



## Jefferson County School District 509-J

~~Monday, June 10, 2024~~

Rescheduled to:

**Monday, June 17, 2024**

# 2023-2024 BOARD MEETING REGULAR SESSION & BUDGET HEARING

*Hybrid: In-person and Electronic via Zoom available for both meetings*

*Location changed due to construction:*

### MEETING LOCATION:

~~Jefferson County School District 509J (Board Conference Room)~~

**Jefferson County Performing Arts Center (PAC)**

**412 445 SE Buff Street, Madras, OR 97741**

[ACCESS ZOOM MEETING HERE](#)

Phone +1 253 215 8782 US (Tacoma)

Meeting ID: 832 0579 4073 Passcode: 103365

### 2023-2024 Board of Directors:

Chair Kevin Richards, Vice-Chair Courtney Snead, Laurie Danzuka, Jacob Struck and Regina Mitchell

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## REGULAR SESSION MEETING MINUTES

**BOARD OF DIRECTORS ATTENDANCE:** Chair Kevin Richards, Vice Chair Courtney Snead, Laurie Danzuka, Jacob Struck and Regina Mitchell

**ABSENT:** None

### 1. CALL TO ORDER / PLEDGE OF ALLEGIANCE / BOARD MEMBER ROLL CALL

Board Chair Kevin Richards called the regular session to order at 6:30pm immediately following the work session, followed by the Pledge of Allegiance. Board secretary took note of board member attendance. Board Chair Kevin Richards made the recommendation to wait and start the budget hearing at 7:00pm and move the promise scholarship recipients to the end of the regular session, allowing time for the students to arrive.

Board Chair Kevin Richards called for a motion to adopt the agenda with the suggested schedule changes in consideration of the Budget Hearing.

## 2. AGENDA ADOPTION

Courtney Snead made a motion to adopt the agenda with updates as the Board Chair described; the motion for board agenda update was adopted as described and passed unanimously – **APPROVED 5/0**.

## 3. INFORMATION / PRESENTATIONS / REPORTS / DISCUSSION ITEMS

### • July's Board Meeting

Superintendent Jay Mathisen explained that the next board meeting is scheduled for Thursday, July 11, 2024 and is expected to be brief, for officer nominations and the approval of annual required documents. He explained, the thought is not to have a work session, but only the regular session and asked the board if they want to wait until 7:00pm for this meeting on Thursday, July 11, 2024 or a different time.

Board discussion took place. Board members decided they will not have a work session and the start time of the regular session will be at 6:00PM.

### • Enrollment Update

Superintendent Jay Mathisen referred the board to page 13 of the board packet and shared the enrollment report, and explained that we are down fifty-three students from the June 1 report a year ago.

### • OSBA Policy Update – 1<sup>st</sup> Read, or Immediate Action for 2024-2025 FY

**IGDJ – Interscholastic Activities (keep current policy)** – policy replaces the following

IGDJA – District Athletic Eligibility – recommend to delete

IGDJA-AR(1) District Student Activities Program Eligibility – recommend to delete

IGDJA-AR(2) District Athletics Program – recommend to delete

IGDJA-AR(3) District Athletics and Activities Program Eligibility – recommend to delete

Board Chair Kevin Richards referred the board to pages 14-23 in the board meeting packet and asked Superintendent Jay Mathisen to summarize the topic.

Superintendent Jay Mathisen explained that administrators at the secondary level were looking at their practices and school level policies around athletic eligibility and realized they were not in alignment – in the course of those conversations, the assistant superintendent looked into the district level policies they did not align with the school policies. He explained in detail that currently, we do have the *IGDJ – Interscholastic Activities* policy that was readopted in November 2022, in addition to that policy we also have *IGDJA – District Athletic Eligibility* and the three corresponding administrative regulations (ARs). Our board secretary referred to OSBA policy specialist and was informed that policy IGDJ and ARs were previously removed because athlete eligibility is an OSAA and district and more appropriate for the student or athletic handbook; that previous recommendation did not happen, therefore, this evening we are proposing to keep our

current policy IGDJ – Interscholastic Activities and effective immediately **delete** the IGDJA – District Athletic Eligibility and corresponding ARs in order for us to be in alignment – this topic is listed in action items for the board to make a decision later in the meeting.

