Jefferson County School District 509-J

*Thursday, August 14, 2025

2025-2026 BOARD RETREAT *(8:30am-11:30am)*

MEETING LOCATION:

***Central Oregon Community College (COCC)**

Meeting location: COCC Community Room (MDR 117)

1170 E Ashwood Road, Madras, Oregon 97741

REMOTE ACCESS NOT AVAILABLE AT THIS MEETING

In-Person Only / Note Off Site Location

2025-2026 Board of Directors:

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

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REGULAR SESSION MEETING MINUTES

Topic: Summer Board Retreat

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

ABSENT: None

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

Board Chair Jacob Struck called the meeting to order at 8:30am followed by the Pledge of Allegiance. Board secretary noted board attendance for the record.

2. AGENDA ADOPTION

Board Chair Jacob Struck noted a slight change to the agenda – to start they will have James from COCC speak about the expansion project. Board Chair Jacob Struck called for a motion to adopt the agenda.

Courtney Snead made a motion to approve the agenda with an update to the agenda as item number 2.5. Update from COCC, Madras Campus; the motion passed unanimously – **APPROVED 5/0.**

2.5 *[Added to the agenda prior to adoption]* **Update from COCC, Madras Campus**

James Rodriguez from COCC, Madras Campus introduced himself, shared that he was born and raised in Madras, went to Madras Elementary, JCMS and graduated from Madras High and served in the military for four years on active duty and came back home (to Madras), started taking classes on the COCC campus, eventually transferred to OSU Cascades and received a bachelor's degree and currently working on his MBA.

James Rodriguez escorted the board to the COCC balcony to share about the expansion project:

Summarized update about the expansion project and community engagement at COCC:

- Discussed the progress of the expansion, expected to be fully operational by January.
- The Early Childhood Education Center will support 100 students, while the top floor will house healthcare career programs.
- Emphasized the importance of local students not having to commute for science lab courses.
- Invited members to share ideas for supporting the campus and community education.

The board thanked Mr. Rodriguez for taking the time to share with them today; they said they really like to see a Madras alumni come back into the community in various capacities and continue their education and career in the community where it all started.

The board reconvened in the meeting room to begin the formal board retreat / regular session.

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

3.1. Proposed Superintendent Evaluation – *Action Item*

Courtney Snead explained the superintendent evaluation on page 3 of the board packet. She summarized the board's priorities for the upcoming school year, focusing on fiscal and financial sustainability, academic achievement, and leadership growth.

Board discussion took place:

Chair Jacob Struck added more specifics, explaining that they did remove one of the emphasis' areas from last year - public and community relations - to be more focused, explaining that the reasons it was removed was not that it isn't a priority, but the Director of Communications (Joseph Prechtl) has been doing a great job, the leadership team has been doing great, and the board feels like we are in a really good spot; that doesn't mean we can't improve, they wanted fewer target areas this year, that they feel are a little more prudent for where we are headed. He also shared the same with financial and fiscal sustainability, it has been great having CFO Brad Henry.

Laurie Danzuka added to the importance of the fiscal piece - to keep in mind that we are always looking for other sources to help us improve and build upon what we have already built, and that we are intentionally investing money and time to things in this district for continuous improvement.

Chair Jacob Struck concluded saying that he thinks it is probably one of the best years we've had for being ahead of the hiring curve and having the smallest, or one of the smallest, amount of new teacher hires, which is incredible. He feels that we have made great progress, and wants to keep it going. Sharing that he hopes that the programs, like the rooted homes, can just make it even better.

Laurie Danzuka suggested some kind of a community-wide survey to gather feedback on the superintendent's performance. Board and superintendent discussion took place with thoughts and suggestions around potential focus groups and the benefits of hearing from others within the district and the community that see the work being done by the superintendent.

The board concluded with a discussion about the need for 100% participation in the evaluation process.

3.2. Board Goals

Superintendent Jay Mathisen directed board members to Pages 4 and 5 of the board packet – and explained the goals from last year and the change that was made to number 4, (Better Every Day) surrounding professional development. He also shared, based on the conversations last year, there was a sentiment from the board, to be in schools and communicate directly with folks in schools. In response to that we set up a Google calendar where board members could sign up to accompany him in during the one-to-one's with principals.

