



Jefferson County
School District 509J
UNITE. ENGAGE. SOAR.

Jefferson County School District 509-J

Thursday, July 11, 2024

2024-2025 BOARD MEETING

Regular Session @6:00PM

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

MEETING LOCATION:

Jefferson County School District 509J Performing Arts Center (JCSD 509J PAC)

412 SE Buff Street, Madras, OR 97741

[ACCESS ZOOM MEETING HERE](#)

Phone: 253 215 8782 US (Tacoma)

Meeting ID: 811 3864 7355 Passcode: 412059

2024-2025 Board of Directors:

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

REGULAR SESSION MEETING MINUTES

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

ABSENT: Vice Chair Courtney Snead

CALL TO ORDER / PLEDGE OF ALLEGIANCE / BOARD MEMBER ROLL CALL

Board Chair called the meeting to order at 6:00pm followed by the Pledge of Allegiance. Board secretary noted board member attendance for the record.

AGENDA ADOPTION

Board Chair Kevin Richards asked if there are questions or comments on the agenda, and called for a motion to adopt the agenda.

Laurie Danzuka moved to adopt the agenda as presented; motion passed unanimously – **Approved 4/0.**

INFORMATION / PRESENTATIONS / REPORTS / COMMUNICATION / DISCUSSION ITEMS

2024/2025 JCSD 509J Board Officer Nominations

Board Chair Kevin Richards asked for nominations for the 2024-2025 JCSD 509J board officers.

Laurie Danzuka nominated Courtney Snead for Board Chair, noting that even though Courtney is not present, past practice has been the vice chair move into the chair position the following

year. With no other nominations for board chair a vote was taken and passed unanimously – **Approved 4/0.**

Laurie Danzuka nominated Jacob Struck for the Vice Chair position. Jacob Struck (temporarily attending remotely) accepted the nomination, with no other nominations for vice chair, a vote was taken and passed unanimously – **Approved 4/0.**

Kevin Richards continued to preside over the meeting in the absence of Chair Courtney Snead and Vice Chair Jacob Struck attending remotely temporarily.

2024-2025 Board Leadership Schedule

Superintendent Jay Mathisen explained that the current schedule for board leadership is the Tuesday morning, a week prior to the board meeting at 9am, the meetings take place in his office. This agenda item is for board members to have a discussion about the day and time and if desired, change it for the new year. Discussion took place and the board members decided to keep as is. Superintendent Mathisen said we will create a schedule with rotating board members, send out calendar invitations and bring a copy of the calendar to the August meeting.

Budget Calendar (for 2025-2026)

Superintendent Jay Mathisen directed board members to page 3 of the board packet explained the 2025-2026 budget calendar with a commitment that leadership has heard the request of the board members and will have a draft of the budget to them well before May 12, 2025 - the scheduled first budget committee meeting.

ODE Coaching and Support Grant

Assistant Superintendent Shay Mikalson provide the update on the ODE Coaching and Support Grant. He explained that the grant has been executed in the amount of about \$2.6 million; Laurie Danzuka is representing the board's perspective in the small stewarding team, Superintendent Jay Mathisen and teacher representative Jodi Galyen will also be on the team. He also shared that he continues to meet with ODE on a regular basis in person and via Zoom. They will meet on July 30, 2024 in Eugene and we have invited ODE to come to the district for the site visit during the new teacher induction on August 20, 2024 that will include a tour of the Warm Springs Museum. Melinda Boyle will send out the schedule of the new teacher induction and tour day.

Vice Chair Jacob Struck entered the room to attend the rest of the meeting in-person.

In the absence of new Board Chair Courtney Snead, newly appointed Vice Chair Jacob Struck presided over the rest of the meeting; he asked for the public comments.

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.

There were no comments submitted for either option this evening.

1. **ACTION ITEMS**

1.1. **CONSENT AGENDA**

- 5.1.1 Approval of Regular Session Board Meeting Minutes of **June 17, 2024**
- 5.1.2 Personnel Action *Updated, 7/11/2024

Vice Chair Jacob Struck asked if there are comments about the action items and called for a motion.

Superintendent Jay Mathisen explained the personnel action on page 13 of the board packet was updated to include the hire of Erika Skaar as the new principal at Buff Elementary.

Kevin Richards motioned to approve the consent agenda as presented with the update; motion passed unanimously - **APPROVED 4/0.**

BOARD & SUPERINTENDENT HIGHLIGHTS

- Out at schools today – grateful for the decision making and approval for work in our district (some coming from bond dollars, some not), construction is taking place throughout the district and it is fun to see it happening.
- Recently the local dance studio performed at the PAC. Grateful for the bond dollars that helped provide this facility (Performing Arts Center) for our district and the community.
- Nice to see new hire at Buff Elementary.
- Have been taking care of a teacher (daughter) – ill due to allergies. Hoping to see her better in time for summer school.
- Attended meeting w/Tribal Leaders council – different tribes were able to present blessings. Our youth did a blessing for about 3,000 kids in all three languages, so proud of them for getting out of their comfort zone – it was so awesome.
- Thank you to the incredible maintenance staff who take care of our buildings (repainting, waxing floors, etc.) as we head into a new school year – we appreciate all they do.

- Great partnerships with others in the community for summer camps, etc. for families – it makes it helpful to some parents.

Superintendent Jay Mathisen introduced Brad Henry, the new JCSD 509J Chief Financial Officer sharing that he is a fantastic person and the best in this position – he is grateful to have him as part of the team. He also shared that someone they all know, Melinda Boyle is the new HR Director; she was in the HR position previously for five years and fifteen years as Curriculum Director – she holds the HR certification and course work from prior time, as a true professional she has spent the past four days in a class with school law attorneys; he is grateful to have her in this role.

REMINDERS MARK YOUR CALENDAR

- **JCSD 509J Board Retreat - Monday, August 12, 2024 @Big Muddy, Noon – 4:00PM** (carpool / meet/leave from district office)
- **OSBA Summer Board Conference, August 9-11, 2024 @Salem Convention Center**

***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/>*

MEETING CLOSURE/ADJOURNED

With no further business, Vice Chair Jacob Struct adjourned the meeting at 6:19pm.

**Draft to Board for approval at next meeting,
Monday, August 12, 2024**

Tessa Bailey, Executive Assistant

Board Chair Courtney Snead or
Vice Chair Jacob Struct

Superintendent Jay Mathisen

Date

Date