

**Siletz Valley School
Regular Board Meeting Minutes
October 28, 2025**

I. Call to Order at 5:30pm

Board Members present: Jenifer Metcalf, Dee Butler, Sharon Edenfield, Jacob Reid
(arrived 5:40)

Board Members absent: Melinda Pearson

II. Public Participation

- a. No public participation

III. Approval of Agenda

Motion for approval of regular meeting agenda with addition of Executive Session prior to Action Items, Action Item Personnel Changes, Action Item Cell Phone and Electronic Devices Policy by Sharon, seconded by Dee; motion carried.

IV. Approval of Items on Consent Agenda

- a. September Regular Board meeting minutes, meeting occurred October 1, 2025
Motion to approve the September Board Meeting Minutes by Dee, seconded by Jacob; motion carried.

V. Superintendent's Report

- a. Principal -
 - i. Recent events in the community presented with positive reflection of school and staff
 - ii. Upcoming events: Veteran's Assembly next Thursday at 1:30pm, Trunk-or-Treat on Halloween from 4-7
 - iii. Student of the Month recognition for September occurred October 8th and 9th
 - iv. Professional Development was October 17th with focus on operational and instructional topics
 - v. CTSI now has a dedicated space in the building for support and wellness. This room will be staffed each day during school hours. CTSI Domestic Violence assembly has been rescheduled.
 - vi. Referrals reported in comparison to neighboring schools are reviewed for content and additional clarification. Major and Minor Incidents are defined.
- b. Athletic Report -
 - i. MS and HS fall seasons have concluded

- ii. Coop with Eddyville for Wrestling is in consideration, 7 students are interested in middle school mat club during pause before basketball season
- iii. Outlook on Winter sports season provided, with additional information regarding open Coach opportunities for both middle school basketball positions and high school girls basketball
- iv. AD conducted the Football All League Mtg so well that the Volleyball Mtg was also requested, an additional AED device was presented to AD as appreciation
- v. Board request for Culture Report to be a separate report at the end of the AD report
- vi. Culture Report -
 - 1. Drummers went to the State Capitol to perform and represent SVS. Sharon requests a list of students to give proper credit for the event at the next Tribal Council meeting. The drum group has become state renowned. Four base songs will be identified for Toledo student participation.
 - 2. November/December there will be a visit to the Dance House
 - 3. Canoe family is starting
- c. Facilities plan is due by October 31st, submission of the plan is required for release of LCSD \$250,000.00
- d. Enrollment is 194; Attendance is 76.9% - Attendance Committee has been formed to make calls from attendance list made daily by attendance clerk, attendance awards are in place for students. The attendance committee includes Sabrina, Danielle, Cova, Lenora and Debra. Recent calls home regarding absence have made an impact.
- e. Superintendent mailbox is a place for staff concerns. Board questions if we are checking with staff regarding social emotional well being.
- f. Students and Staff will be recognized at the next awards assembly
- g. Teachers received PD/Training September 23rd regarding major and minor discipline, and how to use the forms for reporting
- h. School performance '*Winter Wonderland*' planned for December 17th, time tba, tentatively 6-8pm
- i. Staff evaluation meetings are scheduled to occur in the upcoming days
- j. Behaviors at our school do not include major fights. The State looks at out of school suspensions, which is tier 3. CTSI staff is to be included in the notification for wrap-around services. Discussion around how parent communication could be automated through Synergy.
- k. Morning announcements have been received in a positive manner

VIII. Information Items

- a. Policies presented for review and feedback, Cellphone and Electronic Device Policy needs action taken today, we are hopeful to build and promote our program to bring students back.
- b. Enrollment/Attendance Reports - Attendance broken out by grades would look very different
- c. Financial Report - Board requests a meeting for Budget review, and Salaries/Personnel audit prior to additional staff changes. The Board should know the reserve rate, see segregation of duties and budget balances should be provided.

VII. Executive Session to consider the employment of a public officer, employee, staff member or individual agent. (ORS 192.660(2)(a)).

Motion to move to Executive Session by Jacob, seconded by Sharon; motion carried 7:30pm

Motion to return to Regular Meeting by Sharon, seconded by Dee; motion carried 9:05pm

VIII. Action Items

- a. Approval of September Checks and Deposits -
 - i. Board requests an updated format for presentation of checks and deposits
 - ii. Board request for Budget Workshop to occur November 24th, 5:30pm, SVS Board Room. The budget needs to be presented in a format that clearly identifies starting budget, the to date balance, variance, and clear program budgets on all school budgeted accounts. The Board additionally requested the Auditor do a presentation.

SVS Checking Account

Check numbers & deposits that were processed from Sept 1 through Sept 30, 2025.

Check numbers 4855-4887 (33 AP checks) and 7232-7239 (8 payroll checks) for a total of \$73,759.65

24 Payroll direct deposit for a total of \$71,657.29

Employer paid payroll expenses total of \$71,790.73

SVS Checking Account Deposits

2 Deposits #141-142 for a total of \$4,628.56

1 Transfers from SVS Money Market to Checking in the amount of \$150,000.00

SVS MM Account

1 Deposits #183 for a total of \$236,201.56

Motion to approve the September checks and deposits Jacob; second Dee; motion carried

b. Bank Signers

Motion to approve removal of Debra Barnes with addition of Lenora Hall as bank signers by Sharon, seconded by Jacob; motion carried

c. Bank Account Changes - Board recommendation to look at other banks for services

Motion to approve the addition of Lenora Hall to all bank accounts by Sharon, seconded by Jacob; motion carried

d. Approval of Personnel Changes

Motion to approve personnel changes by Sharon, seconded by Jacob; motion carried

e. Cell Phone and Electronic Device Policy

Motion to approve personnel changes by Sharon, seconded by Jacob; motion carried

f. Out of County Field Trips

i. Discussion of process for paper approval of field trips prior to Board review, budget deficit is a factor

ii. College visits - Board to revisit at a later date

iii. Drum Group to Nestucca

Motion to approve the Drum Group to Nestucca by Sharon; motion dies without a second

VII. Adjournment

Motion to adjourn the meeting at 9:35pm by Dee, seconded by Sharon; motion carried

Minutes taken by Cova Metcalf