REGULAR BOARD MEETING
Tuesday, August 14, 2018
The Board of Directors of Dayton School District No. 8 met for the regular monthly meeting on Tuesday, August 14, 2018, in the District Board Room.

CALL TO ORDER
Board Chair Reba Stoller called the Regular Board Meeting to order at 7:00 PM and led the Pledge of Allegiance to the American Flag.

ATTENDANCE
Board Members
Reba Stoller, Chair (2017-2018)
Teresa Shelburne, Vice-Chair (2017-2018)
Pam Horst
Isaac Kearns
Debbie Kearns
Francisco Montelongo arrived 7:20 PM
Raylinda Price absent

Administrators/Board Secretary
Jason Hay, Superintendent
Sean Yoder, Deputy Clerk
Candy Duer, Board Secretary
Stephanie Ewing, GS Principal
Jami Fluke, JH & HS Principal

ELECTION OF BOARD OFFICERS
Board Chair and Board Vice-Chair
Motion
Pam Horst nominated Reba Stoller as Board Chair for 2018-2019; the motion was seconded by Teresa Shelburne and passed (4-0: Teresa Shelburne – yes; Pam Horst – yes; Isaac Kearns – yes; Debbie Kearns – yes; Reba Stoller – abstain). Teresa Shelburne nominated Isaac Kearns for Board Vice-Chair for 2018-2019; the motion was seconded by Pam Horst and passed (4-0: Reba Stoller – yes; Teresa Shelburne – yes; Pam Horst – yes; Debbie Kearns – yes; Isaac Kearns – abstain).

PUBLIC COMMENT
There were no public comments.

AGENDA
There were no revisions to the agenda.

CONSENT AGENDA
MOTION
It was moved by Teresa Shelburne, seconded by Debbie Kearns, and carried (5-0) to approve the consent agenda as follows:
• Approve Minutes of June 12, 2018, Regular Board Meeting.
• Accept Resignations
  ♦ Lori Engler, JH/HS SPED Teacher, effective August 16, 2018
  ♦ Georgia Landon, HS Agriculture Technician, effective June 13, 2018
  ♦ Heather Oliveira, JH/HS Secretary, effective June 22, 2018
  ♦ Megan Shirley, JH/HS Secretary, effective June 22, 2018

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• Sheri West, JH Instructional Assistant, effective July 19, 2018

- Confirm employment:
  - Helena Escalda, JH/HS SPED Teacher
  - Denise Fox, JH/HS Secretary (1.0 FTE)
  - Lauren Herron, HS Food Service Assistant (.81 FTE)
  - Rhonda Hodges, JH Instructional Assistant (.84 FTE)
  - Michael Limbert, JH Instructional Assistant (.84 FTE)
  - Alison Miller Berliner, GS Instructional Assistant (.84 FTE)

- Designate Jason Hay as Chief Executive Officer/Superintendent Clerk.
- Designate Sean Yoder 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 2019-2020 fiscal year.

- Designate the Superintendent and Deputy Clerk to act as the custodian of funds for the 2018-2019 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 2018-2019.
- 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 2018-2019 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:

• Second Reading/Adoption of Board Policies

REPORTS
City Council
No report was given by Dayton City Council.
Food Service Program

Food Service Manager Pam Johnson reported:

- The state allowed the District to extend the Community Eligibility Provision (CEP) for a fourth year (2018-2019 school year). This program allows all enrolled students to have a breakfast and lunch at no charge during the school year, and no household applications are required to be collected by the school district. Pam Johnson and Food Service Assistant Amber Escriva will take classes from the state in order to better identify students who qualify for Free and Reduced Lunches. The goal is to increase numbers for participation in the CEP for the 2019-2020 school year.

- The number of breakfasts and lunches served at each building by school year beginning in 2015-2016 through 2017-2018 have increased for all buildings. Breakfast at the Junior High/High School increased substantially due to the addition of the second chance breakfast program. She explained the program, stating that far more students were served during this ten minute break than before school.

- The Summer Food Service Program took place June 28 through August 10, 2018, and was very successful. Many more breakfasts and lunches were served this summer as compared to last year.

- Pam Johnson received a scholarship to attend a USDA training in produce during the summer. The week-long training was held in Philadelphia.

- Healthy meals are being prepared for students. These meals include scratch cooking, sourcing local foods, and limiting sugar. Pam is working on increasing marketing to let students and the community know that meals prepared by Dayton School District not only meet the state and federal standards, but exceed them.

[Francisco Montelongo arrived.]

