(s): Jeff Roberts

Attachments:

SEASIDE HIGH SCHOOL 2025 Board Presentation (1)

7

3.6. ADMINISTRATIVE REPORTS

Description: This standing agenda item is for the Board to receive brief informal monthly reports from school and department administrators regarding general business that does not warrant a formal report.

Attachments:

CBA Director’s Report 4_25 (1)

22

3.7. UNION REPORTS

Description: This standing agenda item is to receive regular reports from Licensed and/or Classified union representatives.

4. **PUBLIC COMMENT**

Description: The meeting will now be opened to receive public comment. We value the time and initiative members of the public take to share their thoughts with the Board. The Board’s role during public comment is not to immediately respond, but to listen. If follow up is necessary, we will direct our Superintendent to do so. Remember that we are all role models for our students, please share your thoughts respectfully. Should any public comment include complaints regarding a personally identifiable staff member, the Board Chair will direct the speaker to the proper administrative process found in Board policy KL: Public Complaints. Speakers will have three minutes to express their thoughts.

5. **CONSENT AGENDA - Action**

Description: To make more efficient use of meeting time, items that are routine in nature are placed on the Consent Agenda when no debate is anticipated. Any item placed on the Consent Agenda may be removed at the request of any board member before a vote is taken. All remaining items of the Consent Agenda are then disposed of in a single motion.

5.1. Approve Minutes of the March 18, 2025 Regular Meeting of the Board

Attachments:

SeasideSD 03-18-2025 SB Meeting Minutes DRAFT

25

5.2. 2025-2026 Employment/Laurie Lavins/Elementary Special Education Teacher

Attachments:

L.L.NewHireSped.04.07.25

32

5.3. 2025-2026 Employment/Judith Herson/Middle School Science Teacher	
Attachments:	
Herson, Judith_MS Science	33
5.4. 2025-2026 Employment/Erin Lowther/Elementary Teacher (Grade 2)	
5.5. 2025-2026 Employment/Jennifer James/Secondary Special Education Teacher	
Attachments:	
J James -- Secondary SPED 25-26 Rec to Hire	34
5.6. 2025-2026 Employment/Jackson Januik/High School Boys Basketball Head Coach	
Attachments:	
J Januik -- Head Basketball Coach	35
5.7. Policy/Second Reading	
Description: These policy actions were recommended by the Oregon School Board Association (OSBA) as part of their Policy Plus service, typically as a result of new legislation or to revise outdated language. They were brought to the Board in March for First Reading and are now presented for a Second Reading and action.	
5.7.1. JHCCF - Pediculosis (Head Lice) Recommend DELETE	
Attachments:	
JHCCF G3	36
5.7.2. JHCCF-AR - Pediculosis (Head Lice) Recommend DELETE	
Attachments:	
JHCCF R D1	38
5.7.3. JHCCF - Pediculosis (Head Lice) (New Version) Recommend ADOPT	
Attachments:	
JHCCF G1 - Pediculosis	40
5.8. Retirement/Jason Boyd/High School Assistant Principal	
Attachments:	
Boyd, Jason_ Retirement	42
5.9. Resignation/Elizabeth Moore-Mullen/Elementary Teacher	
Attachments:	
Moore-Mullen, Elizabeth_ Resignation	43
6. ACTION ITEMS	
6.1. Notice of Intent to Award CMGC Summer 2025 Projects	
Speaker(s): Brian Hardebeck	
Attachments:	
SSD 2025 CMGC Committee Recommendation Letter of Intent to Award	44
6.2. Request to Surplus 7T20 School Bus	
Speaker(s): Susan Penrod	
Attachments:	
Bus Surplus_April 2025	46
7. BOARD REFLECTIONS/ANNOUNCEMENTS	
Description: This standing agenda item allows the Board to reflect upon statements made during public comment or topics covered and to share announcements or reports of their board-related activities.	
8. INFORMATION ONLY	
8.1. <u>Classified Employment</u>	
• Na Yin/Part-Time Secondary Educational Assistant/SPED	

- Pamela Lee/Secondary Educational Assistant/SPED
- Merci Kahut/Assistant Cook
- Ana Santilli/Assistant Cook
- David Souza/Custodian

9. **ADJOURN**

**Seaside School District
Financial Report
2024-2025**

For Period Ending March, 2025

General Fund - Revenue & Expenditures by Function Code

	Budget	Actual	Encumbrances	% Remaining	Variance
Revenue:					
Local Revenue	\$ 21,665,545	\$ 20,114,775	\$ -	7.16%	\$ (1,550,770)
Intermediate Revenue	1,700,000	490,152	-	71.17%	(1,209,848)
State Revenue	300,000	200,388	-	33.20%	(99,612)
Federal Revenue	46,000	7,305	-	0.00%	(38,695)
Transfers	-	-	-	0.00%	-
Beginning Fund Balance *	6,300,000	-	-	100.00%	(6,300,000)
Total Revenues	\$ 30,011,545	\$ 20,812,620	\$ -	30.65%	\$ (9,198,925)

Expenditures:					
1000- Instruction	\$ 15,958,470	\$ 9,116,392	\$ 5,207,241	10.24%	\$ 1,634,837
2000- Support Services	10,590,075	6,382,822	2,753,358	13.73%	1,453,895
5200- Transfers	963,000	-	-	100.00%	963,000
6100- Operating Contingency	2,500,000	-	-	100.00%	2,500,000
Total Expenditures	\$ 30,011,545	\$ 15,499,214	\$ 7,960,599	21.83%	\$ 6,551,732

*Pending audit completion

For Period Ending March, 2025

Special Revenue Funds - Revenue & Expenditures by Function Code

	Budget	Actual	Encumbrances	% Remaining	Variance
Revenue:					
Local Revenue	\$ 1,191,674	\$ 196,096	\$ -	83.54%	\$ (995,578)
State Revenue	2,888,318	901,609	-	68.78%	(1,986,709)
Federal Revenue	3,231,181	2,180,315	-	32.52%	(1,050,866)
Interfund Transfers	275,000	-	-	100.00%	(275,000)
Sale of Fixed Assets	-	-	-	0.00%	-
Beginning Fund Balance *	830,847	-	-	100.00%	(830,847)
Total Revenues	\$ 8,417,020	\$ 3,278,020	\$ -	61.05%	\$ (5,139,000)

Expenditures:					
1000- Instruction	\$ 4,168,882	\$ 2,591,522	\$ 877,017	16.80%	\$ 700,343
2000- Support Services	1,999,779	1,491,473	382,319	6.30%	125,987
3000- Community Services	1,405,903	704,370	284,491	29.66%	417,042
4000- Facilities Acquisition & Const	605,323	-	-	0.00%	605,323
5100- Debt Services	27,540	20,655	6,885	0.00%	-
7000- Reserved for Next Yr	209,593	-	-	0.00%	209,593
Total Expenditures	\$ 8,417,020	\$ 4,808,020	\$ 1,550,712	24.45%	\$ 2,058,288

