REGULAR BOARD MEETING
Tuesday, January 8, 2019
The Board of Directors of Dayton School District No. 8 met for the regular monthly meeting on Tuesday, January 8, 2019, 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
Isaac Kearns, Vice-Chair absent
Pam Horst absent
Debbie Kearns
Francisco Montelongo
Raylinda Price absent
Teresa Shelburne
Administrators/Board Secretary
Jason Hay, Superintendent
Sean Yoder, Deputy Clerk
Candy Duer, Board Secretary
Stephanie Ewing, GS Principal
Jami Fluke, JH & HS Principal

SPECIAL RECOGNITION
January is School Board Appreciation month. Superintendent Hay presented certificates to each Board member. Certificates read, “Certificate of Appreciation - January 2019 School Board Appreciation Month. ‘Who we are is how we lead.’ – Brene Brown. Thank you for leading as your true selves – with curiosity, grace and dignity.” Superintendent Hay thanked Board members for their service and all that they do for the school district. Principals Stephanie Ewing and Jami Fluke thanked Board members for their service on behalf of the Grade School and Junior High/High School. Board members received written notes of appreciation and other tokens of appreciation from students, teachers and administrators.

PUBLIC COMMENT
There were no public comments.

AGENDA
There were no changes to the agenda.

CONSENT AGENDA
MOTION
It was moved by Francisco Montelongo, seconded by Teresa Shelburne, and carried (4-0) to approve the consent agenda as follows:
- Approve Minutes of December 11, 2018 Regular Board Meeting.
REPORTS
Student Government
No report was given.

Audit
Auditor Jennifer Darst of Boldt, Carlisle, & Smith LLC., presented the Dayton School District #8 Annual Financial Report for the Year Ended June 30, 2018 (Audit). (Record copy on file.) Board members received paper copies and electronic copies of the report. A communication letter was mailed directly to each Board member which explained the auditors’ responsibility in relation to the financial statement audit, and an overview of important information for the use of the Board of Directors and management of Dayton School District #8. (Record copy on file.)

Board members received copies of an Auditor’s Report containing brief highlights of the Audit. (Record copy on file.) Jennifer Darst reviewed the report that included the following bullet points: explanation of unmodified report; explanation of four sets of applied auditing standards; financial highlights; minimum standards; government auditing standards; uniform guidance; and a list of the audit team members. A comment regarding deficiency of internal control due to the lack of segregation of duties was noted. This is common in small districts because of the limited number of staff members. The single audit for 2017-2018 was conducted on the Child Nutrition Cluster. There were no material weaknesses or significant deficiencies found. Student activities were reviewed and there were no material findings; recommendations for improved accounting procedures were suggested. Jennifer Darst thanked Sean Yoder and the District staff for being ready, for being available, and for answering all of their questions. Board members were given the opportunity to ask questions.

[Board members took a short break for dessert in honor of School Board Appreciation month.]

Superintendent
Superintendent Hay reported:

- Dayton High School Ag classes and FFA students were thanked for their food contributions. Before winter break, they processed thousands of pounds of fruits and vegetables to donate to local and statewide families and food banks.

- All those involved in the Junior High and High School annual Winter Wish event were thanked for bringing donations to a number of students and families, as well as taking students shopping for Christmas gifts for themselves and family members.

- The required annual Integrated Pest Management report was recently completed by Maintenance Director Rick Palmer. Board members received copies of the summary in the electronic Board packet. Highlights of the report include: the district continues to use monitoring boxes for mice and insects; sugar ants are the biggest pest problem; and the district contracts with C & D Landscape Company, an approved pesticide applicator, for lawn and grounds maintenance.

