SOUTH BEND PUBLIC SCHOOLS

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MINUTES
Regular Board Meeting
October 16, 2025

REGULAR BOARD MEETING

1. Chairman, Charles Spoor called the regular meeting to order at 6:30 pm.

2. Everyone joined in for the pledge of allegiance.

PRESENT: Board of Directors, Charles Spoor, Andrew Seaman, Wendy Manlow and James Rose; Superintendent, Jon Tienhaara, Amy Nelson, Kresta Byington, Alyssa Olsen and Jason Nelson

3. INTRODUCTION OF GUESTS - COMMENTS/QUESTIONS – Teachers, Jamie Howell and Jessica Capps, gave a presentation on Special Education (SPED). Heidi DeLap, teacher, spoke about the HiCap program.

4. CHANGES OR ADDITIONS TO THE AGENDA - Added consent agenda Items F. Approve HiCap plan for 2025-26, G. Approve Meyer-Stevens & Toohey Co. Inc. Student School Insurance and H. Approve Out of Endorsement Teaching Assignments.

A motion was made by Wendy Manlow and seconded by James Rose to approve the addition of consent agenda items F, G and H. The motion was approved 4-0.

5. PRINCIPAL/STAFF REPORTS – Early Learning Center Director, Amy Nelson, Jr/Sr High School Principal, Jason Nelson, Elementary Principal, Kresta Byington and Elementary Assistant Principal, Alyssa Olsen each reported on their buildings.

6. SUPERINTENDENT REPORT - Superintendent Jon Tienhaara talked about business report, budget summary, FTE report and the Pacific County Treasurer's report.

7. CONSENT AGENDA

A., B. The Board reviewed and approved by signing September and October 2025 Payroll and AP vouchers #119393 through #119484 in the amount of $1,436,607.73 for the General Fund, voucher #200619 in the amount of $797.62 for the Capital Projects Fund and vouchers #400456 through #400459 in the amount of $18,767.91 for the Associated Student Body Fund.

C. Approved minutes of the September 2025 regular meeting.

D. Approved purchase of playground equipment.

E. Approved APEX proposal for Hazardous Building Materials Survey & Abatement Design.

F. Approved 2025-26 HiCap Plan.

G. Approved 2025-26 Meyer-Stevens & Toohey Co. Inc. Student School Insurance.

H. Approved out of endorsement teaching assignments.

A motion was made by James Rose and seconded by Andrew Seaman to approve the consent agenda items A, B, C, D, E, F, G and H. The motion was approved 4-0.

8. PERSONNEL

A. HIRES – None.

B. RESIGNATIONS – None.

9. OLD BUSINESS

A. Board Policy Second Reading/Adopted [WSSDA Policy Update]
   a. 2161P Procedure Special Education and Related Services for Eligible Students
   b. 2410P Procedure Graduation Requirements
   c. 3143 Policy Notification and Dissemination of Information about Student Offenses and Notification of Threats of Violence or Harm
   d. 3210 Policy Nondiscrimination
   e. 4260 Policy Use of School Facilities
   f. 1310 Policy Policy Adoption, Manuals, and Administrative Procedures

g. 2420 Policy Grading and Progress Reports
h. 3226 Policy Procedure Interviews and Interrogations of Students on School Premises
i. 3421P Procedure Child Abuse and Neglect
j. 5010 Policy Nondiscrimination and Affirmative Action
k. 5260 Policy Procedure Personnel Records

A motion was made by Wendy Manlow and seconded by Andrew Seaman to adopt the policies. It was approved 4-0.

10. NEW BUSINESS

A. Board Policies First Reading [WSSDA Policy Update]
   a. 1630 Policy Evaluation of the Superintendent
   b. 2020P Procedure Course Design, Selection, and Adoption of Instructional Materials.
   c. 3416P Procedure Medication at School
   d. 3425 Policy Accommodating Students with Adrenal Insufficiency
   e. 5000 Policy Recruitment, Selection, and Evaluation of Staff
   f. 1210 Policy Annual Organization Meeting
   g. 2021P Procedure Library Information and Technology Programs

11. EXECUTIVE SESSION – No executive session.

12. ADJOURNMENT – James Rose motioned and Wendy Manlow seconded to adjourn the regular board meeting at 6:59 pm. It was approved 4-0.

Announcements – The next Regular Board of Directors Meeting will be **November 20, 2025** at 6:30 pm in the library.

Secretary to the Board

Chairman of the Board