

DAYVILLE SCHOOL BOARD OF DIRECTORS
Regular Board Meeting Tuesday, December 9, 2025

1.0 CALL TO ORDER

The Board of Directors of Dayville School District 16J Regular Board Meeting was called to order by Chair Casey Fretwell at 7:05 p.m. in the Dayville High School Board Room. In addition to the Chair, those directors present were Matt Hettinga, Skip Inscore, and Mani Martin. Also present were Superintendent Tiffnie Schmadeka, Business Manager Emma Winkelman, and Board Secretary Lori Smith.

- ii. Directors Absent were: None (one position vacant)
- iii. Visitors present: Facilities Coordinator Brian Evans

Virtual Visitors: Athletic Director Justin Larson

2.0 APPROVAL OF THE AGENDA

2.1. Additions and Deletions

- i. Superintendent Tiffnie Schmadeka requested the addition of 3.4 – accept the resignation of Sutton George, and 3.5 – approve the hiring of Vivian Smith as a part time aide.

Director Skip Inscore moved to approve the agenda with the addition of 3.4 and 3.5. Director Matt Hettinga seconded and the motion carried with all Directors present voting yes.

3.0 APPROVAL OF THE CONSENT AGENDA

- 3.1. Minutes of the November 13, 2025 Regular Meeting
- 3.2. Bills Paid and Pending
- 3.3. First Reading of Revision of Policy EFAA-AR
- 3.4. Accept the Resignation of Sutton George
- 3.5. Approve the hiring of Vivian Smith as a part time aide

Director Matt Hettinga moved to approve the consent agenda. Director Mani Martin seconded and the motion carried with all Directors present voting yes.

4.0 VISITOR PRESENTATIONS

There were no Visitor Presentations.

5.0 REPORTS

- 5.1. Superintendent's Report: Superintendent Tiffnie Schmadeka presented her report which included information the cafeteria including her most recent staff/student survey, and the desire for more food and seconds. Tiffnie also spoke about an upcoming OMSI Outdoor School, her attendance at the recent COSA Law, Teacher Evaluations and where she is in the process. Superintendent Schmadeka asked the board to let her know if they need anything prior to her evaluation, which her contract states will be informal in January and a formal evaluation in March. Superintendent Tiffnie Schmadeka spoke about the District Equity Committee, of which Mani Martin was appointed to during the last meeting. Tiffnie applied for, and received a Board Development Scholarship – she passed out the guidelines for how the scholarship can be utilized. Grant Union is hosting Representative Owens on

January 7th and trying to get all the county superintendents and a couple board members from each school to attend the event, which will be held at the Grant County ESD. She also mentioned that Joel Coombs contacted her about some open contracts we have with him and whether we want to complete the projects or would like him to refund our deposits.

The last portion of her report pertains to School Board Member Accounts, she passed out instructions for accessing their district email accounts.

- 5.2. Facilities Report (20:33): Facilities Coordinator Brian Evans gave his report which included recent bus trainings, new locker room heaters, winterizing, and prep for winter weather. He reported that the walk-in freezer has been working great, the steam table continues to be problematic but they did get it repaired. Chair Casey Fretwell asked about the roof gutters and if they are working well. Director Skip Inscore mentioned the tree by the football field entrance and how a previous facilities person had been going to remove it, which he would still like to see happen as he owns the adjacent property.
- 5.3. Athletic Director's Report (27:15): Athletic Director Justin Larson gave his report which included updates on the Middle School and High School Basketball Teams. Mr. Larson spoke about the recent Dayville Tournament which went well thanks all the help with score clock, gate, and records. There has been talk at the Athletic Directors Meeting about moving the location of the District Tournament to Ontario every other year. It was recently voted on and didn't pass, so the tournament will continue to be held in John Day. Justin Larson brought up the protective padding in the gym and recommends adding additional pads on the far wall, and a couple around the posts by the concession stand. Director Mani Martin asked if options and prices could be brought to the January Board Meeting.
- 5.4. Deputy Clerk's Report (32:28): Business Manager Emma Winkelman gave her report which included current information about our accounts, cash on hand, and unclaimed grant funds that just became available. The 2024-25 School Year Audit is almost done, the accountants will present the results at the January 2026 Board Meeting. Everything with the audit went very well, although we do have one finding as we didn't account for bus loan in the way that the auditors want. As far as the budget goes everything looks good, and the good news is that the Secure Rural Funding passed and that will be money we weren't expecting.

6.0 DISCUSSION ITEMS

There were no discussion items.

7.0 RECOGNITION OF VISITORS

There were no visitors.

8.0 ACTION ITEMS

8.1. Approve the SIA Grant Agreement (38.29): Superintendent Tiffnie Schmadeka gave a brief overview of the grant and where the money will be spent.

Director Skip Inscore moved to approve the SIA Grant Agreement. Director Mani Martin seconded and the motion carried with all Directors present voting yes.

Approve Second Reading of Revision of Policy EFAA-AR (40:17): Superintendent Tiffnie Schmadeka explained the proposed change to the policy. A discussion about the nutrition program guidelines and potential solutions followed.

Director Skip Inscore moved to approve the revision of EFAA-AR as discussed; changing the policy to allow students to be charged for second servings of meals or portions of meals served. Director Mani Martin seconded and the motion carried with all Directors present voting yes.

9.0 DIRECTOR COMMENTS (55:25)

Chair Casey Fretwell appreciates that progress is being made on the nutrition program, a brief discussion followed.

Director Skip Inscore was asked by a community member about the open board position and wondered what the status on that is. Superintendent Schmadeka said she could revamp and renew the advertisement for the position.

Director Mani Martin asked about obtaining a reader board as has been discussed in the past. A discussion followed including the possibility of grant funding to cover the cost.

10.0 ADJOURNMENT

Chair Casey Fretwell adjourned the meeting at 8:07 p.m. as there were no other items on the agenda.