*Pending audit completion

**Seaside School District
Financial Report
2024-2025**

For Period Ending March, 2025

General Fund - Revenue & Expenditures by Object Code

	Budget	Actual	Encumbrances	Variance
Revenue:				
1111 Current Taxes	\$ 18,590,435	\$ 17,344,676	\$ -	\$ (1,245,759)
1112 Prior Taxes	555,345	279,490	-	(275,855)
1114 PILOT (Payment In Lieu Of Taxes)	-	11,710	-	11,710
1121 Current Local Taxes	1,755,765	1,988,720	-	232,955
1122 Prior Local Taxes	55,500	30,460	-	(25,040)
1190 Interest on Taxes	-	-	-	-
1411 Transportation Fees/Other	-	-	-	-
1510 Interest	550,000	404,517	-	(145,483)
1740 Student Fees	5,500	180	-	(5,320)
1910 Rentals	28,000	6,390	-	(21,610)
1920 Contributions & Donations	-	-	-	-
1940 Services Provided To Others	-	-	-	-
1960 Recovery of Expenditures	-	-	-	-
1990 Miscellaneous Revenue	125,000	48,632	-	(76,368)
1991 E-Rate Reimbursement	-	-	-	-
Total Local Revenue	21,665,545	20,114,775	-	(1,550,770)
2101 County School Fund	1,600,000	490,152	-	(1,109,848)
2102 General Education Service District	100,000	-	-	(100,000)
2199 Other Intermediate Sources	-	-	-	-
Total Intermediate Revenue	1,700,000	490,152	-	(1,209,848)
3101 State School Fund Grant	-	-	-	-
3103 Common School Fund	200,000	99,397	-	(100,603)
3104 State Timber Revenue	100,000	100,991	-	991
3199 Unrestricted Revenue	-	-	-	-
3204 Driver Education	-	-	-	-
3299 Other Restricted Grants in Aid	-	-	-	-
Total State Revenue	300,000	200,388	-	(99,612)
4300/4500 Federal Revenue	46,000	7,305	-	(38,695)
4801 Federal Forest Fees	-	-	-	-
Total Federal Revenue	46,000	7,305	-	(38,695)
5200 Interfund	-	-	-	-
5300 Other Sources	-	-	-	-
5400 Beginning Fund Balance *	6,300,000	-	-	(6,300,000)
Total Other Sources	6,300,000	-	-	(6,300,000)
Total Revenues	\$ 30,011,545	\$ 20,812,620	\$ -	\$ (9,198,925)

Expenditures:				
100 - Salaries	\$ 13,865,515	\$ 8,461,160	\$ 4,419,260	\$ 985,095
200 - Benefits	7,170,286	4,573,599	2,536,918	59,769
300 - Purchased Services	2,105,784	1,472,433	312,678	320,673
400 - Supplies & Materials	2,360,100	437,591	330,655	1,591,854
500 - Capital Outlay	560,000	142,728	355,526	61,746
600 - Other Objects	486,860	411,703	5,562	69,595
700 - Transfers	963,000	-	-	963,000
800 - Operating Contingency	2,500,000	-	-	2,500,000
800 - Unappropriated EFB	-	-	-	-
Total Expenditures	\$ 30,011,545	\$ 15,499,214	\$ 7,960,599	\$ 6,551,732

*Pending audit completion

For Period Ending March, 2025

Special Revenue Funds - Revenue & Expenditures by Object Code

	Budget	Actual	Encumbrances	Variance
Revenue:				
Local Revenue	\$ 1,157,884	\$ 189,046	\$ -	\$ (968,838)
Intermediate Revenue	33,790	7,050	\$ -	(26,740)
State Revenue	2,888,318	901,609	-	(1,986,709)
Federal Revenue	3,231,181	2,180,315	-	(1,050,866)
Interfund Transfers	275,000	-	-	(275,000)
Sale of Fixed Assets	-	-	\$ -	-
Beginning Fund Balance *	830,847	-	-	(830,847)
Total Revenues	\$ 8,417,020	\$ 3,278,020	\$ -	\$ (5,139,000)

Expenditures:				
100 - Salaries	\$ 2,670,843	\$ 1,631,956	\$ 943,562	\$ 95,325
200 - Benefits	1,342,265	860,016	438,868	43,381
300 - Purchased Services	662,174	413,542	44,002	204,630
400 - Supplies & Materials	2,897,582	1,687,389	117,395	1,092,798
500 & 600 - Capital & Other Objects	634,563	215,117	6,885	412,561
700 - Transits	-	-	-	-
800 - Reserved for Next Yr	209,593	-	-	209,593
Total Expenditures	\$ 8,417,020	\$ 4,808,020	\$ 1,550,712	\$ 2,058,288

*Pending audit completion

SEASIDE HIGH SCHOOL

Data Report – April 2025 – School Board Presentation



CURRENT DEMOGRAPHICS OF SEASIDE HS

GRADE	# of Students
9	137
10	127
11	97
12	108
Total	469

Race	% of Students
American Indian/Alaskan Native	1%
Asian	2%
Black/African American	<1%
Hispanic	34%
Native Hawaiian/Other Pacific Islander	<1%
Multi-Racial	2%
White	60%

Program	% of Students
SPED/504	16%
ELL	26%
TAG	2.5%
Title X	4%

CRITICAL DATA POINTS

- ATTENDANCE
- BEHAVIORAL DATA (REFERRALS)
- OREGON STATEWIDE ASSESSMENT
- GRADUATION RATES
- 9TH GRADE SUCCESS

Attendance Rates for Seaside High School (YTD)

Attendance	9th	10th	11th	12th
95%+	21%	16%	16%	19%
90%+	31%	29%	27%	35%
80% +	26%	36%	33%	23%
< 80%	22%	19%	24%	12%

Chronically Absent Rate is 54%. This is the % of students who have missed more than 10% of their enrolled school days this year.

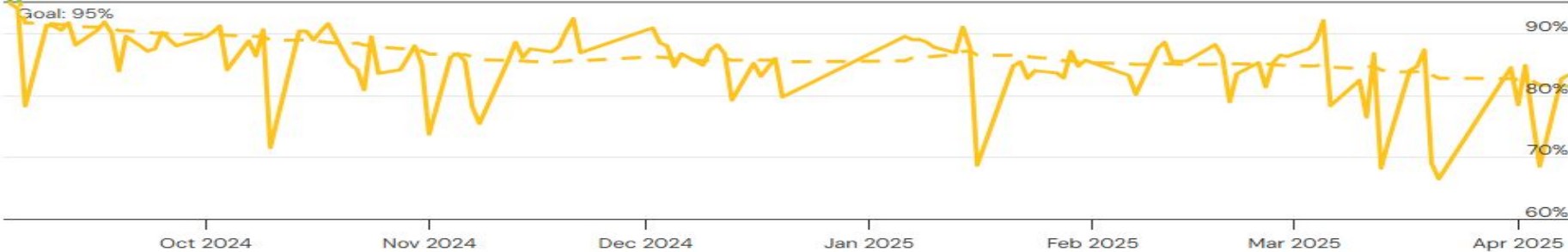
Are we hitting our attendance goal? Our goal: 95% daily attendance