Superintendent

Superintendent Hay reported:

- Much work was accomplished during the summer. Superintendent Hay is entering his second year with the District; he understands Dayton's system much better, knows where the District is going, what needs to be done, and how best he can lead.

- Two excellent administrator team meetings have taken place recently. Sean Yoder, Business Manager, was welcomed to the team. Meetings included studying together Brene Brown's work, and planning for the new school year. Preparations include hiring new positions, strategic planning, in-service days, facilities, and social emotional professional development. Administrators are consciously looking at high leverage instructional practices and conducting co-observations together.

- The District is implementing a new leave reporting system that will move employee leave into an electronic realm. A lot of details must come together up front, but the new system will save a tremendous amount of time and paperwork, and provide employees with real time information on leave balances.

- Secretaries participated in a back-to-school meeting with Superintendent Hay. Discussion included team development and trust, giving and receiving feedback, and many details and processes for the 2018-2019 school year.

- The custodial and maintenance staff have been hard at work doing annual summer maintenance along with a number of other projects. Two custodial trainings took place to clarify best
practices in keeping the District’s buildings well taken care of and clean. Board members were shown pictures of classroom floors before stripping and cleaning, and after; a new buzz-in entry door at the Grade School; and new water fountains. New equipment was purchased that cuts down cafeteria cleaning by 25%. The team is doing an amazing job.

- Upcoming in-service days are: August 24 - new staff members; August 27 - all staff will participate in social emotional learning professional development; and August 28 - food service team development and professional development.
- The Physical Restraint and Seclusion Annual Report for 2017-2018 was read to Board members. (Record copy on file.) Board members were given the opportunity to ask Special Services Director Stephanie Ewing questions.

Financial Report
Sean Yoder, Business Manager, reported that to date, 104.12% of the budget revenue has been received, and 89.37% of budgeted expenditures have been made or encumbered for 2017-2018 school year. (Record copy on file.) Mr. Yoder introduced himself and gave the Board a timeline for upcoming financial reports. He encouraged Board members to ask questions and notify him if there is additional information they would like to hear in his report.

Administrators
Grade School Principal Stephanie Ewing reported:
- The Grade School leadership team met on August 6 and 7, 2018. The team was open to all staff members who wanted to participate. A great deal of work was accomplished.
- “Kinder Kick Start” begins next week. Students entering kindergarten this school year are participating in this four-day program.
- Board members were led through a multi-tasking exercise where they took a survey online and were given the results. The exercise was initially presented at the administrators’ retreat, and during the Grade School leadership team meeting.

Junior High/High School Principal Jami Fluke reported:
- The Summer Innovation Academy that provided learning opportunities throughout the summer for students in grades 6 through 12 was very successful.
- Several new staff members were welcomed to the Junior High/High School.
- Registration and picture day for grades 6 through 12 took place on August 9, 2018. 75% of junior high school students and 60% of high school students registered at the event.
- Plans are being made to make the i3 Center more transparent, and the spaces more functional and organized. The hiring process is taking place for two Agriculture Instructional Technicians. One technician position is temporary for the 2018-2019 school year and will be funded through the CTE grant.

Assistant Principal/Athletic Director Roger Lorenzen reported that 62 athletes participated in free sports physicals during the evening of August 9, 2018. The Oregon Schools Activities Association (OSAA) has formed new leagues this year, and he is meeting new contact people and participating in many meetings.

District Facilities Advisory Committee (DFAC)
Board members received copies of the Dayton School District Facilities Assessment Report – 2018, compiled by Soderstrom Architects. The facilities assessment and long-range plan will be submitted
to the state by September 1, 2018. Superintendent Hay reported on discussions at the August 13, 2018
DFAC meeting, and reviewed the timeline for the work that needs to be done to place a bond on the
May 2019 ballot. Submission of the Oregon School Capital Improvement Matching Program
Application is due September 14, 2018. Board members discussed the upcoming bond proposal,
including security and safety in our schools, code updates, energy saving projects, the i3 Center
remodeling plans, and Americans with Disabilities Act (ADA) accessibility upgrades.

DISCUSSION
Schedule of Board Events
-Board member report to Dayton City Council Meeting (first Monday @ 6:30 PM):
  September 4 (Tuesday due to holiday): Reba Stoller
  October 1: Pam Horst
-Welcome Back breakfast and in-service, Monday, August 27, 2018, 7:30 AM in the Grade School
  Commons.
-A Goal Setting/Work Session is proposed for Tuesday, September 11, 2018, beginning at 6:00 PM.
  Dinner will be served at 5:45 PM. The Regular Board Meeting will follow the Work Session at 7:30
  PM.