Superintendent Jay Mathisen explained, under this agenda item would be the time that if a board member would like to start a conversation about editing these goals, or have a full conversation to make some changes, and capture their thoughts on the topic.

Board discussion took place about the board goals - summarized:

- Courtney Snead and Laurie Danzuka discussed the importance of aligning board goals with the superintendent's evaluation.
- The board considered adding a goal related to celebrating the completion of the bond projects.
- Board discussion took place about removing the first goal - *Each board member will be able to articulate the "Who Are We" elements or themes with 2-3 talking points supporting each. (All 3 elements/themes)*.
- Jacob Struck and Courtney Snead discussed the need for continuous improvement and the importance of student achievement.

Superintendent Jay Mathisen concluded, he will take the input from this conversation on board goals, make some edits and will bring the proposed update (2025-2026) before the board for approval next month (September).

3.3. Strategic Path Forward – Indicators

Assistant Superintendent Shay Mikalson provided an independent handout called '*Performance Indicators Dashboard* ' detailing specific stats under each goal area:

Goal Area #1: Students Flourish Here

- Middle and High School Activity Engagement
- K-2 and District Wide Attendance
- Student Belonging Engagement

Goal Area #2: Better Every Day

- Graduation Rates and 9th Grade On-Track
- English Language Arts (ELA) Achievement Rate
- Mathematics Achievement Rate

Goal Area #3: We Care for Each Other

- Staff Culture
- Staff Relationships
- Staff Retention Rate

Board discussion took place. Here are summarized notes on the presentation of strategic indicators and future planning:

- The board reviewed the strategic indicators for student achievement and staff culture, and discussed areas for improvement.
- Assistant Superintendent Shay Mikalson highlighted the importance of data-driven decision-making and continuous improvement.

- The board considered the need for deeper analysis of specific indicators and the impact of state accountability metrics.
- Discussion took place for future work sessions to address key priorities and gather input from building leaders.
- Courtney Snead questioned the alignment of measures with new accountability.
- Shay Mikalson explained the need for an asterisk to highlight aligned measures.
- Discussion on the state-approved list of local options for districts.
- Courtney Snead expressed interest in seeing the list of local options.

In conclusion Superintendent Jay Mathisen emphasized the importance of local engagement and appreciates the board's thoughtful questions. He said he appreciates the leadership in the district and that of this board, and is proud of the progress they have made.

The board declined a suggestion for a short recess. Board Chair Jacob Struck proceeded to the next agenda item.

3.4. Board/Superintendent Communication

A verbal discussion took place on the Board/Superintendent communication agenda item. Superintendent Jay Mathisen outlined the weekly board communication, the scheduled conversations with the chair and vice chair and the monthly board leadership. He opened for discussion on the frequency and effectiveness of the communication and the Friday board notes.

The board consensus is – they appreciate the communication, and would also appreciate formalizing by identifying focus areas, identifying gap areas and/or streamlining some of the communication without taking away from the natural communication aspect.

Board members shared their experiences with one-on-one visits to schools, and a suggestion was made to assign focus areas to board members to streamline communication.

3.5. Back to School Events

Superintendent Jay Mathisen directed board members to pages 6 – 12 in the board packet and asked that Director of Curriculum and Instruction Billie White to share some highlights.

3.5.1. Inservice

3.5.2. New Teacher Week

Director of Curriculum and Instruction Billie White highlighted the new teacher induction, sharing details on the number of new teachers and their backgrounds. She also provided highlights on the in-service activities for elementary and secondary teachers. She encouraged board members to come and meet the new teachers.

Board discussion took place about the impact of new teachers on the district and community. Board members expressed interest in meeting the new teachers as well as attending the in-service activities; they thanked Billie and her team for the work that goes into starting the new school year.

3.6. District Event Calendar

Superintendent Jay Mathisen introduced Director of Communications Joseph Precthl (Joey) and Shannon Richards to present on this agenda item.

Joseph Prechtl shared the presentation on pages 13-21 of the board packet. He shared that he is Creating a district events calendar to better communicate with our staff and families about family

engagement opportunities within our district. He shared information about the research, goal, objectives, strategies, tactics, and evaluation.

Board discussion took place.

Courtney Snead said she is pleased to hear this, as it is worth mentioning conversations that came up during bargaining and conversations directed to herself and fellow board members about not knowing what is going on in the district.