83.2% on Tuesday, April 8th

daily attendance

85.3% year to date

average daily attendance



How are we working to improve attendance:

- Grade Level Student Success Meetings
- Letters and Phone Calls Home
- One on One meetings
- Home Visits
- Connection with Cpl. Gagnon
- Connecting with Community Partners

Behavior Data for Seaside High School (YTD)

# of Incidents	9th	10th	11th	12th
0 Incidents	64%	69%	66%	79%
1-2 Incidents	32%	28%	33%	20%
3-5 Incidents	4%	3%	1%	1%
5+ Incidents	0%	0%	0%	0%

264 Total Recorded Incidents YTD:

- 157 Phone Violations
- Generally low level violations
- 27 Incidents have resulted in Out of School Suspension

Ensuring a Safe and Supportive Environment

QUESTION

▶ Do you have a teacher or other adult from school who you can count on to help you, no matter what?

82% 

responded favorably

QUESTION

▶ Do you have a friend from school who you can count on to help you, no matter what?

85% 

responded favorably

QUESTION

▶ Do you have a teacher or other adult from school who you can be completely yourself around?

71% 

responded favorably

QUESTION

▶ Do you have a friend from school who you can be completely yourself around?

92% 

responded favorably

230 Student Responses

Oregon Statewide Assessments Information

- Only 11th Grade Students Participate
 - No State Assessments between 8th and 11th Grades
- Spring 2020 – State Test Suspended
- Spring 2020 to Current Day – Essential Skills No Longer Required to earn Oregon Diploma
- Have experienced between 20% to 44% opt out for testing or absenteeism during test proctor times in given years since Spring 2020
- On average, between 8-10 hours are needed to complete testing

Writing Assessments (11th Grade – Pre vs. Post Graduation Requirement)

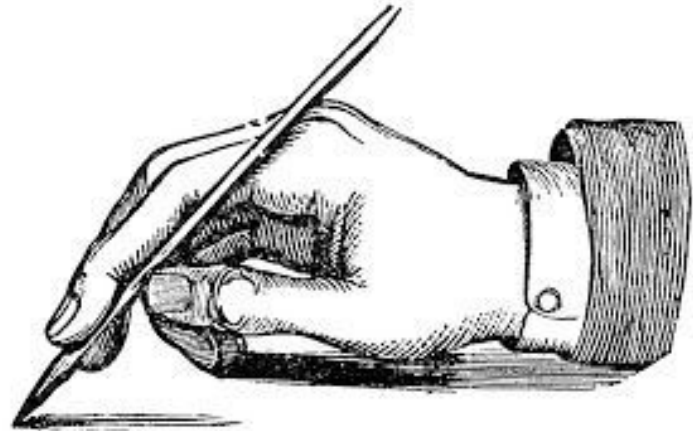
3-Year Average Comparisons

Participation:

- 2017, '18, & '19 – **98.4%**
- 2022, '23, & '24 – **81.8%**

Achievement

- 2017, '18, & '19 – **67.3%**
- 2022, '23, & '24 – **31.0%**



Math Assessments (11th Grade – Pre vs. Post Graduation Requirement)

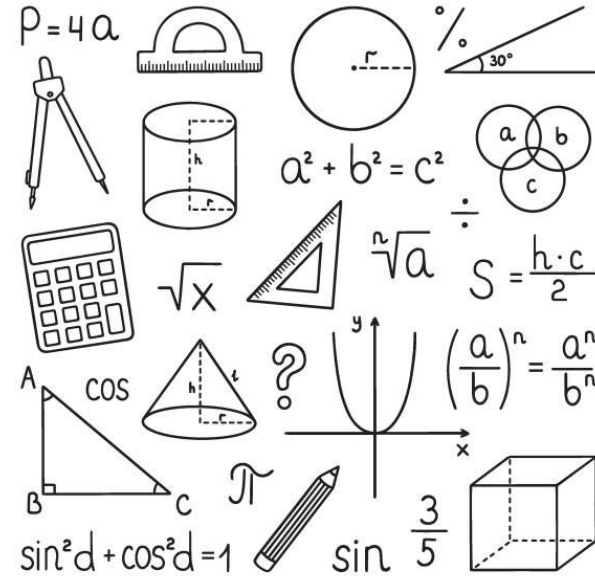
3-Year Average Comparisons

Participation:

- 2017, '18, & '19 – **95.2%**
- 2022, '23, & '24 – **80.5%**

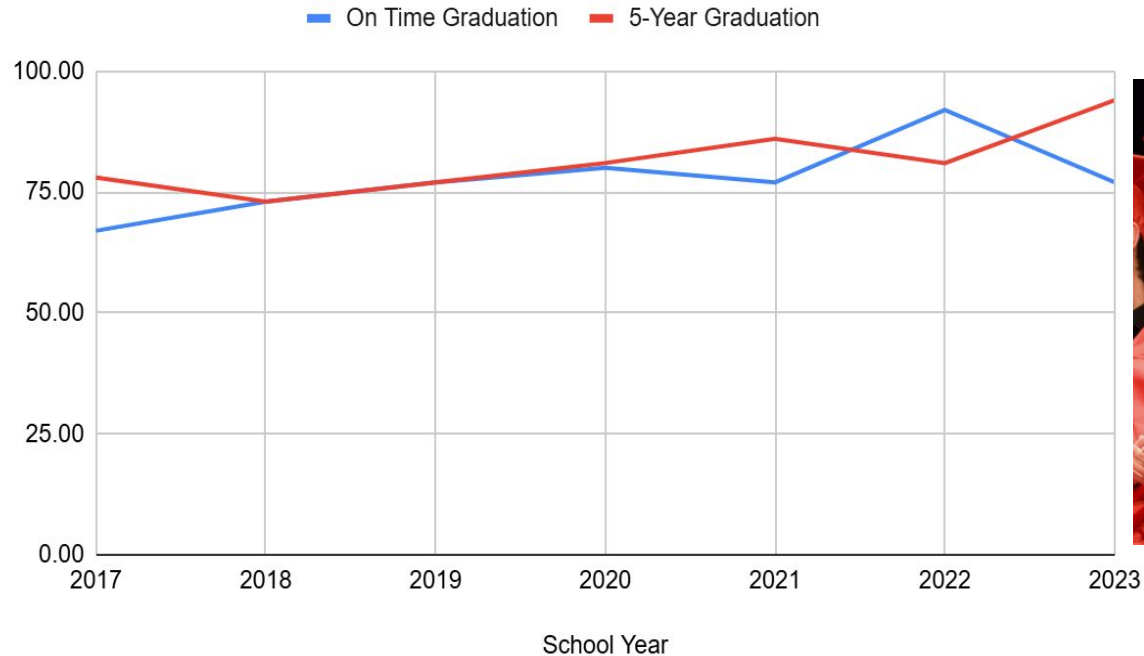
Achievement

- 2017, '18, & '19 – **30.7%**
- 2022, '23, & '24 – **7.3%**



Seaside High School Graduation Data

On Time Graduation and 5-Year Graduation



9th Grade Success – Keeping Students on Track

School Year	On Track to Graduate
2017	83.6
2018	82.5
2019	85.2
2020	
2021	36.0
2022	78.6
2023	78.7
2024	86.4

Current 9th Grade Success Team

- Lynn Addis
- Jane Forman
- Wendy Crozier
- Hailee Wawro
- Kaley Waldemar
- Donald Zwahlen
- Ann Susee
- Jarom Bowles
- Matt Klosterman
- Doug Mitchell

Celebrating Successes



Construction program completion and placement of first shed – second shed of five is currently under construction.