- The Oregon Department of Education recently identified Dayton Junior High School as a school in the category of “Targeted Supports for Improvement”. Under the Every Student Succeeds Act (ESSA), any school with a specific group of students with a Level 1 in at least half of the rated indicators receive this status. This is tied to the achievement and equity conversations that the Board has had in past months when looking at state report cards, achievement data, and specifically achievement gaps in our district. The District has been planning to implement this work of improvement, now extra resources and support from the
state will be offered. Superintendent Hay and JH/HS Principal Jami Fluke will attend a regional meeting on February 21, 2019, to learn more about what is required of the District, and what supports will be offered.

- As related to improving core content instruction, work continues with our math consultant from Teacher Development Group. The third of four visits is scheduled for next week. A report on the visit and on the progress our teachers are making will take place at the February Board Meeting.

Financial Report
Sean Yoder, Business Manager, reported to date, 69.22% of the 2018-2019 budget revenue has been received, and 76.71% of budgeted expenditures have been made or encumbered. Student enrollment as of December 21, 2018, is 1020 students (Grade School 443; Junior High School 250; High School 327). (Record copy on file.) A corrective action plan will be filed with the Oregon Department of Education regarding the lack of segregation of duties finding by the auditors. There are two vacancies on the Budget Committee.

Administrators
Principal Stephanie Ewing reported on the following events/activities at the Grade School:

- Winter programs took place on December 18 and 19, 2018;
- Oregon Department of Education Special Education Child Count collection has been submitted;
- Classrooms are implementing the PAX Good Behavior Game;
- Late Start Monday professional development is focusing on math;
- Work continues on a staff wellness grant opportunity;
- And Stephanie Ewing will participate in a focus group at Willamette Education Service District on student behavior at the elementary level.

Principal Jami Fluke reported on the following events/activities at the Junior High School and High School:

- Canned food donations fundraiser during Winter Week;
- Winter Wish giving program;
- GEAR UP grant update including alumni breakfast;
- CTE grant update, including the painting of the i3 Innovations Center floors and start-up of student run business - Captain Jack’s Java Shack;
- Pirate Night on March 5, 2019 showcasing the i3 Innovations Center;
- And pilot program to help identified freshmen earn credit.

District Facilities Advisory Committee (DFAC)
Superintendent Hay reported on the work of the committee as it continues to assess and plan for possible facility upgrades and improvements in preparation for a potential general obligation bond to be placed on the ballot in May of this year. An advisory committee will meet this week to review the community bond survey results. Debbie Kearns, Isaac Kearns, Reba Stoller, Sean Yoder, and Jan Bunn were thanked for their work on the advisory committee. Approximately 270 individuals responded to the survey. The data from the survey results will be shared with DFAC members at the next meeting on January 14, 2019. The goal is for DFAC to forward a bond project scope recommendation to the School Board at the February Board work session. After discussion,
resolution will be presented to the Board for approval during the regular meeting. Superintendent Hay, Sean Yoder, Jan Bunn and bond counsel will work together to draft bond language and a draft resolution for the School Board.

Superintendent Hay will meet with the Energy Trust of Oregon consultant to walk through our buildings and prepare a work plan for facility upgrades, including a proposal to utilize SB1149 funds. Recommendations for upgrades will be made prior to the submission of a bond package to the community.

Outreach regarding the work of the DFAC and plans for a general obligation bond continues. Superintendent Hay will meet with staff members again prior to the February Board meeting. The February School Scene will include a message from the superintendent thanking the community for responding to the survey and sharing the next steps of the process; the same information will be shared on FaceBook. Community forums will be planned in early March and late April to communicate additional bond information.

INFORMATION

First Reading of Board Policies
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 February 2019 Board Meeting in which the board policies are recommended for a second reading/adoptions. Superintendent Hay reviewed the following Board policies:
-GBH/JECAC, Staff/Student/Parent Relations**: revisions recommended by the Oregon School Boards Association (OSBA) to accommodate revised Oregon laws that relate to noncustodial parents and visitation rights.
-JKFB, Graduation Exercises: language revisions recommended by OSBA due to legislation resulting from HB 3267 and 2220, and SB 20 regarding date selection of graduation ceremony. The graduation ceremony is planned by the school on a date selected by the School Board when approving the academic calendar.
-JEA, Compulsory Attendance**: language revisions recommended by OSBA due to the passing of HB 3029 and 2409, and SB 20, adding new or revised exemptions to the compulsory attendance law.

