



Jefferson County School District 509-J  
**Monday, June 12, 2023**  
**JCSD 509J BOARD MEETING MINUTES**  
**JCSD 509J Budget Hearing (7:00pm) & Regular Session**

*Immediately following the Budget Hearing*

*Hybrid: In-person and Electronic Meeting via Zoom*

**MEETING LOCATION:**

JCSD 509J – SSB Board Room  
445 SE Buff Street, Madras, OR 97741

[ACCESS ZOOM MEETING HERE](#)

Phone +1 253 215 8782 US (Tacoma)

Meeting ID: 873 8354 8570 Passcode: 308089

**2022-2023 Board of Directors:**

Chair Kevin Richards, Vice-Chair Courtney Snead, Jamie Hurd, Laurie Danzuka, Jacob Struck

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## BUDGET HEARING – 7:00PM

**ATTENDANCE:** Chair Kevin Richards, Vice-Chair Courtney Snead, Jamie Hurd, Jacob Struck and Laurie Danzuka

**ABSENT:** None

**CALL TO ORDER / PLEDGE OF ALLEGIANCE / BOARD OF DIRECTORS ATTENDANCE**

Board Chair Kevin Richards called the meeting to order at 7:00pm followed by the Pledge of Allegiance, board secretary noted board member attendance. Board Chair Kevin Richards 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 2023-2024 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 Richards informed the board that Superintendent Mathisen has a comment about the budget.

Superintendent Jay Mathisen informed the board that there was some clean-up on the budget process, he wanted to make them aware - the notice that was re-published in the local media, that is required by law, had one number that was needing corrected as the number that was previously published was a placeholder number from a report and was published incorrectly. The important thing to note is that budget committee approved the correct number in the last meeting, and the resolution (Resolution 23-19, page 35 of the board packet) that is presented to the board for action this evening has the correct number.

Board Chair Kevin Richards thanked Superintendent Mathisen for the comment and opened up for public comment.

#### **OPPORTUNITY FOR PUBLIC INPUT**

There was no comments presented during the public hearing on the budget.

#### **ADJOURNMENT OF BUDGET HEARING**

Board Chair Kevin Richards noting no comments were presented on the budget he adjourned the budget hearing at 7:04pm and went immediately into the regular session.

## **REGULAR SESSION MEETING**

*Immediately following the Budget Hearing*

#### **REGULAR SESSION/ CALL TO ORDER / BOARD OF DIRECTORS ATTENDANCE**

Immediately following the budget hearing, Board Chair Kevin Richards called the regular session meeting to order at 7:05pm and called for a motion to adopt the agenda.

#### **AGENDA ADOPTION**

Jacob Struck motioned to approve the agenda as presented; motion passed unanimously – **Approved 5/0.**

#### **INFORMATION / PRESENTATIONS / REPORTS / COMMUNICATION / DISCUSSION ITEMS**

##### **Student Spotlight – Promise Scholarship Recipients**

Chair Kevin Richards opened and requested the board Promise Scholarship representatives Jamie Hurd and Laurie Danzuka to share about the process and the recipients. Jamie Hurd shared that she and Laurie Danzuka enjoyed the review process this year; there was a lot of applicants and a diverse group. She shared that the board awarded two recipients \$1,500 each. The recipients this year are Lucia Sevilla who was not present at the board meeting, and Vanessa Young who was present.

Jamie Hurd introduced Vanessa Young and asked her to share some things about herself. Vanessa Young introduced herself and answered a few questions presented to her by Director Jamie Hurd.

Chair Kevin Richards on behalf of the board congratulated Vanessa Young on her accomplishments and wished her well on her future endeavors.

##### **Student Representative Report & Farewell / Honor Out-Going Student Rep Yael Carlon**

Chair Kevin Richards shared that this is Student Representative Yael Carlon's last meeting and asked him for a report.

Yael Carlon said he did not make a slide presentation for this meeting, but he wanted to take the time to thank the board for the learning experience and support this year; and he told the board that this year's graduation was awesome.