Celebrating Successes



FBLA 2024:

- **9 State Champions**
- **5 State Runner-Ups**
- **3 Third Place Finishes**
- **10 Top 10 Finishes**

Celebrating Successes

Dual Credit Opportunities:

- Over 400 Clatsop Community College credits earned in 2023-24
 - Curricular areas include: English, Communications, Science, Math, CTE, Welding, EMT Prep, & Digital Graphics
- Seaside High School students have access to 45+ CCC College Credits
- CCC and SHS commitment to add additional opportunities
 - Chemistry, College Algebra, Spanish, Anatomy & Physiology, Culinary Arts, & Literature



CBA Director's Report

April 2025

Enrollment: 41 Students, 19 - K/1/2 (new 1st grader) & 21 - 3/4/5 (new 3rd grader)

STARBASE

Our 5th grade students recently participated in the first of 5 STARBASE sessions. Our 6 fifth graders spent a day learning about energy (electric, elastic, mechanical, chemical, thermal, nuclear, sound, gravitational, and radiant). They joined the 5th and 6th graders from Jewel School District where they were tasked to solve the issue of flight safety for their raw egg astronauts as they crash landed on Jupiter's moon, Europa. Teaming up with other students to tackle complex problems fosters both teamwork and critical thinking. STARBASE provides a fun and practical twist to STEM learning for our students.



Emergency Backpacks

The City of Cannon Beach Emergency Department donated new food packs for our Emergency kits. The food packs recently expired and are costly to replace. We are grateful for this donation and will be set for the next 5 years!



Roof Replacement

Our roof needs to be repaired due to the frequent rainy and stormy beach weather and the community has been so generous! Mo's Seafood and Chowder has been selling fresh baked cookies since December to raise money for the cause. Suzy Scoops asked for donations on our behalf during the busy Spring Break week. Pelican is hosting a benefit event on May 8th where 50% of the sales will go toward roof replacement. We have also submitted a grant with the City of Cannon Beach to help cover the large cost of repairs for both the roof and our sprinkler system.



Open House

We are sprucing things up for our Open House on April 23rd. The grounds are looking GREAT thanks to the purchase of new flowers and landscape rock by the PTO and hard work from parent volunteers.



Upcoming Events

April 3, 10, 17, 24, & May 1 - STARBASE Camp (5th Grade)

April 17 - Mental Math Challenge (4th Grade)

April 18 - Spring Dance sponsored by the PTO

April 19 - The 12 Days of Earth Day Fair & Parade

April 22 - Tree Planting with the City

April 23 - Open House (for new/potential families)

April 28 - Artisan Presentation by Nehalem River Ranch

April 29 - K/1/2 to see Willy Wonka at The Coaster Theatre

Saturday, April 19th
11am-1pm

12 DAYS OF EARTH PARADE AND FAIR

Please join us to celebrate Earth Day!

- **10:45am:** Please meet at "Antler" public parking lot on Spruce and 3rd St
- **11 a.m.:** Parade walk begins (short walk)
- **11:30-1p.m.:** Joins us at the Cannon Beach Academy booth(Hemlock and 2nd St) where your student can share the knowledge they've learned with the community



Questions? Please contact
Mrs. Betty Gearen (808) 927-2678

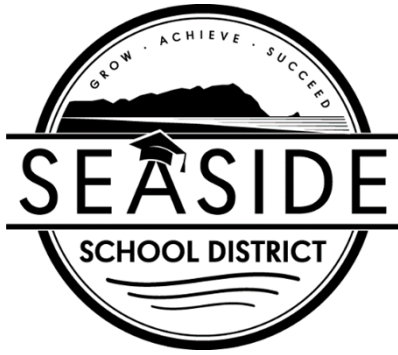


**ALL CBA FAMILIES
ARE INVITED TO
THE FIRST EVER**

Spring Dance

**CANNON BEACH CHAMBER OF COMMERCE
207 N SPRUCE ST. CANNON BEACH
APRIL 18TH | 5-7PM**

**PTO, SWEETS, SMILES AND SPRING PRIZES!
BEING KEPT BY PARENT SUPERVISOR ROBERT
SPONSORED AND PLANNED BY CBA PTO**



SEASIDE SCHOOL DISTRICT 10
2600 Spruce Drive, Suite 100, Seaside, Oregon 97138

MINUTES

Regular Meeting of the School Board
Tuesday, March 18, 2025, 6:00 PM

Secondary School Library AND Virtual
2600 Spruce Drive, Suite 200
Seaside, OR 97138

Chris Corder:	Absent
Katherine Davidson:	Absent
Sondra Gomez:	Present
Michelle Hawken:	Present
Kevin LaCoste:	Present
Shannon Swedenborg:	Present
Brian Taylor:	Present

1. **CALL TO ORDER**

Speaker(s): Brian Taylor

Discussion: Chair Taylor called the meeting to order at 6:00 pm.

1.1. Acknowledgement of Board Members Present

Discussion: Members Corder and Davidson were absent.

1.2. Pledge of Allegiance

2. **AGENDA REVIEW**

3. **CMGC PUBLIC HEARING**

Speaker(s): Susan Penrod and Brian Hardebeck

Discussion: Superintendent Penrod explained that this is for our summer projects, and as per the CMGC process, we are required to hold a public hearing. Chair Taylor waited the required five (5) minutes for anyone wishing to comment. There was no CMGC public comment and the public hearing was closed.

3.1. Notice of Public Hearing

Attachments:

SSD Capital Projects 2025 Advertisement_Notice of Public Hearing Exemption CMGC FINAL (1)

3.2. Findings of Fact

Attachments:

Findings of Facts CMGC Exemption SSD 2025 Projects Rev0

3.3. CMGC Public Comment

Description: *Public comment in this hearing is limited to comments regarding the findings of fact documents relative to the CMGC procurement method for the 2025 capital projects. Other District related public comment must wait until the regular public comment period. A maximum of 30 minutes for CMGC public comment will be allowed. If no public comment is made within the first 5 minutes, the hearing may be closed.*

3.4. CMGC Action

Action(s): I move to accept the CMGC Finding of Facts document and move forward with the CMGC process. This motion, made by Sondra Gomez and seconded by Michelle Hawken, Carried.