Board Agenda Annual Review
Board members reviewed the 2018-2019 Annual Board Agenda (record copy on file). The overview
will serve as a planning guideline for Board agendas and activities throughout the year.

Mission, Values and Vision Language
Superintendent Hay reported that administrators and Board members discussed mission, values and
vision statements at previous Board work sessions. Staff members were included in the discussion
through surveys. Mission, values and vision statements follow:
• We are a District with heart... developing minds... [mission]
• We do this by: fostering relationships and equity; expecting hard work and grit, innovation, and
  attention to detail; and behaving with authenticity, humility, and a strong moral compass. [values]
• Empowering students for a life of purpose. [vision]
Next steps will include developing goals and identifying strategies.

INFORMATION
This is an information item and no action is required by the Board. Comments, questions, concerns
and recommended edits should be forwarded to the superintendent for consideration prior to the
September 2018 Board Meeting in which the board policy and administrative regulation are
recommended for a second reading/adoption. Superintendent Hay reviewed the following Board
policies:
-GBC, Staff Ethics: recommended edits based on the Oregon Government Ethics Commission
completed review of OSBA’s policy.
-IGAC, Teaching about Religion (delete); IGAC, Religion and Schools (new); and IGAC-AR,
  Recognition of Religious Beliefs and Customs (new): new policy and administrative regulation that
  addresses religion and schools are recommended by OSBA. It is not a result of new legislation or a
  change in law. The policy clarifies that the District can teach about different types of religion, but
  cannot share personal beliefs or tell students what to believe.
BUSINESS
Establish Regular Board Meeting dates, time and place for 2018-2019

Motion
Board members received copies of the proposed schedule of Board Meeting dates for 2018-2019 as discussed at the June 2018 Board meeting. The schedule indicates the Regular Board Meeting and Board Work Session dates, times and location for 2018-2019.

-It was moved by Teresa Shelburne, seconded by Francisco Montelongo, and carried (6-0) to establish the Regular Board Meeting dates for 2018-2019, to be held on the second Tuesday of each month at 7:00 PM in the District Board Room. (Record copy on file.)

Adopt Mission, Values and Vision Language

Motion
The mission, values and vision language was discussed during the discussion part of the Board Meeting. Superintendent Hay stated that the Board will discuss goals and next steps at the September 11, 2018 work session.

-It was moved by Debbie Kearns, seconded by Pam Horst, and carried (6-0) to adopt the following language:
  - Mission Statement: “We are a District with heart…developing minds”
  - Values Statement: “We do this by: fostering relationships and equity; expecting hard work and grit, innovation, and attention to detail; and behaving with authenticity, humility, and a strong moral compass.”
  - Vision Statement: “Empowering students for a life of purpose.”


Motion
Board members received copies of the 2018-2019 District Employee Policy Handbook, Grade School Parent/Student Handbook, and the Junior High/High School Parent/Student Handbook. The format of the District Employee Policy Handbook was changed this year to contain an appendix that includes the Grade School Staff Handbook and the Junior High/High School Staff Handbook. 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 were given the opportunity to ask questions. Handbooks will be posted on the District website when completed; printed copies will be available on request.

-It was moved by Isaac Kearns, seconded by Francisco Montelongo, and carried (6-0) to confirm the District Employee Policy Handbook, the Grade School Parent/Student Handbook, and the Junior High/High School Parent/Student Handbook for 2018-2019 as presented. (Record copies on file.)

Appoint Budget Committee Members

Motion
Terri Paysinger (position #2, term expired 6/30/18) verbally confirmed on August 8, 2018, that she would like to continue on the Budget Committee. Jeff Crapper (position #6, term expired 6/30/18) verbally confirmed on August 8, 2018, that he would like to continue on the Budget Committee. It is recommended that Terri Paysinger be appointed to Position #2, term expiration of 6/30/2021; and that Jeff Crapper be appointed to Position #6, term expiration of 6/30/2021. This leaves two vacancies on the Budget Committee – Position #1, expiring 6/30/2019; and Position #5, expiring 6/30/2019.

-It was moved by Teresa Shelburne, seconded by Pam Horst, and carried (6-0) to appoint Terri
Paysinger to Position #2 on the Budget Committee, with the term to expire on June 30, 2021; and to appoint Jeff Crapper to Position #6 on the Budget Committee, with the term to expire on June 30, 2021.

Adopt Board Policies/Administrative Regulations

Motion

The following Board policies and administrative regulations are being recommended for adoption or deletion. Superintendent Hay explained that because the revisions of these policies and administrative regulations are due to recent updates to the law and are required by OSBA, a first reading was not necessary. Superintendent Hay reviewed the policy changes. Board members were given the opportunity to ask questions.

