

**Dayton School District #8**  
[www.daytonk12.org](http://www.daytonk12.org)

**REGULAR BOARD MEETING**

**Tuesday, July 18, 2017**

The Board of Directors of Dayton School District No. 8 met for the regular monthly meeting on Tuesday, July 18, 2017, in the District Board Room.

**CALL TO ORDER**

Board Chair Reba Stoller called the Regular Board Meeting to order at 10:00 AM and led the Pledge of Allegiance to the American Flag.

**ATTENDANCE**

**Board Members**

Reba Stoller, Chair

Teresa Shelburne, Vice Chair

Pam Horst

Isaac Kearns *absent*

Debbie Kearns

Francisco Montelongo

Raylinda Price

**Administrators/Board Secretary**

Jason Hay, Superintendent

Jan Bunn, Deputy Clerk (acting Board Secretary)

Candy Duer, Board Secretary *absent*

Stephanie Ewing, GS Principal *absent*

Jami Fluke, JH & HS Principal *absent*

**BOARD MEMBERS OATH OF OFFICE**

The oath of office was issued to Board Members Raylinda Price and Reba Stoller. (Record copies of Oaths of Office and Election Certificates on file.)

**ELECTION OF BOARD OFFICERS**

**Board Chair and Board Vice-Chair**

**Motion**

Teresa Shelburne nominated Reba Stoller for Board Chair for 2017-2018; the motion was seconded and passed (6-0) to elect Reba Stoller as Board Chair.

Debbie Kearns nominated Teresa Shelburne for Board Vice Chair for 2017-2018; the motion was seconded and passed (6-0) to elect Teresa Shelburne as Board Vice Chair.

**PUBLIC COMMENT**

There were no public comments.

**AGENDA**

There were no revisions to the agenda.

**CONSENT AGENDA**

**MOTION**

It was moved by Debbie Kearns, seconded by Pam Horst, and carried (6-0) to approve the consent agenda as follows:

- Approve Minutes of June 13, 2017, Regular Board Meeting.
- Confirm employment:

- ◆ Heidi Dudek, GS Instructional Assistant (.81 FTE)
  - ◆ Lisa Fergus, HS Spanish Teacher (.5 FTE addition to current .5 FTE position)
  - ◆ Ellen Lewing, GS Music Teacher
  - ◆ Roger Lorenzen, JH/HS Administrator (.5 FTE addition to current .5 FTE position)
  - ◆ Mike Solem, JH/HS TOSA – Dean of Students
  - ◆ Lupe Villasenor, GS Instructional Assistant (.44 FTE), Temporary 2017-2018 school year
- Designate Jason Hay as Chief Executive Officer/Superintendent Clerk.
  - Designate Jan Bunn as Deputy Clerk/Business Manager.
  - Designate Candy Duer as Board Secretary.
  - Designate Jason Hay, Superintendent, as Budget Officer to prepare the budget document for the 2018-2019 fiscal year.
  - Designate the Superintendent and Deputy Clerk to act as the custodian of funds for the 2017-2018 fiscal year. Authorize the Superintendent and Deputy Clerk to sign checks, to make payment of salaries and wages, to sign District requisitions and purchase orders, to pay petty cash expenditures as they become due, and to approve and pay bills as budgeted.
  - Designate Boldt, Carlisle & Smith, LLC of Salem, as the District auditor for 2017-2018.
  - Designate Hagan Hamilton Insurance & Financial Services as the Insurance Agent of Record.
  - Designate the Hungerford Law Firm as District Legal Counsel and Attorney of Record.
  - Approve fidelity bonds in the amount of \$100,000 for the Superintendent and Deputy Clerk; Board acknowledges that this coverage is included in the PACE premiums.
  - Authorize the Superintendent and/or Deputy Clerk to borrow funds, if necessary, to cover payroll and overhead costs until such time that receipts are received. Amounts are not to exceed the outstanding budget receipts and are to be reported at the next Regular Board Meeting.
  - Designate the State of Oregon Local Government Investment Pool, and the U.S. Bank, McMinnville/Dayton Branch, as the depositories for all District funds for the 2017-2018 school year.
  - Authorize the Superintendent to represent the Board in filling vacancies when the need arises and as budgeted. Licensed and confidential positions are subject to Board confirmation.
  - Authorize the Superintendent to act on behalf of the Board in applying for and administering State and Federal Funds.
  - Designate the Dayton School Board to serve as the Local Contract Review Board.
  - Designate the *News Register* as the official newspaper of publication.
  - Declare vacant positions on Dayton School District Budget Committee:
    - ◆ Position #1: Vacant – term expires 6/30/2019.
    - ◆ Position #3: Vacant – term expires 6/30/2020.
    - ◆ Position #5: Vacant – term expires 6/30/2019.
    - ◆ Position #7: Vacant – term expires 6/30/2020.