Laurie Danzuka asked if this would include community partners. Joey clarified yes, but we will have to work with those community partners to make sure they are shared.

Courtney Snead suggested coordinating facility rentals with the calendar to avoid conflicts.

Director of Communications Joseph Prechtl further outlined the tactics for creating and sharing the calendar, to include a process for training school secretaries and others responsible for the data entry.

3.7. Personal Electronic Devices

Superintendent Jay Mathisen explained the Governor's Executive Order on personal communication devices in schools. Board Discussion took place on the timeline for implementing the policy and practices. Courtney Snead inquired about the availability of a model policy from OSBA. Superintendent Jay Mathisen and Assistant Superintendent Shay Mikalson clarified the inclusion of smartwatches and other devices. Jacob Struck and other board members discussed the enforcement and challenges of the policy.

3.8. Culture Code

Superintendent Jay Mathisen shared a brief reminder of the book we're reading as a leadership team and provided copies of the board. He said he will continue to reference this from time to time in the Friday board notes. Requesting, If they haven't gotten a chance to dig in, our administrators have begun reading it and feedback from them has been good.

3.9. OSBA Summer Board Conference (August 8-10, 2025), Recap

Superintendent Jay Mathisen said Laurie Danzuka and Regina Mitchell attended the conference and requested they share a recap on the event.

Laurie Danzuka shared Laurie Danzuka shared about a few workshop she attended - Public records and Superintendent evaluations and she expressed that she is trying to learn more to be a better director - trying to improve herself.

Regina said she attended several workshops, and went to the pre-conference; there were some really good topics covered, and one of them was on transformational leadership, it was inspirational and motivational, sort of like the culture code book, inspiring people to do, to follow the policies and improve their environment, versus giving a whole bunch of guidelines to follow using data. The Parliamentary Procedures workshop was enlightening – they brought it to a level where she could understand it a lot better, it was good and helped her to understand that all of the Robert's Rule of Order doesn't have to apply to all of our meetings. Overall, it was a good conference.

3.10. 2025-2026 Board Leadership Schedule JCSD 509J – *final draft & calendar invites sent*
Superintendent Jay Mathisen shared that the 2025-2026 Board Leadership Schedule has been finalized and included in the packet for their record.

3.11. OSBA Elections FYI / Consideration - [nominations in September] OSBA Elections Information
Superintendent Jay Mathisen shared that nominations are open for the OSBA Legislative Policy Committee, position 3 – held by Courtney Snead for several years. He asked Courtney to share a little about the position and if she has interest in running again.

Courtney Snead shared that she thinks it has been seven years that she has been on the legislative policy committee, and this last year she was not as engaged because of her work life. She shared that she is not interested in running for the position this year, but it has been great. She said she thinks it was great to have had two from this board involved at OSBA, and she also thinks it would be great if other districts in Central Oregon would nominate someone to be on the legislative policy committee; it is a great way to get involved in what's happening at the state level and to meet board members from across the state. Concluding, she would encourage anyone that's interested to express interest in running and get involved.

3.12. Last Words

3.12.1. On our radar

Superintendent Jay Mathisen explained that this agenda item was included, if there are other things on the board's mind, he would like to put on staff's radar and opened up for the board to share.

Board members shared:

- ✓ Courtney Snead said this retreat was fabulous – her favorite of all time, 10 years, best one.
- ✓ Jacob Struck said one of the items was already shared – the bond celebration; but he thinks it is important. Our team, Simon White and others have done an amazing job, and he would love to share it out with the community showing how responsibly we kept projects going and what we did.
- ✓ Kevin Richards said he agrees with Jacob and it's never too early to ask, okay, what now? Thinking about facilities and long-term planning. What is the master plan, what is our goal, and trying to chip away at it rather than waiting until we Bond.
- ✓ Regina Mitchell said her thoughts are, did we miss something like in personnel, or are there major changes in the schools, even the climate or procedures, that we didn't talk about today. There may be changes that we didn't talk about that are going to be implemented this year that wasn't there last year.
- ✓ Jacob Struck shared another item – stating, it's kind of a two-part condition separated, but CTE and special programs, he knows we've cut some usage programs for half time or shared and I know CTE whenever we talk about budgets, sometimes they're the first to go. If we can look at financials, and this culture of wanting kids to come to school – he feels like those are some of the most important. How do we keep a hold of those strategically, as we will most likely see more financial struggles in the future.
- ✓ Laurie Danzuka said what money this district receives on behalf of Native students, is really important to her that we show tribal leadership how we are spending that money, how we're allocating that money, how it's benefiting their kids, how it aligns with how they think the native population needs to be taught. We may not be able to meet all expectations, but that we're doing the best we can according to what we have in our education agreement with the tribe, always trying to get better, and she has been trying to get us on the agenda to have that conversation directly with leadership, to be open so they know that they have options. We want

