

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

**REGULAR BOARD MEETING**

**Tuesday, August 8, 2017**

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

**CALL TO ORDER**

Board Chair Reba Stoller called the Regular Board Meeting to order at 7:01 PM and led the Pledge of Allegiance to the American Flag.

**ATTENDANCE**

**Board Members**

Reba Stoller, Chair

Teresa Shelburne, Vice Chair

Pam Horst

Isaac Kearns

Debbie Kearns *absent*

Francisco Montelongo

Raylinda Price

**Administrators/Board Secretary**

Jason Hay, Superintendent

Jan Bunn, Deputy Clerk

Candy Duer, Board Secretary

Stephanie Ewing, GS Principal (*arrived 7:22 PM*)

Jami Fluke, JH & HS Principal

**BOARD MEMBER OATH OF OFFICE**

Board Chair Stoller issued the oath of office to Board Member Isaac Kearns. (Record copy of Oath of Office and Election Certificate on file.)

**PUBLIC COMMENT**

There were no public comments.

**AGENDA**

Consent Agenda item 5.2, Accept Resignation, was added to the agenda.

**CONSENT AGENDA**

**MOTION**

It was moved by Raylinda Price and seconded by Pam Horst to approve the consent agenda. Reba Stoller, Teresa Shelburne, Pam Horst, Francisco Montelongo and Raylinda Price voted yes; Isaac Kearns abstained. The consent agenda was approved (5-yes; 1-abstain, 0-no) as follows:

- Approve Minutes of July 18, 2017, Regular Board Meeting.
- Accept Resignation of Sheila Terry, HS Food Service Assistant, effective August 7, 2017.

**REPORTS**

**City Council**

No report was given.

**Food Service Program**

Food Service Director Pam Johnson reported:

- 2017-2018 school year is the last year of Dayton School District's three year commitment to the Community Eligibility Provision (CEP). This program provides all students with a free lunch and breakfast each day of the school year. With the announcement that several Portland Public schools will not continue with the CEP next year, Pam will be re-evaluating the program for Dayton, continuing to work on identifying the percentage of students that

would qualify for benefits through the state. A recommendation to continue or discontinue the program will be brought to the Board at the regular Board Meeting in May 2018.

- The new bell schedule at the Junior High and High School allows a mid-morning break for students to participate in a “Second Chance Breakfast” program. Pam is excited about this new student-run program.
- Comparison of numbers of students served breakfast and lunch at the Grade School and High School for 2015-2016 and 2016-2017 were reported. All numbers increased in 2016-2017 except for breakfast at the Grade School.
- The Summer Food Service Program runs June 19 through August 11, 2017. Numbers of students served is down slightly due to the inability to serve at the Yamhill County Fair this year.

[Stephanie Ewing arrived.]

### **Superintendent**

Superintendent Hay reported:

- Board members received a water bottle with the Dayton School District logo as a gift from Superintendent Hay. Board members also received the book, Leaders Eat Last by Simon Sinek, to read together throughout the school year for professional development.
- There were no legislative updates to report.
- Superintendent Hay has met one-on-one with Board members, community leaders such as the Dayton City Manager and the Mayor of Dayton, several area Superintendents, staff members, and a student. He was invited to a Newberg Chamber Greeter Event by Board member Francisco Montelongo who was the guest of honor at the event. He was given a tour of the Yamhill County Fair by John Kemper, Grade School custodian and Yamhill County Fair Board Member. Superintendent Hay’s next level of outreach will be to the Board of the Dayton Education Foundation, and several other staff members.
- Superintendent Hay is continuing exploration into the District budget, past spending habits, practices, and procedures. He has read each Board Policy, focusing on building understanding and looking for areas that might be different from his expectations.
- Superintendent Hay gave a facility update, stating that he met with Maintenance Director Rick Palmer. They visited the buildings and discussed custodial floor maintenance and a strategic plan for rotating floor maintenance. Two big summer projects were also discussed – the completion of the office remodel at the Junior High/High School; and the High School outside brick sealing and cleaning project.
- The Physical Restraint and Seclusion Annual Report for 2016-2017 was read to Board members. (Record copy on file.) Board members were given the opportunity to ask Special Services Director Stephanie Ewing questions.
- Board members are encouraged to attend the OSBA Annual Conference with Superintendent Hay on November 10-11, 2017, in Portland. Contact Candy Duer for conference registration and room reservations. Room reservation information is required no later than September 11, as hotels fill up quickly.

### **Financial Report**

Jan Bunn, Business Manager, reported that to date, 101.03% of the budget revenue has been received, and 90.58% of budgeted expenditures have been made or encumbered for 2016-2017 school year. The 2016-2017 monthly average enrollment was 982 students (GS 425; JH 227; HS 330). (Record copy on file.) Preparations for audit are taking place. The ending fund balance is tentative, as revenues and expenditures that are received by August 31 are recorded for 2016-2017 school year. Projections for 2017-2018 will take place after the September payroll.

## **Administrators**

Grade School Principal Stephanie Ewing reported the Grade School leadership team met for two days. Much work was accomplished, including building a master schedule. New playground equipment was installed at the Grade School with the help of volunteers.

Junior High and High School Principal Jami Fluke reported that many staff members attended professional development activities during the summer which included AVID and GEAR-Up conferences, and Collaboration grant training. Leadership team training will begin next week. The High School is preparing for an accreditation process during the 2017-2018 school year.