## **REPORTS**

### **City Council**

There was no report.

## **Superintendent**

### **Superintendent Hay reported:**

- The Senate passed an \$8.2 Billion State School Fund (SSF) Appropriation with a 50:50 allocation for the biennium. This was the amount that the budget was adjusted to at the last board meeting.
- \$170 million was allocated for Measure 98 (roughly 60% of full funding or \$480 per student); this amount was also allocated 50:50 over the biennium. This equates to a \$155,800 allocation for Dayton. The District had budgeted \$132,800, so this allocation is very helpful. The District has currently encumbered \$148,500 that includes .5 FTE for Technology Support and 1.0 FTE for our new Dean of Students. Approximately \$7,300 remains for other M98 activities.
- \$24 million was allocated for Measure 99/Outdoor School (roughly 55% of full funding). Exactly how funds will be disbursed is not known at this time.
- There was a delayed implementation for the PE minute requirements for two years and the creation of a new 4-year phase-in (starting in 2019-20) that includes greater flexibility for districts to implement the requirements.
- The state issued \$101 million in state bonds to fund the Oregon School Capital Improvement Matching Program to provide matching grants for school districts going out for capital bonds. Dayton would benefit from this if a decision is made in the future to place another capital improvement bond on the ballot.
- During the week of June 19, a group of staff members and volunteers installed new playground equipment at the grade school. This installation was a big undertaking and the time that Grade School Principal Ewing and her staff took in addition to many volunteers was greatly appreciated.
- This past week, Superintendent Hay met with Ron Hays, the new director of the United Way that serves our area. The United Way Director is looking at supporting elementary students through donations of approximately \$200 per elementary classroom. There is still more work to do, however this is a possible partnership.
- This past week, Superintendent Hay met with Maintenance Director Rick Palmer about progress on summer projects. Rick and his team are making progress on many of the projects that were outlined at the June board meeting. Additionally, Superintendent Hay viewed the progress being done on the Junior High/High School office project which is being done primarily by volunteers. Thank you to staff member Heather Oliveira and her husband Travis, as well as Tim Ashley from Ashley Construction.
- Superintendent Hay has continued to meet with school district employees, began meeting with board members in one-on-one meetings, and is reaching out to make contact with local community members and agency contacts. Board members received copies of a Leadership Transition Plan prepared by Superintendent Hay to guide his work during the first half of year one. Major transition activities conducted since early April included:-
  - Met with Superintendent Beers and Business Manager Jan Bunn multiple times.
  - Met one-on-one with Grade School Principal Stephanie Ewing and Junior High/High School Principal Jami Fluke in mid-April.
  - Spent three days (May 5, 12 and 19) visiting the District and schools. He met with staff members, administrators, Technology TOSAs, Maintenance Director, Food Service Director, and the Licensed and Classified Union Presidents.
  - Attended the May and June Board meetings.

- Attended the annual COSA Administrator Conference with the administrative team.
- Superintendent Hay reported he is getting settled and learning the details of the District. He is setting up systems and communication structures, preparing for the beginning of the school year, and planning the first administrator retreat. He expressed thanks for the opportunity to lead the district, stating "I am humbled and honored to serve in this capacity! I look forward to getting to know all of you and the community better."