Voting Detail: Chris Corder: Absent, Katherine Davidson: Absent, Sondra Gomez: Yea, Michelle Hawken: Yea, Kevin LaCoste: Yea, Shannon Swedenborg: Yea, Brian Taylor: Yea

Voting Summary: Yea: 5, Nay: 0, Absent: 2

Discussion: Project Manager Brian Hardebeck noted that, pending Board approval, the additional documents for the CMGC process will be published on Thursday.

4. REPORTS

4.1. STUDENT BUSINESS

Speaker(s): Aidet Olvera Nolazco

Description: This standing agenda item is for monthly reports from the SSD Student Reps. to the Board and for other requests/reports from students.

Discussion: Aidet noted that the new ASB presidents are being voted on next week, and seniors are working on their Pacifica Projects.

4.2. SUPERINTENDENT'S REPORT

Speaker(s): Susan Penrod

Description: This standing agenda item is for the Board to receive a monthly report from the Superintendent.

Discussion: Superintendent Penrod spoke about recently joining 8th graders at Finance Park, where students received identities/jobs and worked through a simulation to learn about business and budgeting. She thanked Shelby Gagnon and the parent volunteers who made this possible. Penrod also reported on the Robotics team advancing to their next competition, a recent career fair that HS students attended, and a 5th grade mini-boat project with the Columbia Maritime Museum. Penrod reviewed spring projects, including an Integrated Guidance application, updated Strategic Plan, summer capitol improvement projects (additional elementary parking and additional classrooms at secondary), and summer school programs. Penrod noted that budget season is in full swing, saying that she and Business Manager Toni Vandershule have been meeting with administrators.

4.3. BUSINESS & FISCAL SERVICES REPORT

Speaker(s): Toni Vandershule

Description: Description: This standing agenda item is for the Board to receive the monthly financial report from the Business Manager and other information relating to that department.

Discussion: Toni Vandershule reported that revenues are still outpacing expenditures. She also noted that she has been working with staff on budgeting, and that a draft budget will be ready for the Board/Budget Committee next month.

4.3.1. Revenue & Expenditure by *Function*

Attachments:

Board Report February 2025 by Function Code

4.3.2. Revenue & Expenditure by *Object*

Attachments:

Board Report February 2025 By Object Code

4.4. ADMINISTRATIVE REPORTS

Description: This standing agenda item is for the Board to receive brief informal monthly reports from school and department administrators regarding general business that does not warrant a formal report.

Discussion:

Jeff Roberts reported on the final girls' and boys' basketball games with both boys and girls winning league titles. He also noted that there was a ribbon cutting today at Broadway Field, and it is an awesome facility. Roberts noted what a great job Chad Clouse has been doing as the new Athletic Director! Roberts also reported about forty (40) students who will be going to the FBLA competition next week, robotics performing really well, attending a job fair, working on hiring for next year, and working with CCC on opportunities for our dual enrollment program.

Juli Wozniak reported on finishing up the school year strong, while also planning for next year. She also reported about a preschool open house, and parent-teacher conferences. Wozniak reported that two hundred pairs of shoes are being purchased thanks to Rack Room Shoes, the Assistance League has been at school helping cloth fifty (50) of our students, and it looks like StarBase is going to continue to be funded!

Jeremy Catt shared that he will be resigning at the end of the school year to join the NWRESA. He spoke about the joy of his time with the school district and thanked the School Board.

Wendy Crozier reported on spring week activities, a second Latino Family Night tomorrow night, and lots of creative and wonderful activities happening at the middle school. Crozier noted that state testing will begin in April, track season is beginning, and there will be an April 14th Transition Night for 5th and 8th graders, also on April 30 there will be a Multicultural Night.

Cate Blakesley reported on fourteen (14) teachers attending a Marzano conference in St. Louis recently, along with Jeff Roberts and Jason Boyd who stayed on to attend additional training.

MaryEllen Kiffe reported on volunteers at Cannon Beach Academy, noting that a variety of parents volunteer during the school day, as well as volunteers who do after-school garden and art clubs. Kiffe said the Astoria Watershed and Sea Level Bakery both came in and gave presentations recently. She thanked all the great volunteers at CBA!

Attachments:

CBA Director's Report 3_25

4.5. UNION REPORTS

Speaker(s): Union Representatives

Description: This standing agenda item is to receive regular reports from Licensed and/or Classified union representatives.

Discussion:

SEA - Jane Crater reported that things are truckin' along. Teachers are working hard to finish out the year.

OSEA - Meghan McKeown reported on beginning negotiations after spring break. She said there are a few new bus drivers, which is great.

5. **PUBLIC COMMENT**

Description: The meeting will now be opened to receive public comment. We value the time and initiative members of the public take to share their thoughts with the Board. The Board's role during public comment is not to immediately respond, but to listen. If follow up is necessary, we will direct our Superintendent to do so. Remember that we are all role models for our students, please share your thoughts respectfully. Should any public comment include complaints regarding a personally identifiable staff member, the Board Chair will direct the speaker to the proper administrative process found in Board policy KL: Public Complaints. Speakers will have three minutes to express their thoughts.

Discussion: There was no public comment.

6. **CONSENT AGENDA**

Description: To make more efficient use of meeting time, items that are routine in nature are placed on the Consent Agenda when no debate is anticipated. Any item placed on the Consent Agenda may be removed at the request of any board member before a vote is taken. All remaining items of the Consent Agenda are then disposed of in a single motion.

Action(s):I move to approve Consent Agenda items as presented. This motion, made by Michelle Hawken and seconded by Shannon Swedenborg, Carried.

Voting Detail: Chris Corder: Absent, Katherine Davidson: Absent, Sondra Gomez: Yea, Michelle Hawken: Yea, Kevin LaCoste: Yea, Shannon Swedenborg: Yea, Brian Taylor: Yea

Voting Summary: Yea: 5, Nay: 0, Absent: 2

6.1. Approve Minutes of the February 18, 2025 regular meeting of the Board

Attachments:

SeasideSD 02-18-2025 SB Meeting Minutes

6.2. Employment 2025-2026/Dennis Olstedt/High School Social Studies Teacher

Attachments:

Olstedt, Dennis - HS SS Teacher

6.3. Resignation/Jeremy Catt/Assistant Principal, Pacific Ridge Elementary

Attachments:

Catt, Jeremy - Resignation

6.4. Retirement/Mike Brown/Instructional Technology TOSA

Attachments:

Brown, Mike - Retirement

6.5. Disposal of District Property - Band Equipment

Speaker(s): Jeff Roberts

Attachments:

Disposal of District Property_Band Equipment_3-2025

6.6. Coaching Recommendations

- Luke Miller/Flag Football Coach
- Meghan McKeown/Flag Football Coach

Attachments:

Flag Football 24-25

6.7. Robotics/Out of State Travel

Attachments:

Robotics Out of State Request -- 2025

7. **ACTION ITEMS**

7.1. 2025-2026 District Calendar

Action(s):I move to approve the 2025-2026 District Calendar as presented. This motion, made by Michelle Hawken and seconded by Shannon Swedenborg, Carried.