to keep that at the top of the conversations, and not allowing it to fall off and forget about it when school starts. We're going to make sure we're reporting to them how we're educating and how we're allocating those dollars in the best way.

A request was made (and granted) to hear an update on dual language.

Laura Contreras Weiss, Dual Language Coordinator / Coordinadora de Lenguaje Dual, shared - we have hired all of our teachers for May through third grade, so part of that cohort of 14 that will be starting next week, we'll include our 2/3 grade teachers. We have Madras Elementary, and she will be at Buff Elementary, she is super excited and putting together intervention training to provide some interventions in Spanish. She shared they are excited about the school year. All of the information that Billie was shared earlier (all the math) we teach in Spanish, so all of the new math curriculum that we started with last year, that's been taught Spanish. There are a few pieces that are missing there, but this year our instructional coaches will be able to support some of those pieces. She will also be supporting some instructional coaching specific to dual language.

She concluded, in the schools everybody was welcoming, and they felt supported. Something learned for us, for this coming school year, is trying to align activities and events, a little bit more. One of the things we heard was around the this, is school is not greater than that part. So, we want to make sure that as a team we are at both schools connecting with each other and making sure that if something is being offered (it doesn't need to be the exact same activity or event), but that something similar should be offered at both locations.

Board discussion took place regarding Dual Language, feedback from the families involved and how much the board appreciates all the effort, flexibility and progress made by those involved.

With no further discussion on dual language, Board Chair Jacob Struck proceeded to the public comment section of the agenda.

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.

There were no comments submitted.

Board Chair Jacob Struck proceeded to the action items on the agenda.

5. ACTION ITEMS

5.1. CONSENT AGENDA

5.1.1. Approval of Board Minutes of July 16, 2025

5.1.2. Personnel Action

5.1.3. Financial Report

Kevin Richard made a motion to accept the consent agenda as presented; motion passed unanimously – **APPROVED 5/0.**

5.2. SUPERTINTENDENT 2024-2025 EVALUATION APPROVAL

Courtney Snead made a motion to accept the consent agenda as presented; motion passed unanimously – **APPROVED 5/0.**

6. BOARD & SUPERINTENDENT HIGHLIGHTS

- Nice to see the results of the election (Laurie, Jacob and Regina) and new officers; appreciate working with them.
- At the table at OSBA conference when someone shared a birds eye view of how disappointed she was with their board. Such a pleasure working on this board … with this team.
- The Jefferson County Fair - nice seeing Jay and Shay supporting the kids.
- New roof at JCMS. Kudos to the team – good experience this year.
- Summer acceleration.
- Reading Growth.
- Leadership retreat last Monday and Tuesday. Group is great with a great skillset.
- Appreciate the service of our board members
- Appreciate the superintendent – no one cares about this district more than him.

7. REMINDERS MARK YOUR CALENDAR

- JCSD 509J 2025-2026 Board Leadership – September 2, 2025 (JS & KR)
- 1st Day of School for students – September 3, 2025
- NIEA Convention & Trade Show, Spokane, WA – October 8-11, 2025
- OSBA Annual Convention, Portland Marriott Downtown - November 6-8, 2025

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/

8. BOARD RETREAT / MEETING ADJOURNED

8.1. Lunch Scheduled @ The Spot, 225 SW 5th St, Madras, OR 97741 (immediately following the retreat)

With no further business, Board Chair Jacob Struck adjourned the summer board retreat and regular session meeting at 11:35am.

Draft to Board for approval at next meeting,
Monday, September 8, 2025

_____
Tessa Bailey, Executive Assistant

_____
Board Chair Jacob Struck

_____
Superintendent Jay Mathisen

_____
Date

_____
Date