## **DISCUSSION**

### **Schedule of Board Events**

- Dayton City Council Meeting (first Monday @ 6:30 PM): August 7: Francisco Montelongo; Tuesday, September 5: Reba Stoller; October 2: Raylinda Price.
- Welcome Back breakfast and inservice, Monday, August 28, 2017, 8:00 AM in the High School Commons.
- Next Regular Board Meeting to be determined.
- Goal Setting/Work Session Meeting date and time to be determined.

## **BUSINESS**

### **Establish Regular Board Meeting dates, time and place for 2017-2018**

#### **Motion**

Board members discussed setting the Regular Board Meeting dates, time and location for 2017-2018. Superintendent Hay presented a draft proposal for meeting dates to be held on the second Tuesday of each month at 7:00 PM, with Work Sessions for Board & Superintendent Development to be held in September, November, February, and April beginning at 6:00 PM, with the Board Meeting to follow at 7:30 PM.

-It was moved by Teresa Shelburne, seconded by Raylinda Price, and carried (6-0) to establish the Regular Board Meeting dates for 2017-2018, to be held on the second Tuesday of each month at 7:00 PM, with changes as recommended to include Work Sessions (record copy on file); the meetings will be held in the District Board Room.

### **Appoint Budget Committee Members**

#### **Motion**

Board members received copies of Budget Committee applications from Yvonne Craig and Sarah Wilson. It is recommended that Yvonne Craig be appointed to Position #3, term expiration of 6/30/2020. It is recommended that Sarah Wilson be appointed to Position #7, term expiration of 6/30/2020. These appointments leave two vacancies on the Budget Committee – Position #1, expiring 6/30/2019; and Position #5, expiring 6/30/2019.

-It was moved by Raylinda Price, seconded by Francisco Montelongo, and carried (6-0) to appoint Yvonne Craig to Position #3 on the Budget Committee, with the term to expire on June 30, 2020; and to appoint Sarah Wilson to Position #7 on the Budget Committee, with the term to expire on June 30, 2020. (Record copies on file.)

### **Confirm High School/Junior High School Staff and Student Handbook Revisions**

#### **Motion**

Board members received copies of the Junior High and High School's Staff and Student Handbooks proposed revisions for the 2017-2018 school year. Handbook revisions were based on recommendations by the Oregon School Boards Association to coordinate with Board policies and/or updates due to recent legislation. Board members reviewed the revisions and were given the

opportunity to ask questions. A question was raised about the procedures for release of students to non-custodial parents at the elementary and secondary schools. Consensus was to postpone confirmation of the handbook changes until the August meeting.

### **Second Reading/Approval of Board Policy**

#### **Motion**

A first reading giving detailed information regarding Board policies below took place at the June 13, 2017, Regular Board Meeting. Comments, questions, concerns and recommended edits were asked to be forwarded to the Superintendent prior to this Board meeting. The following Board policies are being recommended for a second reading and adoption:

- CBG, Evaluation of the Superintendent
- GBH/JECAC, Staff/Student/Parent Relations\*\*
- GBMA, Whistleblower
- GCBDA/GDBDA, Family Medical Leave
- GCBDA/GDBDA-AR, Federal Family Medical Leave/State Family Medical Leave

Board policy CBG – language revision recommended by OSBA to reduce confusion if superintendent’s evaluation is addressed or not addressed in the superintendent’s contract. Board policy GBH/JECAC – language revision resulted from recommendation by OSBA legal staff that creates consistency. Board policy GBMA – language revision provides clarity in the statutory requirements. Board policy GCBDA/GDBDA and GDBDA/BDBDA-AR – OSBA Policy Department, working with their Labor and Negotiations Department, did an internal review and made edits to the policy and reorganized the administrative regulation.

-It was moved by Teresa Shelburne , seconded by Francisco Montelongo, and carried (6-0) to adopt Board Policies CBG, GBH/JECAC, GBMA, GCBDA/GDBDA, GDBDA/GDBDA-AR as recommended. (Record copies on file.)

The meeting was adjourned by the Board Chair at 11:04 AM.

Respectfully submitted,



Reba Stoller, Chair  
Dayton Board of Education



Jan Bunn, Business Manager  
Dayton School District