Voting Detail: Chris Corder: Absent, Katherine Davidson: Absent, Sondra Gomez: Yea, Michelle Hawken: Yea, Kevin LaCoste: Yea, Shannon Swedenborg: Yea, Brian Taylor: Yea

Voting Summary: Yea: 5, Nay: 0, Absent: 2

Discussion: Superintendent Penrod noted that the 2025-2026 calendar was reviewed by administrators and the unions.

Attachments:

2025-2026 SSD District Calendar

7.2. Interdistrict Transfer 2025-2026

Speaker(s): Susan Penrod

Action(s): I move to approve the Interdistrict Transfer document as presented. This motion, made by Michelle Hawken and seconded by Kevin LaCoste, Carried.

Voting Detail: Chris Corder: Absent, Katherine Davidson: Absent, Sondra Gomez: Yea, Michelle Hawken: Yea, Kevin LaCoste: Yea, Shannon Swedenborg: Yea, Brian Taylor: Yea

Voting Summary: Yea: 5, Nay: 0, Absent: 2

Discussion: Superintendent Penrod noted that each year the Board must set the number of interdistrict transfers for the following year. In response to a question from member LaCoste, Principal Jeff Roberts noted that each year there are around eight (8) to fifteen (15) transfers into the District; transfers out of the District are about the same.

Attachments:

Interdistrict Transfer -2025-2026

7.3. Gift Approval/Tom Briggs/\$5000

Action(s): I move to approve the \$5000 donation from Tom Briggs, to enhance student success. This motion, made by Sondra Gomez and seconded by Shannon Swedenborg, Carried.

Voting Detail: Chris Corder: Absent, Katherine Davidson: Absent, Sondra Gomez: Yea, Michelle Hawken: Yea, Kevin LaCoste: Yea, Shannon Swedenborg: Yea, Brian Taylor: Yea

Voting Summary: Yea: 5, Nay: 0, Absent: 2

Discussion: Chair Taylor noted that Tom Briggs has been very generous over the years, and thanked him.

Attachments:

Gift Approval_Briggs_5000

7.4. Health Curriculum Adoption

Speaker(s): Cate Blakesley

Action(s): I move to approve the health curriculum adoption as presented. This motion, made by Michelle Hawken and seconded by Kevin LaCoste, Carried.

Voting Detail: Chris Corder: Absent, Katherine Davidson: Absent, Sondra Gomez: Yea, Michelle Hawken: Yea, Kevin LaCoste: Yea, Shannon Swedenborg: Yea, Brian Taylor: Yea

Voting Summary: Yea: 5, Nay: 0, Absent: 2

Discussion: Cate Blakesley reported that the District follows the adoption cycle as recommended by the State of Oregon, as well as our own Board policy. She noted that as outlined in the provided packet, Oregon adopted new standards for health curriculum. Because Oregon's standards are more comprehensive than many other states, it did limit the choices that were available. Blakesley noted that the recommendation is to continue to use the curriculum we are currently using. She noted that the adoption is budgeted for about \$122,000, which is quite a bit less than other subject adoptions.

Attachments:

Health Adoption Proposal PDF

7.5. 2025-2027 Integrated Guidance Report

Speaker(s): Susan Penrod

Action(s): I move to approve the 2025-2027 Integrated Guidance plan. This motion, made by Michelle Hawken and seconded by Shannon Swedenborg, Carried.

Voting Detail: Chris Corder: Absent, Katherine Davidson: Absent, Sondra Gomez: Yea, Michelle Hawken: Yea, Kevin LaCoste: Yea, Shannon Swedenborg: Yea, Brian Taylor: Yea

Voting Summary: Yea: 5, Nay: 0, Absent: 2

Discussion: Superintendent Penrod shared an Integrated Guidance (IG) presentation (attached). She noted that IG is state grants which have been consolidated. Penrod shared that the majority of funds go towards staffing, and she also noted that the district is not changing much from the application submitted two years ago, based in part on feedback from stakeholders. Penrod spoke about the IG priorities - CTE, attendance supports, academic rigor, additional electives, mental health, and alternative education. Penrod spoke

briefly about each grant: Measure 98, Student Investment Account (money from corporate activity tax), Early Intervention, and Early Literacy Success (new this cycle). Penrod thanked Cate Blakesly for her work on this, as well as the families who participated. Penrod noted that the Board is required to take action on the Integrated Guidance plan.

Chair Taylor called for Integrated Guidance public comment. There was no public comment.

7.5.1. Public Comment for Integrated Guidance

Description: *To receive public comment specific to the 2025-2027 Integrated Guidance Report. Each speaker will have three minutes to express their thoughts.*

8. **BOARD REFLECTIONS/ANNOUNCEMENTS**

Description: This standing agenda item allows the Board to reflect upon statements made during public comment or topics covered and to share announcements or reports of their board-related activities.

Discussion:

Member Gomez will be the greeter for the April meeting.

Chair Taylor reminded members about the new required board training, which they can do on the OSBA website.

Member LaCoste thanked Jeff Roberts for his work with the community college. He also spoke about how valuable he feels the Finance Park program is.

8.1. Reminder to Board Members about required annual filing of Statement of Economic Interest with the Oregon Government Ethics Commission (OGEC).

Speaker(s): Leslie Garvin

9. **INFORMATION ONLY**

9.1. Policy/First Reading

Description: These policy actions were recommended by the Oregon School Board Association (OSBA) as part of their Policy Plus service, typically as a result of new legislation or to revise outdated language. They are presented for a first reading and will be brought back in the following month for a second reading and possible adoption.

Discussion: Executive Assistant Leslie Garvin reminded members about the policy adoption process. During First Reading members should review policy and contact Susan or Leslie if they have questions, so that they are ready for discussion and action at Second Reading.

9.1.1. JHCCF - Pediculosis (Head Lice)/Recommend DELETE

Attachments:
JHCCF G3

9.1.2. JHCCR-AR - Pediculosis (Head Lice)/Recommend DELETE

Attachments:
JHCCF R D1

9.1.3. JHCCF - Pediculosis (Head Lice) (New Version)/Recommend ADOPT

Attachments:
JHCCF G1 - Pediculosis

9.2. Classified Employment Actions:

- Retirement - Anastasia 'Stacie' Gilligan/Head Secretary
- Resignation - Carolina 'Naty' Marquez/Custodian
- Employment - Liliana Sedano/Temporary Secondary Interpreter
- Employment - Thomas Bird/Substitute Driver

- Transfer - Alan Nielsen/from: Substitute Driver to: Full-Time Bus Driver

10. **EXECUTIVE SESSION**

Description: To consider the employment of a public officer, employee, staf member or individual agent as per ORS 192.660(2)(a)

Discussion: The board took a five minute recess prior to convening in Executive Session.