The JCSD 509J Board members shared their appreciation for student representative Yael Carlon, Board Chair on behalf of the board, presented Yael with a gift as a token of appreciation and wished him well in the future.

### **2023-2024 Student Representative Application Process**

The request for student representative applications of interest was posted on both high schools (Bridges and MHS) websites.

### **2023-2024 Student Representative Selection / Introduction**

Superintendent Mathisen explained there were multiple applicants from both schools and there were two selected, the MHS student representative is present at the meeting, the Bridges student representative was not available this evening.

Superintendent Mathisen asked MHS Principal Tony Summers to introduce the MHS Student Representative. MHS Principal Tony Summers introduced Yashira Chavero, said she is a sophomore, so we are hopeful we will have her in the student representative position for a few years. Yashira Chavero thanked the board for the opportunity and said she looks forward to serving with them.

### **Enrollment Report Update - 06/01/2023**

Superintendent Jay Mathisen referred to page 5 of the board packet and explained the notable difference from June 1 of the prior year, is that graduation was a week earlier last year and the students were no longer enrolled; it is accurate to say our enrollment was higher.

### **Updated, DRAFT Proposed JCSD 509J 2023-2024 School Board Meeting Calendar**

Chair Kevin Richards said the proposed board calendar (page 6 of board packet) shows the board retreat on Friday, July 14, 2023 and the following meeting will be Monday, August 14, 2023. He also explained that the calendar does not show Big Muddy as a location this year, because the thought is that due to the distance and school schedule, the board can alternate and go to Big Muddy every other year. Another thought is that it may be a good location for the board retreat next summer.

### **2023-2024 Board Retreat - Discussion / Determination**

Chair Kevin Richards shared that the July meeting will be a board retreat scheduled for Friday, July 14, 2023 either at the Warm Springs Museum or at the SSB conference room. Superintendent Mathisen explained that the equity team would present for the work session part of the meeting.

Chair Kevin Richards explained that the superintendent evaluation (in Executive Session) will be postponed until the July meeting because of the budget hearing.

Courtney Snead requested to have the OSBA annual convention dates added to the board calendar. Laurie Danzuka requested to get more school information before September.

## **Member Resignation Notice / Position Vacancy**

Board Chair Kevin Richards shared that Director Jamie Hurd has submitted her resignation from the board, and as much as he hates to see her leave, he is happy she will continue to contribute to the district.

Jamie Hurd explained that she has submitted her resignation with an effective date of July 31, 2023, and said it is bittersweet, but is taking her love for education to the next level to be a science teacher at JCMS this year and she thanked the board for the experience.

Fellow board members and Superintendent Jay Mathisen expressed their appreciation for Jamie Hurd's dedication and service to the district.

## **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.

### ***Mike Feigner, Plant Manager at Keith Manufacturing signed up to speak***

*[In-person, from sign-in sheet - No notes or formal written comment submitted to the board secretary; therefore, the following is a brief summary of the topic shared as a public comment during the meeting]:*

Mike Feigner explained that he was encouraged to come and speak to share that Keith Manufacturing has a huge commitment to the district and the CTE program, to educate kids and let them experience on the job training. He explained that Brook Rich's department has done a wonderful job that will be starting an intern program with four students and they will be selling their parts that they produce. Keith Manufacturing is a worldwide company, travels all over the world – and a great opportunity for kids. There are jobs that can be done anywhere in the world and that pay well. In closing, he said Keith Manufacturing is committed to helping the school ongoing.

Chair Kevin Richards thanked Mr. Feigner for being here tonight and said our district has tremendous potential to grow our CTE program, not just with Keith Manufacturing but other areas as well - one reason is that we are a small community, but a community that cares. There is a lot of untapped resources that are hungry to invest in our students and family and Keith Manufacturing is just leading the charge.

Jacob Struck expressed his gratitude for Keith Manufacturing and their dedication towards helping students get into the workforce.

Board Chair Kevin Richards moved to the next agenda item – the action items.

