

**Siletz Valley School
Regular Board Meeting Minutes
July 29, 2025, 5:30pm, at Siletz Valley School**

I. New Board Member – Swearing In

- a. Jacob Reid is sworn in as a Siletz Valley Schools Board Member

II. Call to Order at 5:31pm

Board Members present: Jenifer Metcalf, Dee Butler, Jacob Reid

Attendees: Majalise Tolan, Kelley Ellis, Niessa Romero-Smith, Jessica Anderson, Trina Kosydar, Kent Rilatos, Theresa Smith, Lorissa Fjishin, Reggie Butler Jr., Bonnie Peterson, Debra Barnes (Interim Superintendent), Cova Metcalf (Recorder)

III. Public Participation

No submissions this meeting

IV. Election of Board Officers –

- a. Description of officer duties and Bi-laws are read aloud for all Board Members
- b. Nomination of officer duties
 - i. Jenifer Metcalf, Board Chair
 - ii. Dee Butler, Vice Chair
 - iii. Jacob Reid, Treasurer

Motion to approve official Board officer duties Jacob Reid, second by Jenifer Metcalf.
Motion carries by unanimous vote; 3 Approve, 0 Against, 0 Abstain, 0 Absent

V. Consent Agenda –

- a. May Meeting Minutes
 - i. May 27, 2025 Regular Board Meeting Minutes
 - ii. May 14, 2025 Special Meeting Minutes
 - iii. May 30, 2025 Special Meeting Minutes

Motion to approve May meeting minutes by Jenifer Metcalf, second Jacob Reid.
Approved by vote; 1 For, 0 Against, 2 Abstain, 0 Absent

VI. Superintendent Report – Debra Barnes

- a. Enrollment /Attendance
 - i. Last year enrollment; 235 students to begin, 221 students end of year
- b. Financial Reports reviewed
- c. Summer school update
 - i. Approximately 35 summer school students, 10 using transportation
 - ii. Summer school is 4 consecutive weeks; next year 2 separate two week blocks will be the goal to allow for support staff in the building.

VII. Action Items

- a. Checks and Deposits

SVS Checking Account

Check numbers & deposits that were processed from May 1 through May 31, 2025.

Check numbers 4713-4745 (33 AP checks) and 7187-7202 (16 payroll checks) for a total of \$73,967.29, Processed from June 1 through June 30, 2025, Check numbers 4746-4793 (48 AP checks) and 7203-7218 (16 payroll checks) for total of \$122,617.77

33 Payroll direct deposit for a total of \$94,680.46 - May

58 Payroll direct deposits for a total of \$173,476.11 - June

Employer paid payroll expenses total of \$86,427.81 - May

Employer paid payroll expenses total of \$143,356.60 - June

SVS Checking Account Deposits

1 Deposits #137 for a total of \$144,807.95 - June

2 Transfers from SVS Money Market to Checking in the amount of \$300,000.00 -June

SVS MM Account

1 Deposits #175 for a total of \$87,620.12- May, #176 for a total of \$62,102.57 - June

Motion to approve May & June Checks and Deposits by Jenifer Metcalf, second Jacob Reid.

Motion carries by unanimous vote; 3 Approve, 0 Against, 0 Abstain, 0 Absent

b. Approval of Bank signers

- i. Bank signers Christina Bushnell, Debra Barnes, Jacob Reid
- ii. Remove Signers: William Worman, Tracey Viar, Ginger Redlinger

Motion to approve removal and addition of bank signers by Jenifer Metcalf, second Dee Butler.

Motion carries by unanimous vote; 3 Approve, 0 Against, 0 Abstain, 0 Absent

c. Approval of Personnel Changes

Motion to discuss in Executive Session by Jenifer Metcalf, second Dee Butler.

Motion carries by unanimous vote; 3 Approve, 0 Against, 0 Abstain, 0 Absent

d. Approval of 2025-26 Substitute Rate

Motion to approve 2025-26 substitute rate by Jenifer Metcalf, second Jacob Reid.

Motion carries by unanimous vote; 3 Approve, 0 Against, 0 Abstain, 0 Absent

- e. Approval of 2025-26 Summer School Budget
 - i. Discussion for clarification of budget approval timeline and funding availability, approval is retroactive

Motion to approve 2025-26 summer school budget by Jacob Reid, second Jenifer Metcalf.

Motion carries by unanimous vote; 3 Approve, 0 Against, 0 Abstain, 0 Absent

- f. Approval of 2025-26 School Calendar
 - i. School Holidays are questioned and clarified
 - ii. Trina Kosydar adds union discussions will consider paid holidays

Motion to add calendar discussion to Executive Session by Jenifer Metcalf, second Dee Butler.

Motion carries by unanimous vote; 3 Approve, 0 Against, 0 Abstain, 0 Absent

- g. Approval of 2025-26 Board Meeting Calendar
 - i. Meetings are historically the last Tuesday of each month with minimal calendar adjustments to December and March

Motion to approve Board Meeting Calendar as written by Jenifer Metcalf, second Jacob Reid

Motion carries by unanimous vote; 3 Approve, 0 Against, 0 Abstain, 0 Absent

VIII. Superintendent open position

Motion to add Superintendent discussion to Executive Session by Jenifer Metcalf, second Dee Butler

Motion carries by unanimous vote; 3 Approve, 0 Against, 0 Abstain, 0 Absent

IX. Executive Session –

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

- a. Jenifer Metcalf motions for Executive Session, second Dee Butler.
Motion carries by unanimous vote; 3 Approve, 0 Against, 0 Abstain, 0 Absent.

6:19pm Start

- b. Motion to open the meeting by Dee Butler, second Jenifer Metcalf.
Motion carries by unanimous vote; 3 Approve, 0 Against, 0 Abstain, 0 Absent.

7:00pm End

- c. Community member expresses concern about no recorder present in the Executive Session, and the presence of Debra Barnes, as applicant for superintendent position, in the Executive Session.

X. Actions (cont.)

- a. Approval of Personnel Changes

Motion to approve Personnel Changes by Jenifer Metcalf, second Jacob Reid.

Motion carries by unanimous vote; 3 Approve, 0 Against, 0 Abstain, 0 Absent

b. Approval of 2025-26 School Calendar

Motion to approve 2025-26 School Calendar by Dee Butler, second Jacob Reid.
Motion carries by unanimous vote; 3 Approve, 0 Against, 0 Abstain, 0 Absent

- XI. **Adjourn at 7:35pm** motion by Jenifer Metcalf, second Dee Butler
Motion carries by unanimous vote; 3 Approve, 0 Against, 0 Abstain, 0 Absent