10.1. Superintendent Goals Check-In and Self-Evaluation

11. **ADJOURN**

Discussion: The Board reconvened in open session. There being no further business, the meeting was adjourned at 7:50 pm.



PACIFIC RIDGE ELEMENTARY SCHOOL
2000 SPRUCE DRIVE * SEASIDE, OR 97138
503-738-5161 *503-738-7303, fax

Strengthening community, inspiring possibility, ensuring opportunity.

April 7th, 2025

Dr. Susan Penrod, Superintendent
Seaside School District
1801 S. Franklin
Seaside, OR 97138

Dear Mrs. Penrod:

I would like to recommend the District hire Laurie Lavins for the open Elementary Special Education teacher position at Pacific Ridge Elementary School for the upcoming 2025-2026 school year, with a start date of August 25, 2025. Laurie has 20 years of experience as a Special Education Teacher, with the last 10 years spent teaching internationally, most recently in Brazil. She comes to us highly recommended by her previous supervisors.

Sincerely,

Juliann Wozniak
Principal



SEASIDE MIDDLE SCHOOL

GROW, ACHIEVE, SUCCEED

JEFF ROBERTS, PRINCIPAL
WENDY CROZIER, ASSOCIATE PRINCIPAL
KAROLINA GAGE, ASSISTANT PRINCIPAL
CHAD CLOUSE, ATHLETIC DIRECTOR
NATALIE DYROFF, COUNSELOR
JANE FORMAN, COUNSELOR

April 7th, 2025

Susan Penrod, Superintendent
Seaside School District
2600 Spruce Drive, Suite 100
Seaside, OR 97138

Dear Supt. Penrod:

I would like to recommend Judith Herson for the Middle School Science position at Seaside Middle School for the 2025-26 school year.

She comes to us with a wealth of experience in teaching middle school science and brings both content expertise and a passion for engaging students in meaningful, hands-on learning. Her background and approach align wonderfully with our vision for science instruction, and I am confident she will be a strong addition to our staff.

We are excited to welcome her to our team for the 2025-2026 school year and look forward to the contributions she will bring to our school community.

Please let me know if you need any additional information to move forward with the hiring process.

Best regards,

Wendy Crozier

Associate Principal
Seaside Middle School



SEASIDE HIGH SCHOOL
SEASIDE MIDDLE SCHOOL

GROW, ACHIEVE, SUCCEED

JEFF ROBERTS, PRINCIPAL
WENDY CROZIER, ASSOCIATE PRINCIPAL
JASON BOYD, ASSISTANT PRINCIPAL
KAROLINA GAGE, ASSISTANT PRINCIPAL
CHAD CLOUSE, ATHLETIC DIRECTOR

March 14, 2025

Susan Penrod, Superintendent
Seaside School District
2600 Spruce Drive, Suite 100
Seaside, OR 97138

Dear Supt. Penrod:

I would like to recommend Jennifer James for the position of Seaside School District Secondary Special Education teacher for the 2025-26 school year contingent on being awarded her teaching credential this spring.

Jennifer has served the Seaside School District as an Instructional Assistant for the last four years and completed her student teaching at Seaside High School this spring. She has taken advantage of our Grow Your Own program and is excited to join our team as a certified teacher this fall.

Regards,

Jeff Roberts



SEASIDE HIGH SCHOOL

GROW, ACHIEVE, SUCCEED

JEFF ROBERTS, PRINCIPAL
JASON BOYD, ASSISTANT PRINCIPAL
CHAD CLOUSE, ATHLETIC DIRECTOR
TRAVIS CAVE, COUNSELOR
RENEE MEIER, COUNSELOR
JANE FORMAN, COUNSELOR

April 11, 2025

Susan Penrod, Superintendent
Seaside School District
2600 Spruce Drive, Suite 100
Seaside, OR 97138

Dear Supt. Penrod:

I would like to recommend Jackson Januik for the position of Seaside High School Head Boys Basketball Coach for the 2025-26 school year.

Regards,

Jeff Roberts

Seaside School District 10

Code: JHCCF
Adopted: 1/18/22

Pediculosis (Head Lice)

A student with a suspected case of head lice may be referred to designated trained staff for a screening. The screening will be done in a confidential manner by trained personnel.

School personnel will notify the parent or guardian of a student found with head lice and provide information on appropriate treatment. The student will be allowed to remain in school until the end of the school day. The student will be subject to screening by designated personnel to determine the treatment's effectiveness and readmittance. The student may be readmitted to school or denied admittance, as appropriate.

The suggested school measures for head lice control, as provided in *Head Lice Guidance* published by the Oregon Department of Education and the Oregon Health Authority, Public Health Division,¹ shall be followed.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

¹ <http://www.oregon.gov/ode/students-and-family/healthsafety/Pages/Student-Health-Conditions.aspx>

NATIONAL ASSOCIATION OF SCHOOL NURSES, *Pediculosis Management in the School Setting*, (POSITION STATEMENT REVISED 2016).

THE AMERICAN ACADEMY OF PEDIATRICS, *Head Lice*, (MAY, 2015).

CENTERS FOR DISEASE CONTROL AND PREVENTION, *Head Lice Information for Schools* (2015).

OREGON DEPARTMENT OF EDUCATION, *Head Lice Guidance* (2017).

Seaside School District 10

Code: JHCCF-AR
Revised/Reviewed: 4/19/16; 1/18/22
Orig. Code: JHCCF-AR

Pediculosis (Head Lice)

Students found to have contracted head lice will be subject to the following procedures:

1. Suggested school measures for head lice control, as provided in “Health Services for the School Community” issued through the Oregon Department of Education will be followed.
2. Periodic student head lice checks are not recommended. Screening recommendations are as follows:
 - a. Criteria for screening an individual for lice are: persistent itching or scratching, known exposure to sibling or other close contact with head lice (e.g., seat mate in classroom, locker partners, overnight sleep activities, scouts, etc.), self (student or parent) referral;
 - b. Three nonrelated cases of head lice in a classroom within 10 consecutive school days requires that all children in the classroom be screened by the following school day;
 - c. If there is infestation among three percent of the entire student population within 10 consecutive school days, there should be a screening of all students in the school within one week. Multiple cases from a single household count as one case for purposes of calculating the percent of students infested.
3. As provided by Oregon Administrative Rule (OAR) 333-019-0010, students found to have contracted head lice will be excluded from school at the end of the school day. Students will be discouraged from having head-to-head contact for the remainder of the day. The presence of nits (lice eggs) only is not considered excludable.
4. Treatment information, district policy requirements and readmittance provisions will be provided to the parent. Parents will be advised to:
 - a. Use a lice-killing agent which their health care provider, school nurse or local health authority recommends on all family members who demonstrate symptoms of infestation;
 - b. Follow the personal and household cleaning instructions provided by the district, health care provider or local health authority, as appropriate;
 - c. Remove all nits after treatment.
5. Following treatment the student may be readmitted to school.
6. Parents must either accompany their student to school for readmittance or provide a signed statement that treatment has been initiated. Parents should provide information about the method used so that adequate follow-up treatments, if required, can be monitored.
7. The student will be subject to screening by designated personnel to determine the treatment’s effectiveness. The student will be readmitted to school or denied admittance, as appropriate. The absence of nits is not required for readmittance. In the event the student is not readmitted to school because of the continued presence of live lice, parents will be notified.