## **ACTION ITEMS**

### **1. CONSENT AGENDA**

- 1.1. Approval of Board Minutes of **May 8, 2023**
- 1.2. Personnel Action
- 1.3. Resolution #23-18, Misc. Grants & Donations (\$1,230,142)
- 1.4. Financial Report

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

Superintendent Mathisen said there is an updated personnel action sheet in the board binders and noted the correction to the fourth item that had a line that was crossed out on the original agenda, as there is not Jan-Mar 2023 expenditures included in the financial report.

Courtney Snead said the financial report is very helpful, and with that being said made a motion to approve the consent agenda as amended, the motion passed unanimously – **Approved 5/0.**

### **2. PROPOSED JCSD 509J 2023-2024 SCHOOL BOARD MEETING CALENDAR**

Board Chair Kevin Richards called for a motion on the proposed school board meeting calendar.

Laurie Danzuka made a motion to approve the board meeting calendar with the additions, to add the OSBA Annual Conference when the dates are available, the motion passed unanimously – **Approved 5/0.**

### **3. OSBA PROPOSED POLICY UPDATE, MARCH 2023, VOL. 67 NO. 2 SCH – 2<sup>nd</sup> & Final READ, was 05/08/2023**

JFCF-AR – [Hazing,] Harassment, Intimidation, Bullying, [Menacing,] Cyberbullying, or Teen Dating Violence Reporting Procedures – Student, Required (minor modification/update from the 5/08/2023 meeting)

Superintendent Mathisen explained the one correction made to the policy to add some needed language back into the proposed update.

Jacob Struck motioned to approve the Policy **JFCF-AR** [Hazing,] Harassment, Intimidation, Bullying, [Menacing,] Cyberbullying, or Teen Dating Violence Reporting Procedures as presented; motion passed unanimously – **Approved 5/0.**

### **4. CURRICULUM ADOPTION / APPROVAL – Adoption Cycle: September 2023-2029**

Board Chair Kevin Richards said there is a proposed curriculum adoption. The Director of

Curriculum and Instruction Melinda Boyle presented on the three items and informed the board that she included the PowerPoint in the board packet (pages 25-34).

#### **4.1. High School Mathematics**

4.1.1. enVision Mathematics, Algebra & Geometry, Savvas, c2023

#### **4.2. Middle & High School English Language Development**

4.2.1. iLit, inspireLiteracy, Savvas, c2018, Middle School

4.2.2. Pathways, National Geographic Learning, c2018, High School

#### **4.3. 509J Online K-5 Core Curriculum Platform**

4.3.1. Imagine Learning by Imagine Instructional Services, c2023

Melinda Boyle explained the curriculum adoption process. She explained that a team of teachers reviewed them and they have been on display in the SSB lobby, the MHS lobby and the WSK8 lobby for public review and comment. They were also posted online for review this year. Melinda Boyle explained that the curriculum review team unanimously decided to recommend to the board for adoption. Melinda explained that the online curriculum is an annual adoption and a normal adoption is seven years.

Board discussion took place with various topics and questions addressed:

- Details on the materials and platform.
- How many times we have changed the K-5 curriculum.
- Whether the new curriculum will have a similar platform for kids to transition into.
- The rationale for Imagine Learning.
- Will the High School Math be used at the Middle School?
- How much feedback/input was received from the community?
- Was the curriculum shared at the family engagement nights?
- Do we ever use students for input on proposed curriculum?

Curriculum and Instruction Director Melinda Boyle also shared that there is a correction to the Math line item, it actually expires in 2030 – and requested that it be updated to reflect 2030 rather than 2029.

Board Chair Kevin Richards thanked Melinda Boyle for the information, asked if there is any more discussion or questions, and called for a motion.

Jacob Struck motioned to approve proposed curriculum for High School Mathematics, Middle & High School English Language Development Materials and 509J Online K-5 Core Curriculum Platform as presented, with the correction to the adoption cycle for High School Mathematics to reflect 2023-2030 as corrected; motion passed unanimously - **Approved 5/0.**

### **5. RESOLUTION # 23-19, ADOPT THE 2023-2024 BUDGET**

Adopt the budget for the 2023-24 fiscal year in the amount of \$114,050,964 and the permanent tax rate for the 2023-24 fiscal year at the rate of \$4.5871 per \$1,000 of assessed value for operating purposes in the General Fund (100) and in the amount of \$3,431,659 for

the general obligation bond principal and interest in the Debt Service Funds (Funds 304 and 305).

