

DAYVILLE SCHOOL BOARD OF DIRECTORS
Regular Board Meeting Tuesday, October 14, 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 7:00 p.m. in the Dayville High School Board Room. In addition to the Chair, those directors present were Skip Inscore, Matt Hettinga, 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: Athletic Director Justin Larson,

Virtual Visitors: Facilities Coordinator Miles Steele, Brian Evans, and Mark Habliston

2.0 APPROVAL OF THE AGENDA

Director Mani Martin moved to approve the agenda as presented. 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 September 9, 2025 Regular Meeting

3.2. Bills Paid and Pending

Board Chair Casey Fretwell had a question regarding the checks sent out to parents last month. Emma Winkelman explained that it was textbook fees refunded to parents.

Board Chair Casey Fretwell also asked about the frequency of payments on the copier and what it entails. A brief discussion was held about the costs for the two copiers and what is included in the contracts.

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

3.3. Accept resignation of Miles Steele as Facilities Coordinator (2:16)

Director Mani Martin moved to approve the resignation of Miles Steele as Facilities Coordinator. Director Matt Hettinga seconded and the motion carried with all Directors present voting yes.

3.4. Approve Hiring of Brian Evans for Facilities Coordinator Position (2:43)

Director Mani Martin moved to approve the hiring of Brian Evans for the position of Facilities Coordinator of Dayville School District 16J. Director Matt Hettinga 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 (3:20): Superintendent Tiffnie Schmadeka presented her report which included information about the OSBA Fall Regional Meeting, and her attendance at the Oregon School Law Conference in December.

She explained the schedule change for the upcoming Parent/Teacher Conferences. Superintendent Schmadeka brought up the rental agreements, as we have recently added a pet agreement to one contract. A brief discussion followed regarding the rentals, pets, agreements and deposits.

Superintendent Tiffnie Schmadeka went over a chart of State Assessments by subject and year, and also spoke briefly about the Emergency Action Plan that was included in their board packets. Director Skip Inscore questioned whether the plan would follow to away games, his biggest concern being who determines if an athlete is ok to continue playing.

Superintendent Tiffnie Schmadeka asked about rescheduling the November board meeting due to Veterans Day. A determination was made to move the next Board Meeting to Thursday, November 13th at 7 p.m.

- 5.2. Facilities Report (19:17): Miles Steele presented his final closing report as Facilities Coordinator, thanking the board for the opportunity to work at the Dayville School District. Miles has really enjoyed working here, likes all the staff and everybody, he is just leaving because an opportunity came up to work closer to home. We received the new produce fridge and it's working well. We had two coaches and Braden pass the Type 20 bus license test, Paige Weaver will be taking her certification soon. He gave a brief update on the Walk-in Freezer repairs. The board thanked him for his report and work.
- 5.3. Athletic Director's Report (23:30): Athletic Director Justin Larson spoke briefly about his recent Athletic Director's meeting in The Dalles which he found to be very informative. He gave an update on the Middle School and High School fall sports season to date. AD Justin Larson gave the board a follow up on the Baseball Co-op with District 3 and that we will only be charged for the athletes who pay, and we will not be charged if there are no players. Mr. Larson spoke briefly about the upcoming basketball season, jv teams, and change in regulation for number of quarters an athlete can play.
- 5.4. Deputy Clerk's Report (30:30): Business Manager Emma Winkelman presented her report which included information on 'cash on hand' and the fact that it is low but we still haven't collected from any grants so there's no reason for concern. The audit has been turned in, everything is looking really good but it will still probably be January before we receive the final report. She went over the ending fund balance for last fiscal year and gave a brief overview of the frontline report which compares information from this year to prior years. Emma presented information regarding state budget information, ODE was asked to cut 5% from their budget in 3 different areas. We won't know anything for sure until the end of February. We are ok for right now, but we do need to start planning long term strategies. Emma Winkelman did share some positive budget information. ODE used to subtract SRS funds from our state school fund, a couple years ago our auditors discovered that the law had changed and the state was not allowed to do that so we will be getting about \$200,000 in recouped funding. That will give us a little breathing room and help offset the new budget cuts.

6.0 DISCUSSION ITEMS (41:15)

6.1. Division 22 Standards – 2024-25 Compliance Report

Superintendent Tiffnie Schmadeka presented information about the Division 22 Standards. She went through all of the standards and can report that Dayville School District is in compliance with all standards. We are required to report this at our October meeting, we will then share with the public by posting on our website.

7.0 RECOGNITION OF VISITORS (44:30) There was no visitor input

8.0 ACTION ITEMS (44:52)

8.1. Approve Board-Superintendent Operating Agreement

Superintendent Tiffnie Schmadeka asked if any of the board members had changes or different expectations they would like on the document.

Director Mani Martin moved to approve the Board-Superintendent Operating Agreement. Director Matt Hettinga seconded and the motion carried with all Directors present voting yes.

8.2. Approve District Goals

Director Skip Inscore had a question about whether the new textbook adoption for social studies would have continuity throughout the grade levels. A brief discussion followed.

Director Matt Hettinga moved to approve the district goals. Director Skip Inscore seconded and the motion carried with all Directors present voting yes.

9.0 DIRECTOR COMMENTS (48:30)

Director Matt Hettinga thanked Brian Evans for being willing to take on the position, Chair Casey Fretwell asked him to be sure to ask if he has any questions or needs assistance.

Chair Casey Fretwell adjourned the meeting at 7:48 p.m. as there were no other items on the agenda.