

**DAYVILLE SCHOOL BOARD OF DIRECTORS**  
**Regular Board Meeting**  
**September 12, 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 Casey Fretwell at 7:00 p.m. in the Dayville High School Computer Lab. In addition to the Chair, those directors present were Babette Larson and Mani Martin. Also present were Superintendent Davida Irving, Business Manager Emma Winkelman, Facilities Coordinator Miles Steele, and Athletic Director Tiffnie Schmadeka.
- ii. Directors Absent were: Gina Fisher
- iii. Visitors present: Emmaleigh Larson, Lonnie Dickens (virtual), Lyndee Billar (virtual), Mark Habliston (virtual)

**2. APPROVAL OF THE AGENDA:** Amendments – add 3.6, accept board member resignation – Gina Fisher, 7.4 delete, add 7.5 elect board Chair and/or Vice Chair  
***Director Babette Larson moved to approve the agenda as amended. Director Mani Martin seconded and the motion carried with all Directors present voting yes.***

**3. APPROVAL OF THE CONSENT AGENDA:** ***Director Babette Larson moved to approve the consent agenda as presented. Director Mani Martin seconded and the motion carried with all Directors present voting yes.***

**4. REPORTS**

- i. **Superintendent's Report:** Davida gave her report which included acknowledgement of Gina's nine years of service and thank you for the support she's given the school over the years. We show our appreciation. Davida wants to thank every one of our staff members for a really wonderful school opening. We had a few glitches and every member of our team handled it like pros. This year every single person involved jumped into help solve the challenges and it made her very proud. She thanked three in particular – we had an unexpected resignation leaving us short an elementary teacher and we had to make very quick decisions – Mrs. Fretwell & Mrs. Larson stepped forward without being asked to fill that void, and also Ms. Schmadeka who stepped forward to help in 4/5/6 so Emmaleigh could still teach Jr High Math. She thanked Carol Buce who has retired a couple times, coming back as an ESD employee to provide support with this new plan as an educational assistant. This is not a permanent solution for the elementary building– and it worked because we don't have any kindergartners this year. When we get kindergarten students back this model won't work. Our new telephones are installed and everyone is enjoying morning announcements. Two students are going with Davida to do coffee time this month. Megan Buce has hit the ground running and has proven to be a jack of all trades (artistry for posters, etc.), and providing a sense of calmness to our school. She has a wonderful relationship with all the kids. Kristi Robbins is our Head Cook and brings a smile and is willing to do anything for our kids. Miles Steele is our new facilities coordinator who has been shining in his job – he is very handy and fixed the golf cart! He reaches out to everyone and is really getting things done and is now driving the Tahoe in morning and afternoon to transport students. He will soon obtain his regular bus driving license as well. Shelley Wiley is our co-teacher in pre-school and she feels having two teachers in pre-school with master's degrees is unheard of. She's a team player and her and Greg are a dynamite team. Ed Knapp has been hired and he's been a sub

for us for a number of years and was willing to come work for us half time. Mike Durr is our new School Resource Officer and will be here frequently to check in and show all of us how to keep ourselves safe and everyone around us safe. Jennifer Reyes had been a sub for us and is now back two days a week as a school guidance counselor. Unfortunately Carrie Sullivan resigned after twelve years – we wish her well in her new adventure. All of the changes and new faces are making for a wonderful school year thus far. She addressed the MOU that will be up for approval later. Update on the playground equipment – we have two estimates and are waiting on one more to come in. She is circulating them through the staff and getting their input. The pre-school portion can be paid by PSP, and the rest will be from other sources. Our cafeteria audit is October 11<sup>th</sup> and we've been working very hard to make sure we will meet all of the requirements. Once we get through the audit and our new staff is more comfortable, we'll expand our food options and get a little bit fancier. She discussed the action items 7.2 & 7.3 and the reasonings behind putting a cap on out of district transfers. This number can be changed – it's not permanent. K-6 grade already had a cap put on it by Davida given the personnel shortage (approved by attorneys). Modular classrooms – the final inspections took place today and everything was approved! Davida thanked everyone who was involved in making these buildings happen because they've all gone above and beyond. New bus routes started on Monday and the kids love the Tahoe! We are working on signage for the Tahoe and signs for our buildings naming them so when people visit they know where to go.