Board Chair Kevin Richards called for a motion on the Resolution 23-19 to adopt the 2023-2024 budget.

Board Vice-Chair Courtney Snead motioned to adopt the budget for the 2023-24 fiscal year in the amount of \$114,050,964 and the permanent tax rate for the 2023-24 fiscal year at the rate of \$4.5871 per \$1,000 of assessed value for operating purposes in the General Fund (100) and in the amount of \$3,431,659 for the general obligation bond principal and interest in the Debt Service Funds (Funds 304 and 305); motion passed unanimously – **Approved 5/0.**

## 6. **DECISION ON BOARD POSITION VACANCY**

Board Chair Kevin Richards explained, based on resignation submitted by Director Jamie Hurd, the board has declared a board vacancy effective July 31, 2023 and needs to decide on the next steps in the process – to advertise the vacancy, post, establish a deadline and establish the review process.

Board discussion took place.

Vice-Chair Courtney Snead asked if this process would be part of the board retreat in July. Superintendent Mathisen explained yes, to some extent – depending on the applications received, the board can determine how they want to proceed to review, interview applicants and to appoint for the position.

Discussion continued about the process, potential deadline and posting. The board decided to publish with a deadline and will make a determination based on the responses received.

Board Chair Kevin Richards called for a motion.

Jacob Struck made a motion to direct the district to advertise for the vacant board position as soon as possible, with the goal of reviewing applications in July; the motion passed unanimously – **Approved 5/0**

## 7. **RESOLUTION #24-01, 2023-2024 ANNUAL PROCEDURES**

Board Chair Kevin Richards called for a motion to approve Resolution #24-01, for the 2023-2024 Annual procedures.

Courtney Snead motioned to approve Resolution #24-01, for the 2023-2024 Annual procedures; motion passed unanimously – **Approved 5/0.**

## **BOARD & SUPERINTENDENT HIGHLIGHTS**

- Over a million dollars of scholarships awarded this year, which is significant for a community – thank you!
- JCSD 509J Student population is rich with talent.
- We will miss Principal Chris Wyland and his leadership at Madras Elementary.

- Bridges HS and MHS graduations were great!
- 5<sup>th</sup> Grade promotion was very cool.
- Nice to see the graduation pictures online, great ceremonies and positive atmosphere,
- Performing Arts Center performances have been great – thanks to staff who are part of the work behind that.
- Senior walkthroughs were great – fun to see.
- Teachers make the magic happen.
- Thankful for the work by Principal Laura Contreras-Weiss on the launch of the Dual Language program and the success of finishing off a great year.
- Thankful for the work of Jess Swagger’s her first year at Bridges High School. Great work on the graduation program and her first year completed – thank you, Jess.
- Thankful for Tony Summers first year and all the work behind being a high school principal. He has done an amazing job working with students – a great year to celebrate with Tony!
- Celebrate a last year with Kira Fee, Director of Student Services – in charge of special education, school counseling and TAG and other health services; Kira has done it with grace and brilliance and has done this district and community, right. We will miss her greatly – thank you, Kira.

**REMINDERS MARK YOUR CALENDAR**

- Next Board Leadership (9am) “Proposed” – **Tuesday, July 11, 2023** (Kevin & ~~Courtney~~ Jacob)
- Board Retreat (Location: TBD / Warm Springs Museum or SSB) – **Friday, July 14, 2023**, Noon – 3:30PM
- Regular Session (Location: TBD) – **Friday, July 14, 2023 3:00pm or immediately following the Board Retreat**
- OSBA Summer Board Conference 2023, Salem – **August 11-13, 2023**

***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, Board Chair Richards adjourned the meeting at 8:01pm.

**Draft to Board for approval at next meeting,  
Monday, July 14, 2023**

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Tessa Bailey, Executive Assistant

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Board Chair Kevin Richards

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

\_\_\_\_\_  
Date

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Date