DISCUSSION

Schedule of Board Events
-Next District Facilities Advisory Committee (DFAC) meeting, Monday, January 14, 2019, 6:00 PM in the District Board Room.
-Next Regular Board Meeting, Tuesday, February 12, 2019, 7:30 PM in the District Board Room, preceded by a Board Work Session at 6:00 PM. Dinner will be served at 5:45 PM.
-DFAC meeting, Monday, March 4, 2019, 6:00 PM in the District Training Room.
-Next Regular Board meeting, Tuesday, March 12, 2019, beginning at 7:00 PM in the District Board Room.

BUSINESS
Accept Audit Report
Motion
The 2017-2018 Annual Financial Report (Audit) was presented to Board Members by Jennifer Darst of Boldt, Carlisle, & Smith LLC during the Reports portion of the meeting. Board members were
given the opportunity to ask questions.
-It was moved by Teresa Shelburne, seconded by Debbie Kearns, and carried (4-0) to accept the 2017-2018 Annual Financial Report as presented. (Record copy on file.)

**Adopt 2018-2019 Division 22 Standards Assurances Motion**
Copies of the Division 22 Standards for Public Elementary and Secondary Schools 2018-2019 Assurances Report were given to Board members. By February 1st of each year, school district superintendents are required to report to their local school board the district’s standing with respect to all Standards for Public Elementary and Secondary Schools as set forth in Oregon Administrative Rules (OARs) 581-002-2305, or what is more commonly called “Division 22”. Districts are also required to post the report to their websites by February 1, 2019. Following both of these requirements, districts will complete and submit to the Oregon Department of Education (ODE) the annual Elementary and Secondary Schools Assurance Form by February 15, 2019.

Superintendent Hay reported that last year the District was not in compliance with one standard – the requirement of a media specialist or certified librarian; the District now meets that standard by working with a company specializing in library solutions. Dayton School District is in compliance with all of the Division 22 rules for the 2018-2019 school year.
-It was moved by Teresa Shelburne, seconded by Francisco Montelongo, and carried (4-0) to adopt the 2018-2019 Division 22 Standards Assurances as presented. (Record copy on file.)

**Budget Calendar for Fiscal Year 2019-2020 Motion**
The proposed Budget Calendar for the 2019-2020 fiscal year was presented to the Board for review. The first Budget Committee Meeting is scheduled for May 14, 2019. By law, final adoption of the budget must occur prior to June 30, 2019. There are two vacant Budget Committee positions. Business Manager Sean Yoder reported that the calendar follows the same format as last year’s calendar. One typographical error was noted and will be corrected.
-It was moved by Debbie Kearns, seconded by Francisco Montelongo, and carried (4-0) to adopt the Budget Calendar for Fiscal Year 2019-2020. (Record copy on file.)

**Adopt Board Policy Revision Motion**
Superintendent Hay recommended revision for Board Policy JHCA/JHCB, Immunization, Physical Examination, Vision Screening/Eye Examination and Dental Screening**. The revision is an addition of the last sentence to the policy addressing HB 3353 which outlines requirements a district must follow regarding dental screenings for students.
-It was moved by Francisco Montelongo, seconded by Teresa Shelburne, and carried (4-0) to adopt revised Board Policy JHCA/JHCB as recommended. (Record copy on file.)

The meeting was adjourned by the Board Chair at 8:00 PM.

Respectfully submitted,

Reba Stoller, Chair
Dayton Board of Education

Candy Duer, Board Secretary
Dayton Board of Education

Dayton School District #8: Regular Board Meeting – January 8, 2019