8. Students readmitted will be subject to follow-up screening by designated personnel.
9. In the event additional assistance and/or information is needed regarding the treatment of the student, other family members, close contacts and the home environment (e.g., bedding, linens, grooming equipment, etc.), parents should contact their local health department.
10. Students with chronic head lice may be referred for follow-up to the school's nurse or local health department, as appropriate.
11. Parents who identify head lice on their students at home are to complete treatment prior to the readmission of their student, as required above. Parents are also encouraged to notify the school of their student's condition so that appropriate preventative measures may be implemented at school.

OSBA Model Sample Policy

Code: JHCCF
Adopted:

Pediculosis (Head Lice)

(Version 3)

~~(A student with nits and/or infested with live lice will be allowed to remain in school.)~~
{Optional policy.}

A student with a suspected case of head lice may be referred to designated trained staff for a screening. The screening will be done in a confidential manner by trained personnel.

School personnel will notify the parent or guardian of a student found with head lice and **may** provide information on ~~appropriate~~ treatment. The student will be allowed to remain in school.

~~The suggested school measures for head lice control, as provided in *Head Lice Guidance* published by the Oregon Department of Education and the Oregon Health Authority, Public Health Division,¹ shall be followed.~~

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

¹~~<http://www.oregon.gov/ode/students-and-family/healthsafety/Pages/Student-Health-Conditions.aspx>~~

NATIONAL ASSOCIATION OF SCHOOL NURSES, *Pediculosis Management in the School Setting*, (POSITION STATEMENT REVISED 2016).
THE AMERICAN ACADEMY OF PEDIATRICS, (MAY, 2015).
CENTERS FOR DISEASE CONTROL AND PREVENTION, (2015).
OREGON DEPARTMENT OF EDUCATION, *Head Lice Guidance*.



SEASIDE HIGH SCHOOL

GROW, ACHIEVE, SUCCEED

JEFF ROBERTS, PRINCIPAL
JASON BOYD, ASSISTANT PRINCIPAL
CHAD CLOUSE, ATHLETIC DIRECTOR
TRAVIS CAVE, COUNSELOR
RENEE MEIER, COUNSELOR
JANE FORMAN, COUNSELOR

April 14, 2025

Susan Penrod, Superintendent
Seaside School District
2600 Spruce Drive, Suite 100
Seaside, OR 97138

Dear Susan,

Please accept this letter as my official resignation. I will be retiring on July 1, 2025.

Sincerely,

Jason L. Boyd

April 15, 2025

To: Susan Penrod, Superintendent of Seaside School District
Juliann Wozniak, Principal Pacific Ridge Elementary
Brian Taylor, Seaside School District Board Chair

Please accept this letter of resignation as a second grade teacher from the Seaside School District for the 2025-2026 school year. I have thoroughly enjoyed teaching in this school district.

I am grateful for the support from my colleagues and the memories of all the families I have served over the last fifteen years; it has been wonderful. Yet, it is time for me to enjoy my family, friends, and those precious grandchildren on a daily basis. With a bittersweet heart and a big smile I am saying thank you and goodbye.

Sincerely

Elizabeth Moore-Mullen
Elizabeth Mullen



SEASIDE

SCHOOL DISTRICT

April 15, 2025

Seaside School District

Susan Penrod, Superintendent
2600 Spruce Drive, Ste. 100
Seaside, Oregon 97138

Subject: Letter of Intent to Award CMGC Services
2025 Capital Projects

Dear Superintendent Penrod:

The 2025 Capital Projects selection committee has completed the public Request for Proposals process to receive, review and provide a recommendation for the Construction Management / General Contractor (CMGC) for this project.

After public advertisement of RFP 2025-003, the committee received 03 very qualified proposals on the due date. The committee of six members have individually scored the proposals and have concluded that interviews are not warranted with the proposing firms.

This letter is the recommendation of the selection committee that the Seaside School District proceed to issue a Notice of Intent to Award the CMGC Phase 1 services contract to Brockamp & Jaeger General Contractor (CCB #30) in the amount of \$11,848.00.

The committee feels the Brockamp & Jaeger team is well qualified with excellent experience in the CMGC form of project delivery and will work well as a partner to deliver this project to a successful completion.

Sincerely,

A handwritten signature in blue ink that reads "Brian Hardebeck".

Brian Hardebeck – OTAK CPM
503-536-3888 cell

Attachment: Phase 1 Fee Schedule

9. Fee Proposal

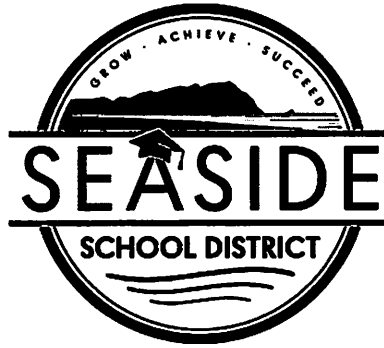
Exhibit C.1 – Preconstruction Services Phase Fee

Preconstruction Period					
Position	Months	Average Hrs/Mo	Total Hours	Average Cost/HR	Total
Project Manager	2	12	24	\$120	\$2,880
Superintendent	2	8	16	\$110	\$1,760
Estimator	2	12	24	\$120	\$2,880
Bid Packaging & Local Sub. Outreach	2	4	8	\$120	\$960
GMP Estimate	2	4	8	\$120	\$960
Bid Advertisement Fee					\$400
Printing / Consumables					\$1,000
				Insurance @ 1.20%	\$130
				Fee @ 8.00 %	\$878
				OR CAT @ 0.40%	\$47
				TOTAL	\$11,848

2600 Spruce Drive, Suite 100
Seaside, OR 97138
P: 503.738.5591
F: 503.738.3471
www.seaside.k12.or.us

ADMINISTRATION

Susan Penrod, Superintendent
Toni Vandershule, Business Manager
Cate Blakesley, Director of Curriculum & Instruction
Jenny Risner, Director of Special Services



Pacific Ridge Elementary
Seaside Middle School
Seaside High School

BOARD OF DIRECTORS
Brian Taylor, Chair
Michelle Hawken, Vice-Chair
Chris Corder
Katherine Davidson
Sondra Gomez
Kevin LaCoste
Shannon Swedenborg

April 8, 2025

RE: Surplus of 7T20 School Bus

Dear Seaside School District Board of Directors,

I recommend the Seaside School District surplus bus 7T20, VIN# 1GB3G3BG5C1141928, to sell to Warrenton School District for \$3,000. A new Type 20 Home to School bus was delivered to Seaside in 2024 and has been put into service.

Sincerely,

A handwritten signature in black ink that reads "Susan Penrod". The signature is written in a cursive, flowing style.

Susan Penrod
Superintendent