Board discussion took place and confirmed that this direction is removing it from board level and placing it in athletics and school level. Assistant Superintendent Shay Mikalson confirmed that this has been the case with other districts in our region as well. Board Chair Kevin Richards confirmed with other board members that this update sounds like a good idea for us and proceeded to the next agenda item.

- **K-12 Materials Adoption / Curriculum Adoption**

Superintendent Jay Mathisen introduced Curriculum Director, Melinda Boyle to present on the K-12 Materials for the proposed curriculum adoption.

Curriculum Director Melinda Boyle referred to pages 24-35 of the board packet and presented on the K-12 materials for the curriculum adoption – she explained the process and the specific recommended materials reflected in the action item detailed on pages 67-68 of the board packet.

Jacob Struck asked if there was very much public feedback during this process. Melinda Boyle explained that there was not a lot of public feedback provided but there was some great school-level feedback, and explained that the curriculum council met and they recommend to adopt these materials. Superintendent Jay Mathisen referred the board to page 24 and pointed out the leadership team involved in the process and said how impressed he is with the team members and the process for the curriculum adoption, there is a lot of work that goes into this process and looking at the names of all those involved, it is pretty impressive.

Board Chair Kevin Richards noted the recent role change (Melinda Boyle going to Director of Human Resources) on the personnel sheet this evening, and he thanked Melinda Boyle for all her work throughout the years as curriculum director and especially in this process.

- **2023-2024 Promise Scholarship Recipients**

Board Chair Kevin Richards introduced the 2024-2024 Promise Scholarship recipients Vicky Fang and Dasan Begay and asked that directors Regina Mitchell and Courtney Snead share.

Directors Regina Mitchell and Courtney Snead individually shared their thoughts about the Promise Scholarship award process and both said there were many great applicants but these two (Vicky Fang and Dasan Begay) clearly stood out.

Vicky Fang and Dasan Begay individually thanked the board of directors for this opportunity, for their scholarships and shared some of their educational plans for the future.

Each board member individually expressed how impressed they are by these students' (Vicky Fang and Dasan Begay), their level of involvement in school and the community, and the academic achievements; they congratulated and thanked them for being role models for other students.

After the opportunity for the Promise Scholarship recipients to take a photo with the JCSD 509J board members, Board Chair Kevin Richards recessed the regular session meeting to take time for the budget hearing that was presented on the agenda to take place as 7:00pm.

**Regular Session recessed - 7:05pm.**

## **BUDGET HEARING**

Board Chair Kevin Richards called the budget hearing meeting to order at 7:06PM and explained the purpose of this meeting is to allow the public an opportunity for input on the [Jefferson County School District 509J Budget](#) for the 2024-2025 school year. This budget will be presented to the Jefferson County School District 509J Board of Directors for board adoption this evening during the regular session

Board Chair Kevin Richards called for any public comments/input on the 2024-2025 budget.

There were no comments presented in-person, online via Zoom, or from the embedded link in the agenda to submit comments online.

With no comments presented Board Chair Kevin Richards adjourned the budget hearing at 7:07pm and went immediately back into the JCSD 509J Regular Session Board Meeting.

**Regular Session Reconvened -**

Board Chair Kevin Richards called the regular session back into order at 7:07pm.

**4. HEARING OF CITIZENS / DELEGATIONS / PUBLIC COMMENT [2-OPTIONS]**

**OPTION 1:** Each person wishing to speak will have signed in at the beginning of the meeting to be recognized. The 509-J Board of Directors reserves this time for citizens to share comments or concerns. Because time is limited, as a standard practice, as a courtesy to others, and to maintain our meeting schedule, guests will be allotted three minutes to speak. If you have a group attending regarding the same topic, you will need to appoint one

speaker. The Chair has authority to keep order and impose any reasonable restrictions necessary to conduct an efficient meeting. The Board reserves the right to delay discussion on any item presented until later in the meeting or at a subsequent meeting. Objective criticism of operations and programs may be heard, but no complaints concerning specific personnel, the visitor will be directed to the appropriate means for filing complaints as necessary.