## **DISCUSSION**

### **Schedule of Board Events**

-Dayton City Council Meeting (first Monday @ 6:30 PM): Tuesday, September 5: Reba Stoller; October 2: Raylinda Price; November 6: Pam Horst.

-Welcome Back breakfast and inservice, Monday, August 28, 2017, 8:00 AM in the High School Commons.

-Next Regular Board Meeting, Tuesday, September 12, 2017, 7:30 PM in the District Board Room, preceded by a Board Work Session for Board Professional Development at 6:00 PM. Dinner will be served.

### **Review Annual Board Agenda**

Board members reviewed the 2017-2018 Annual Board Agenda (record copy on file). The overview will serve as a planning guideline for Board agendas and activities throughout the year.

### **Board Professional Development**

Superintendent Hay stated that the purpose for Board professional development is to assure that the Board functions well as a team, and knows their roles and responsibilities to best serve students, staff and the community. Board members received the book, Leaders Eat Last by Simon Sinek. Superintendent Hay introduced the book and read highlights from bookmarked pages. Administrators will be receiving the book at the administrative retreat this week. He spoke about the four main responsibilities of the Board: hire and fire the superintendent; set policy, act on a budget, and represent the community. Board members also received the following Board policies for perusing: BBA – Board Powers and Duties; BBAA – Individual Board Member’s Authority and Responsibilities; BBF – Board Member Standards of Conduct; BG – Board-Staff Communications; and CBA – Qualifications and Duties of the Superintendent. During the September Board meeting, time will be spent watching part of an OSBA online course. Superintendent Hay stated that he will be sending emails to Board members each Friday during the weeks when Board meetings do not take place. These emails are a one way communication that is not intended to lead toward decision-making.

## **BUSINESS**

### **Confirm District Policy Handbook Changes, and High School/Junior High School Staff and Student Handbook Revisions**

#### **Motion**

Board members received copies of the District Policy Handbook proposed revisions for the 2017-2018 school year, and copies of the Junior High and High School’s Staff and Student Handbooks proposed revisions for the 2017-2018 school year. Junior High/High School Handbook revisions were presented at the July 2017 Board Meeting. The only change made to the previously presented information follows: Staff Handbook section titled “Staff/Parent Relations”. The revisions contain language that matches current Board Policy JECAC/GBH. Handbook revisions were based on

recommendations by the Oregon School Boards Association to coordinate with Board policies and/or updates due to recent legislation. Handbooks will be posted on the District website when completed; printed copies will be available on request.

-It was moved by Teresa Shelburne, seconded by Raylinda price, and carried (6-0) to confirm the District Policy Handbook revisions and to confirm the Junior High and High School's Staff and Student Handbook revisions for the 2017-2018 school year as recommended. (Record copies on file.)

**Enrollment/Interdistrict Transfer Criteria**

**Motion**

Superintendent Hay recommended the following interdistrict transfer criteria beginning August 9, 2017 through June 12, 2018, for the 2017-2018 school year:

**Criteria for acceptance of interdistrict transfer students:**

Grade Level (s)	Criteria
Grade Kindergarten	6
Grades 1-5	Closed
Grade 6	6
Grade 7	Closed
Grade 8	9
Grade 9	Closed
Grade 10	6
Grade 11	1
Grade 12	Closed

**Additional Criteria:**

An exception will be made for students who have siblings currently attending Dayton School District or accepted under the District's Interdistrict Transfer criteria. The District will follow all interdistrict transfer legislative requirements.

**Criteria for release of students through the interdistrict transfer process:**

Grade Level (s)	Criteria
Grades Kindergarten – 12	No limitations for release of students.

The criteria have not changed from the numbers set at the June 15, 2017 Board Meeting except for the deduction of number of students accepted under the interdistrict transfer process since that date. Revisions to the 2017-2018 criteria may be brought to the Board sooner than the June Board Meeting if there are no pending applications for consent. Limitations to Interdistrict Transfer students will be set by May 1 annually for next school year.

-It was moved by Francisco Montelongo and seconded by Pam Horst to approve interdistrict transfer criteria for the 2017-2018 school year through June 12, 2018, as recommended. Motion passed (6-0).

**Adopt Board Priorities**

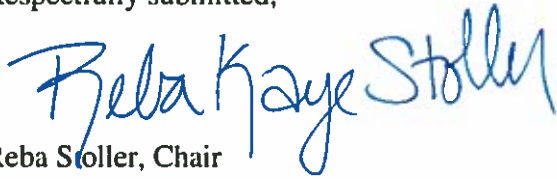
**Motion**

Board members received copies of the 2017-2018 Board Priorities. Superintendent Hay recommended adopting the Board Priorities that are unchanged from the 2015-2017 Board Priorities. The Board will undertake a process of strategic planning during the 2017-2018 school year. At the end of this process, priorities will be revised and adopted for the 2018-2019 school year.

-It was moved by Raylinda Price, seconded by Pam Horst, and carried (6-0) to approve the 2017-2018 Board Priorities as recommended. (Record copy on file.)

The meeting was adjourned by the Board Chair at 8:02 PM.

Respectfully submitted,



Reba Stoller, Chair  
Dayton Board of Education



Candy Duer, Board Secretary  
Dayton Board of Education