- GBN/JBA, GBN/JBA-AR, JBA/GBN, and JBA/GBN-AR: these policies are on sexual harassment. They have been updated to reflect House Bill 4150 (2018), and the temporary rules in OAR 581-021-0038 adopted by the State Board of Education June 21, 2018.
- GCBDC/GDBDC, Domestic Violence/Harassment/Sexual Assault/Stalking Leave: this policy is being updated to more accurately reflect the language in ORS 659A.285.
- ICC, Volunteers: the recommended policy revision provides language that meets the new OAR 581-021-0502 requirements.
- IGBA, IGBAG-AR, IGBAH, IGBAJ, IGBAJ-AR, IGBHE, IKF and JCEA: these policies address the Modified Diploma. They have been updated to reflect Senate Bill 1522 that corrected language contained in SB 20 which prevented districts from accessing State School Fund dollars for students who received a modified diploma and wanted to continue receiving transition services until age 21. SB1522 allows districts to continue receiving State School funds to provide those services.
- GCDA/GDDA and GCDA/GDDA-AR, Criminal Records Checks and Fingerprinting: the recommended policy revisions provide language that meets the new OAR 581-021-0502 language.
- CM, Compliance and Reporting on Standards (new): a new policy is recommended because of a revision to OAR 581-022-2305, setting a new due date for the district’s report to the Oregon Department of Education on compliance with state standards.
- LGA, LGA-AR(1), and LGA-AR(2): these policies address complaints and appeals. OSBA recommends deletion of these policies that are related to the local complaint procedure, and the appeal procedure to the Deputy Superintendent of Public Instruction.
- JHFE-AR(1), JHFE-AR(2) [delete], and KN-AR(1): these policies address investigations on district premises. Revisions are recommended because of clarification in Senate Bill 101 regarding investigations on district premises by Department of Human Services employees or law enforcement officials.
- JHCD/JHCDA-AR, Medications**: OSBA is modifying the definition of “prescription medications” in the administrative regulation to include prescription medications identified by State law.
- JHFF, Reporting Requirements Regarding Sexual Conduct with Students: this policy is being revised due to the Every Student Succeeds Act that added a new policy requirement very similar to the Oregon Law regarding sexual conduct with students.

It was moved by Francisco Montelongo, seconded by Debbie Kearns, and carried (6-0) to adopt the new Board Policies and the revised Board Policies and Administrative Regulations as recommended; and to approve the removal of Board Policies and Administrative Regulations as recommended. (Record copies on file.) List of Board Policies and Administrative Regulations follow:

- CM, Compliance and Reporting on Standards (new)
- GBN/JBA, Sexual Harassment
- GBN/JBA-AR, Sexual Harassment Complaint Procedure

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- GCBDC/GDBDC, Domestic Violence/Harassment/Sexual Assault/Stalking Leave
- GCDA/GDDA, Criminal Records Checks and Fingerprinting
- GCDA/GDDA-AR, Criminal Records Checks/Fingerprinting
- IGBA, Students with Disabilities – Child Identification Procedures
- IGBAG-AR, Special Education – Procedural Safeguards**
- IGBAH, Special Education – Evaluation Procedures**
- IGBAJ, Special Education – Free Appropriate Public Education (FAPE)
- IGBAJ-AR, Special Education – Free Appropriate Public Education (FAPE)
- IGBHE, Expanded Options Program
- IICC, Volunteers
- IKF, Graduation Requirements
- JBA/GBN, Sexual Harassment; JBA/GBN-AR, Sexual Harassment Complaint Procedure
- JECA, Admission of Resident Students**
- JHCD/JHCDA-AR, Medications**
- JHFE-AR(1), Reporting of Suspected Abuse of a Child
- JHFE-AR(2), Abuse of a Child Investigations Conducted on District Premises (delete)
- JHFF, Reporting Requirements Regarding Sexual Conduct with Students
- KN-AR(1), Relations with Law Enforcement Agencies
- LGA, Compliance with Standards (delete)
- LGA-AR(1), Public Appeals and Complaints about Alleged Violations of Standards (delete)
- LGA-AR(2), Direct Appeals to the State Superintendent of Public Instruction about Alleged Violation of Standards (delete)

The meeting was adjourned by the Board Chair at 8:25 PM.

Respectfully submitted,

[Signature]
Reba Stoller, Chair
Dayton Board of Education

[Signature]
Candy Duer, Board Secretary
Dayton Board of Education