**OPTION 2:** Jefferson County School District 509-J will accept public comment in writing prior to the meeting. Written comments must be received online (via the comment link on the agenda) by **1:00 pm** [*the date of the board meeting*] and may be read during the public comment section of the meeting. Comments or complaints regarding specific people or personnel WILL NOT be accepted, please refer to the district complaint policy.

No comments were submitted.

## **ACTION ITEMS**

### **5. CONSENT AGENDA**

- 5.1 Approval of Regular Session Board Meeting Minutes of May 13, 2024
- 5.2 Approval of Executive Session Action Only Meeting Minutes of May 13, 2024
- 5.3 Resolution #24-17, Misc. Grants & Donations (\$24,150)
- 5.4 Personnel Action
- 5.5 2024-2025 Indian Education Advisory Committee Calendar Update (Family Engagement)
- 5.6 Financial Report

Superintendent Mathisen explained the IEA Committee Calendar update is to reflect the change of family engagement from Friday to Thursday and it was confirmed by all administrators in an effort to minimize the conflict with any extracurricular activities.

Jacob Struck made a motion to approve the Consent Agenda as presented; motion passed unanimously – **APPROVED 5/0.**

### **6. RESOLUTION #24-18, 2024-2025 BUDGET ADOPTION**

Courtney Snead made the motion that the Jefferson County School District 509-J adopt the budget for the 2024-25 fiscal year in the amount of \$108,251,870 and the permanent tax rate for the 2024-25 fiscal year at the rate of \$4.5871 per \$1,000 of assessed value for operating purposes in the General Fund and in the amount of \$3,567,859 for the general obligation bond principal and interest in the Debt Service Funds; motion passed unanimously – **APPROVED 5/0.**

### **7. OSBA POLICY UPDATE, IGDJ replaces all IGDJA series**

Jacob Struck made a motion to approve the OSBA policy update, where policy IGDJ replaces all the IGDJA as presented; motion passed unanimously – **APPROVED 5/0.**

**8. APPROVE JCSD 509J & MEA CASCADE BARGAINING AGREEMENT 2024 – Ratified on 6/10/2024**

Superintendent Jay Mathisen directed board members to pages 56 of the board packet, reflecting the cover page to the JCSD 509J and MEA Cascade Bargaining Council Agreement for 2024-2025. He explained the pages to follow are not the entire agreement, but only the pages that reflect the agreed upon changes for 2024-2025. He summarized the changes reflected in red. He also thanked Courtney Snead for being a JCSD 509J board member representative during the bargaining process and asked that she share her perspective.

Courtney Snead shared that she thinks it is a really good experience and she felt there was a very positive vibe throughout the entire bargaining process. She asked for confirmation that next year it will be a full bargaining process.

Superintendent Jay Mathisen confirmed, yes that is correct - next year will be a full bargaining contract.

Courtney Snead motioned to approve the JCSD 509J & MEA Cascade Bargaining Agreement 2024 as presented; motion passed unanimously – **APPROVED 5/0.**

**9. APPROVE JCSD 509J OSEA BARGAINING AGREEMENT 2024**

Superintendent Jay Mathisen noted for the record that on the agenda it reflected ‘pending ratification’ and we learned today that the Association did ratify, and he directed board members to page 62 of the board packet for the cover page of the document explaining that the pages to follow are not the entire agreement, but only those articles that reflect changes for 2024-2025. Superintendent Jay Mathisen summarized the changes reflected in the document and explained that both parties agree to reopen in the spring of 2025 to negotiate over the insurance cap amount for 2025-2026 and 2026-2027 contract years.

