

**DAYVILLE SCHOOL BOARD OF DIRECTORS**  
**Regular Board Meeting**  
**October 10, 2023**

**1. Call to Order & Pledge of Allegiance**

- i. The Board of Directors of Dayville School District 16J Regular Board Meeting was called to order by Vice-Chair Mani Martin at 7:00pm. In the Dayville High School Computer Lab. In addition to the Chair, those directors present were Babette Larson and Casey Fretwell (via Zoom). Also present were Superintendent Davida Irving, and ESD Accounting Specialist Tara Young (standing in to take minutes for Emma)
- ii. Directors Absent were none, we currently have two vacant positions.
- iii. Visitors Present: Debbie Letosky

**2. Approval of the Agenda**

- i. **Director Babette Larson moved to approve the agenda as presented. Director Casey Fretwell seconded and the motion carried with all Directors present voting yes.**

**3. Approval of the Consent Agenda**

- i. **Director Casey Fretwell made a motion to approve the consent agenda as presented. Director Babette Larson seconded and the motion carried with all Directors present voting yes.**

**4. Reports**

**i. Superintendent's Report:**

- i. Student Council – Davida gave special thanks to the Student Council and Ms. Winters for a special Spirit Week. All the staff and students had a lot of fun. She took two Student Council Members to Coffee Time and they did not disappoint. The Student Council has also taken over morning announcements (games, changes in menus, birthdays, etc.) and they are improving every time.
- ii. Staff Info – Davida requested a vote on the resignation of Kristi Robbins which all approved as part of the consent agenda. Davida will now begin the process to post the position. She would like to change/add the description/title of the position, now having “Cook” as the open position. Lucy Dawson - full time custodian and will help out in the kitchen until they find a replacement. Jody Winkelman has agreed to come back on a consultant basis for fiscal service needs.
- iii. Playground Estimates – They have received three estimates for the playground. They are all very expensive. Davida said she has a preference but would like to get the opinions of the preschool and elementary teachers before she reveals her preference.
- iv. Cafeteria Audit Update – They have been working with the nutrition specialist, Lori, for 1 year. Regardless of the blips and a couple of corrections that need to be made, the auditor said its one of the best. As for the corrections, some were made while the auditor was there and the rest are easy fixes. Davida said they received a lot of compliments and will share the report with the board.
  1. Babette asked how often they need to do this inspection. Davida's response was maybe once every other year.
- v. Preschool Promise Review – Davida said the review was three hours long and the co-teachers did a great job. The dings received were beyond their control at this time: no sink in the classroom and not enough space. Both

which will be fixed with the new building. The school requested they come back for another review in April when they are in the new facilities, to make sure they get good report.

- vi. Modular Classrooms – Good progress. Salem-Keizer will be here through Thursday. Things that need to be addressed and are currently looking for quotes for: HVAC repair/replacement and landscapes. Have one landscape quote from Billy Moon. It is simple and easy to maintain and the cost is under \$5,000.
- vii. Furniture Needs - Not much furniture will be needed for the new classroom but the staff and meeting room will need some. The hope is to hold board meetings there.
- viii. Division 22 Standards – Davida passed out an information packet. Davida said the first responsibility is to give the packet to the board to look at. She said they are in-compliance with most and it notes where we are not in compliance. Following the meeting, she'll post to the website for public viewing and suggestions up to November 15 when she'll post to the State.
- ix. Board Applications – The advertisement must be posted for 20 days prior to discussion. There have been a few applications submitted.
- x. Calendar Changes – Revised school calendar was passed out. School has booked Missoula Theater for the first week in April. It will take a lot of dedication from the staff and students all week. The calendar proposal is to change the first week in April from a 4-day week to a 5-day week, and shortening a 5-day week to a 4. Approval will be needed later on in action items.
- xi. Davida would like to start up a Wellness Committee made up of community members, teachers, and whoever else. Davida will post to the website.
- xii. Library Improvement Grant – Sydney Thompson is working on it. Davida recommends \$5000 to media, \$4000 to furniture and \$1000 for employee stipends. Davida has some money left over from another grant and they may add it to the library grant if needed.
- xiii. No questions were asked by the board after Davida gave her report.
- ii. **Facilities Report** – Davida on behalf of Miles Steel
  - i. Boilers working and awaiting inspections. Score board and shot-clocks are hung and working. Freezer elements are fixed. Irrigation fields and district housing water shut off.
  - ii. Score table/bleachers – Getting bids. Has received one from Rutherford Construction and has reached out to two other contactors as well. Casey asked if we are just moving the scoreboard to the center. Yes, but need to fix the bleachers in the process. Davida thinks it may be easier to cut the bleachers in half and move around. Casey said he will come look at the project when he returns.
  - iii. Modular Buildings – Progress moving along. Sidewalks poured. Ramps, stairs, skirting, etc. are in progress this week.
  - iv. Water testing – Lead, radon, water testing due soon. There is a grant in January to help with these tests.
  - v. HVAC – The unit in Thompson's class required attention: leaking motor.
  - vi. Bathroom vandalism – Miles is working on the football field bathroom repairs. The boys' bathroom door was broke down but no interior damage and nothing missing. The same was attempted with the girls' bathroom but was not accomplished. We may need to look into security cameras in the future.

iii. **Deputy Clerk Report**

- i. Emma was not available to present. No questions asked by the board on the reports she sent out in their packets.

iv. **AD Report**

- i. Davida read Tiffnie's report on the middle school and high school sports, as well as the upcoming high school football banquet.
- ii. Sports Co-Op board – They need a parent representative to join. Babette will continue as the school board representative position. The board will approve the new process to appoint the parent member and that needs to be done by November 1<sup>st</sup>.

**5. New Business**

- i. **Set process for vacant board seat position:** It was decided that two board members will meet with the Superintendent to go over the applications and make recommendations to the board for appointment at the following meeting. **Director Babette Larson moved to approve the board selection process. Director Casey Fretwell seconded and the motion carried with all Directors present voting yes.**
- ii. **Discussion on parent representative for sports co-op:** It was decided that Tiffnie would ask for parent volunteers and then Tiffnie and Davida will review interest and choose one by Nov. 1<sup>st</sup>. Director Babette Larson moved to adopt this process for co-op parent representative. Director Casey Fretwell seconded and the motion carried with all Directors present voting yes.
- iii. **Division 22 Standards – 2022-2023 Compliance Report** was presented to the Board. Davida went over in her report and will post to the website for public comment.

**6. Recognition of Visitors**

- i. **Public Input:**
  - i. Debbie Letosky – Applied as interim board member and checking on status.

**7. Action Items**

- i. **Approve Memorandum Of Understanding with Classified Bargaining Unit**
  - i. Adding "Cook" column to pay schedule.
  - ii. **Director Babette Larson moved to approve the MOU as presented. Director Casey Fretwell seconded and the motion carried with all Directors present voting yes.**
  - iii. Casey will come in next week to sign the paperwork.
- ii. **Approve Updated 23-24 School Calendar**
  - i. **Director Babette Larson moved to approve the calendar as presented. Director Casey Fretwell seconded and the motion carried with all Directors present voting yes.**

**8. Director Comments** – No comments

**9. Adjournment**

Director Babette Larson moved to adjourn the meeting at 7:36pm. Director Casey Fretwell seconded and the motion carried unanimously.