- ii. **Facilities Report** – Miles and Davida presented the facilities report where she stated that they did this month's report together but from here on out it'll be him taking over completely. Modulars should be complete within about 10 days of them starting work again. One room will be for weights, one the music classroom, one pre-school, one staff/meeting room. The two sheds we bought are here for preschool storage. Davida spent all Saturday with the blind installers – the blinds didn't come out as planned, but it will be fixed with valances being made. Mini splits are completely done in the elementary, but we'll need to enclose the heat pump units as they're near the playground. Miles is going to be taking lots and lots of courses to get himself up to speed on school specific things. Our colleagues around the county are working with us to help and all the facilities coordinators are now collaborating and sharing information. Miles is working on his full bus license as well. Miles added that a guy showed up today for the Boiler and it should be fully operational by the end of the week. Savannah with the city came by to let him know they'll be adding street signs (speed, watch for children), All Air will be scheduled for October to come do their inspections. On the side of the gym there's some heppa air filters that aren't in use – we could surplus them or try to find some sort of use. The board had some discussion about the heppa filters, determining that if no use can be found for them they should be sold. A minimum bid of \$500 each was suggested by the board.
  - i. ***Director Babette Larson moved to declare the heppa filters as surplus. Director Casey Fretwell seconded and the motion carried with all Directors present voting yes.***
- iii. **Deputy Clerk Report** – Emma gave her report which included handing out the updated financial report for August. Since she was out on vacation she wasn't able to get them out in the packets. Our audit will be pushed back from September 20-21, because we've been waiting on our final preschool promise claim to be approved and that just happened this week. Luckily the auditors let the ESD entities swap dates if need be for our audits. We are working hard to get 22-23 closed out and get 23-24 off to a good start.

- iv. **AD Report** – Tiffnie gave her report which included being in full swing of fall sports. Middle school had their first game today and they all had a blast. Brandon & Sydney are coaching middle school again this year. Everything is going great so far with the 4<sup>th</sup>-8<sup>th</sup> grades group. High School - Chris and Miranda Carlin are coaching football and Rebecca Grassl is Monument's volleyball coach, and we might have someone interested in helping out from Dayville for volleyball. The games have been getting moved around due to official shortages on both sports. There's been a lot of moving around but the teams and parents and staff have been taking that wonderfully. Scoreboards and shot clocks got here in July and North River Electric has been in and out trying to set a schedule for installation.

**5. NEW BUSINESS**

- i. No New Business

**6. RECOGNITION OF VISITORS:**

**i. Public Input –**

- i. Emmaleigh Larson spoke and gave the board a thank you for their support. Emmaleigh also let the board know they hired a great Superintendent! Her staff feels like she's in their corner, and they're all so thankful. She's awesome and you guys are awesome. The board thanked Emmaleigh for her comments.

**7. ACTION ITEMS:**

- i. **Approve Memorandum of Understanding with Certified Bargaining Unit**
  - i. ***Director Mani Martin moved to approve the MOU as presented. Director Babette Larson seconded and the motion carried with all Directors present voting yes.***
- ii. **Set cap of 20% of previous year enrollment for middle school-high school, and zero for K-6 just this year for inter-district transfers.**
  - i. ***Director Babette Larson moved to set the cap, Director Mani Martin seconded and the motion carried with all Directors present voting yes.***
- iii. **Set tuition rate for nonresident students without approved inter-district transfer**
  - i. ***Director Mani Martin moved to set tuition at 1% with tuition being waived if they qualify for free and reduced lunch, Director Babette Larson seconded, and the motion carried with all Directors present voting yes.***
- iv. **Elect Board Chair and Vice-Chair**
  - i. ***Director Babette Larson moved to elect Director Casey Fretwell as Chair and Director Mani Martin as Vice-Chair. Director Casey Fretwell seconded, and the motion carried with all Directors present voting yes.***

**8. DIRECTOR COMMENTS**

- i. Emma noted that she'll be gone in October and Tara Young will be here to take minutes for that meeting.
- ii. Casey brought up the board vacancies – and Emma noted that we have to advertise for 20 days. The Board would like the vacancies posted tomorrow if possible.
- iii. The board thanked everyone – Davida, Emma and all staff for all the work they do.
- iv. Mani brought up the cap and just noted his hesitancy because is it really necessary? Davida brought up the kindergarten issue again and the reasonings behind it. Overall the board agreed it was necessary to have the cap, and since it can be changed at any time we can always address it again later on.

- v. Casey brought up the fact that we'll need to change our check signers now that Gina is no longer on the Board.
  - i. **Director Babette Larson moved to remove Gina Fisher as a District signer on all accounts, and add Casey Fretwell as a signer on all accounts. Director Mani Martin seconded, and the motion carried with all Directors present voting yes.**
- vi. Babette thanked Davida for the ice cream social.
  - i. Davida reported that Mark put the survey answers into some great formats, and she'll bring them next time to share the feedback. She said the surveys were very positive and she felt it was a very successful event.

**9. ADJOURNMENT**

**Director Babette Larson moved to adjourn the meeting at 7:52 p.m. Director Mani Martin seconded and the motion carried Unanimously.**