Laurie Danzuka made a motion to approve the JCSD 509J OSEA Bargaining Agreement 2024 as presented; motion passed unanimously – **APPROVED 5/0.**

**10. JCSD K-12 MATERIALS ADOPTION / CURRICULUM ADOPTION / APPROVAL**

Chair Richards opened for further discussion explaining that the board is asked to adopt the recommended K-12 materials for use from September 2024-2031 as presented and called for a motion.

Jacob Struck motioned to approve the JCSD 509J K-12 Materials for Curriculum adoption as presented (pages 24-35) and documented in the action item (pages 67-68); motion passed unanimously – **APPROVED 5/0.**

**11. HVAC MAINTENANCE/SERVICE CONTRACT (July 2024- June 2029)**

Superintendent Mathisen explained that Operations Director Simon White presented on the proposed contract in a previous meeting – tonight we are requesting the board approve the contract in agreement.

Operations Director Simon White explained the HVAC maintenance/service contract and summarized a brief timeline of the work to take place.

Board Chair Richards called for a motion.

Laurie Danzuka made the motion to approve the HVAC Maintenance/Service Contract (July 2024- June 2029) as presented; motion passed unanimously – **APPROVED 5/0.**

**12. RESOLUTION #25-01, 2024-2025 ANNUAL PROCEDURES (Effective July 1, 2024)**

Superintendent Jay Mathisen explained the resolution for the 2024-2025 annual procedures.

Board Chair Richards called for a motion.

Courtney Snead made a motion to approve Resolution #25-01, 2024-2025 Annual Procedures (Effective July 1, 2024) as presented; motion passed unanimously – **APPROVED 5/0.**

**13. BOARD & SUPERINTENDENT HIGHLIGHTS**

- First time to witness graduation– blown away.
- Tony & Jess, to get those students across the graduation line, it takes a lot of work – all time high graduation rate!
- Graduations were special. Moving to hear a valedictorian speech in native language [Spanish].
- Leadership team – welcome conference, September 16, 2024... open registration on June 26<sup>th</sup>, ONE DAY conference
- Favorite time of year as a board member.
- Middle School 8<sup>th</sup> Grade promotion. Recognized teachers, so cool.
- Was involved in the Classified negotiations, nice to see the civility. All suspenseful all the way to the end. Nice to see the work and to come to a final agreement.
- Scholarship awards, graduation ceremonies – spirit of celebration.
- Pre-K kids' graduation to kindergarten – fun!
- MHS graduation [1:04] – Dasan's song... hope to see more.
- Bridges did a great job. Sometimes there's a down play because they are smaller and different time/day - good work of the staff.
- Graduation attendance and scholarship ceremony was great.
- Attended wo field trips - bus drivers are awesome!

**14. REMINDERS MARK YOUR CALENDAR**

- **Board Regular Session Meeting ONLY – Thursday, July 11, 2024 @6pm** (Brief mtg for FY approvals)
- **OSBA Summer Board Conference, August 9-11, 2024 @Salem Convention Center**
- **JCSD 509J Board Retreat - Monday, August 12, 2024 @Big Muddy, Noon – 4:00PM** (carpool / meet/leave from district office)

***Important Note:*** Dates, times and locations of the events listed are subject to change with little or no notice, please check the JCSD 509J website for school board, individual school and performing arts center information on the various events scheduled throughout our district: <https://www.jcsd.k12.or.us/>

**15. MEETING CLOSURE/ADJOURNED**

With no further business, Board Chair Richards adjourned the meeting at 7:38pm .

**Draft to Board for approval at next meeting,  
Thursday, July 11, 2024**

\_\_\_\_\_  
Tessa Bailey, Executive Assistant

\_\_\_\_\_  
Board Chair Kevin Richards

\_\_\_\_\_  
Superintendent Jay Mathisen

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



# PHOTO FROM THE EVENING

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## 2023-2024 JCSD 509J BOARD OF DIRECTORS and PROMISE SCHOLARSHIP RECIPIENTS



*Photo courtesy of Communications Coordinator Joey Precht*

**Left to Right:** Board Chair Kevin Richards, Laurie Danzuka, Vicky Fang, Dasan Begay, Courtney Snead, Jacob Struck and Regina Mitchell