

DAYVILLE SCHOOL BOARD OF DIRECTORS
Regular Board Meeting Tuesday, March 10, 2026

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 7:00 p.m. in the Dayville High School Board Room. In addition to the Chair, those directors present were Matt Hettinga and Mani Martin. Also present were Superintendent Tiffnie Schmadeka, Business Manager Emma Winkelman, and Board Secretary Lori Smith.

- ii. Directors Absent were: Skip Inscore, (one position vacant)
- iii. Visitors present: Athletic Director Justin Larson, Braden Spencer
Virtual Visitors: Mark Habliston

2.0 APPROVAL OF THE AGENDA

2.1. Additions and Deletions

- i. Superintendent Tiffnie Schmadeka requested the addition of:
 - 3.5 – Approve the hiring of Stevie Porter for a custodial position
 - 8.4 – Appoint Jake Buce to the vacant School Board Position

Director Mani Martin moved to approve the agenda with the addition of 3.5 and 8.4. 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 February 10, 2026 Regular Meeting
- 3.2. Bills Paid and Pending
- 3.3. Accept Resignation Letter of Shelley Wyllie
- 3.4. Accept Resignation Letter of Melissa Jones
- 3.5. Approve the hiring of Stevie Porter for a custodial position

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 (02:34)

Superintendent Tiffnie Schmadeka presented her report which included information on the recent Outdoor School, the cleaning service which started their deep clean of the buildings today, and that she posted for a facilities position but has pivoted and advertised for an additional custodial position. She reported that she has completed all the staff formal evaluations, but will continue with informal observations. Tiffnie Schmadeka reported that she has been working with the teaching staff on grade level expectations, and they will continue to work towards a cohesive plan at the upcoming in-service day. The Spring Showcase/Community Barbeque will be Monday May 4th, which is also the beginning of 'Teacher Appreciation Week'. She reminded the board that the OSBA Training will be on April 14th.

Superintendent Tiffnie Schmadeka also presented information on a used shed available for the Teacher Housing. Board consensus is to purchase the shed, and move forward with the project once the tenant has the site prepped. Tiffnie said everything seems to be going smoothly right now.

5.2. Athletic Director's Report (17:50)

Athletic Director Justin Larson presented his report which included information about end of season for MS and HS Basketball, and the start of MS Track after Spring Break. We had 4 Boys Basketball players receive honors: 2 received Honorable Mention All League, 1 player got First Team All League, and 1 player received the Jimmy Cole Heart & Hustle Scholarship. Justin reported that they are starting to get invitations to team camps for the summer, and he is beginning to work on the Fall Schedule. A brief discussion was held in regards to changes to next year's basketball season.

5.3. Deputy Clerk's Report (24:24)

Business Manager Emma Winkelman gave her report which included information about cash on hand, state school fund analysis, and an updated 5 year forecast. The district funds are looking good and the Frontline Reports show everything is fairly consistent and looking good. Emma explained how the state school fund calculates, and that the ODE Funding Ratio is always an unknown and only ODE knows how it calculates and what it will be. She went over the Financial Forecast Summary, but one item that isn't accounted for is the loss of Title 1 Funds due to Federal Census data. If it's only Title 1, that's about \$45,000 – if it effects all Title Programs it would be about \$75,000.

Emma Winkelman gave a legislation update from the short session. There were no cuts to state school fund or any of the grants for this biennium. The only item for schools that should really affect Dayville is the 'Cardiac Emergency Response Plan' – we will have to put more AED's around campus. We will also have to do more reporting related to attendance, but it came out pretty good.

6.0 DISCUSSION ITEMS

There were no discussion items.

7.0 RECOGNITION OF VISITORS

Chair Casey Fretwell recognized the visitors and asked if they had any input. There was no input from visitors at this time.

8.0 ACTION ITEMS (34:25)

8.1. Approve 2025-2026 Audit Engagement Letter from Solutions, CPA's
Business Manager Emma Winkelman briefly explained the letter and increase.

Director Mani Martin moved to approve the 2025-26 Audit Engagement Letter from Solutions CPA's. Director Matt Hettinga seconded and the motion carried with all Directors present voting yes.

8.2. Approve 2026-2027 School Calendar

Superintendent Tiffnie Schmadeka presented the calendar and instructional hours handout. There was a brief discussion about the calendar and later start date.

Director Matt Hettinga moved to approve the 2026-27 School Calendar as presented. Director Mani Martin seconded and the motion carried with all Directors present voting yes.

8.3. Approve re-hire of Certified Teachers – Shilo Fretwell, Lindsay Clark, Dakota Perkins, Sydney Thompson, Justin Larson, Emmaleigh Larson, Ryan McKnab

Director Mani Martin moved to approve the rehire of the listed Certified Teachers. Director Matt Hettinga seconded and the motion carried with all Directors present voting yes.

8.4 Appoint Jake Buce to the vacant board position.

Director Matt Hettinga moved to appoint Jake Buce to the vacant board position. Director Mani Martin seconded and the motion carried with all Directors present voting yes.

9.0 EXECUTIVE SESSION

9.1 Executive Session

- i. The Board moved into executive session at 7:42 p.m. per **ORS 192.660(2)(b)** to consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing.
- ii. Regular meeting resumed at 7:57 p.m.

9.2 Possible action of employee termination

Director Matt Hettinga moved to terminate the employment of Braden Spencer effective March 12th, 2026 at end of day. Director Mani Martin seconded and the motion carried with all Directors present voting yes.

10.0 DIRECTOR COMMENTS

Mani Martin asked Tiffnie Schmadeka for an update on the activity bus repair/recall. Ms. Schmadeka said Greg will drive them to have the issues fixed and the snow tires removed.

11.0 ADJOURNMENT

Chair Casey Fretwell adjourned the meeting at 7:59 p.m. as there were no other items on the agenda.