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

2026-2027 BOARD MEETING @5:30PM
Jefferson County School District 509-J
Monday, July 13, 2026

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

ACCESS ZOOM MEETING HERE
Phone: 253 215 8782 US (Tacoma)
Meeting ID: 813 0199 4456 Passcode: 887829

MEETING LOCATION:
Jefferson County School District 509J
445 SE Buff Street, Madras, OR 97741

2026-2027 Board of Directors:
Jacob Struck, Regina Mitchell, Kevin Richards, Laurie Danzuka and Courtney Snead

REGULAR SESSION MEETING MINUTES

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

ABSENT: Vice Chair Regina Mitchell

1. WELCOME - REGULAR SESSION / PLEDGE OF ALLEGIANCE /BOARD MEMBER ROLL CALL
Board Chair Jacob Struck called the meeting to order at 5:34pm followed by the Pledge of Allegiance. Board Secretary noted board member attendance for the record.

Board Chair Jacob Struck asked if there were questions or updates to the agenda and called for a motion.

2. AGENDA ADOPTION
Courtney Snead made a motion to adopt the agenda as presented; a vote was taken and passed unanimously – **APPROVED 4/0.**

Board Member:	Jacob Struck	Courtney Snead	Kevin Richards	Laurie Danzuka	Regina Mitchell
Vote:	Y	Y	Y	Y	Absent

3. 2026/2027 JCSD 509J BOARD OFFICER NOMINATIONS
Superintendent Jay Mathisen requested to comment before the new officer nominations; request was granted. Superintendent Mathisen explained that Regina Mitchell is currently serving as vice-chair and in the past, she would normally be moved up into the chair position, but health wise it isn't going to work for her right now. He just wanted to recognize the normal practice, but after discussion we are going to go ahead and nominate a new board chair.

Board Chair Jacob Struck requested board members express interest, or nominate for the 2026-2027 JCSD 509J Board Officers, starting with Board Chair:

3.1. **Chair**

Courtney Snead nominated Laurie Danzuka for Board Chair; Laurie Danzuka accepted the nomination with no other nominations for board chair, a vote was taken and passed unanimously **– Approved 4/0.**

Board Member:	Jacob Struck	Courtney Snead	Kevin Richards	Laurie Danzuka	Regina Mitchell
Vote:	Y	Y	Y	Y	Absent

3.2. **Vice-Chair**
Courtney Snead nominated Kevin Richards for Vice-Chair; Kevin Richards accepted the nomination with no other nominations for vice-chair, a vote was taken and passed unanimously **– Approved 4/0.**

Board Member:	Jacob Struck	Courtney Snead	Kevin Richards	Laurie Danzuka	Regina Mitchell
Vote:	Y	Y	Y	Y	Absent

The gavel was passed to newly elected Board Chair Laurie Danzuka to preside over the meeting.

Superintendent Jay Mathisen thanked Jacob Struck for his service and the great job as the board chair for the past year.

Newly nominated Board Chair Laurie Danzuka proceeded to the next agenda item.

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

4.1. **2026-2027 Board Leadership Schedule JCSD 509J**
Following the election of the Chair and Vice Chair, Superintendent Mathisen directed board members to page 6 of the board packet and introduced the proposed board leadership schedule for 2026-2027. The Board discussed its leadership structure and meeting protocols, including the rotation of members each month and the Chair's participation in leadership meetings. Superintendent Mathisen noted that the current practice should not be assumed to be permanent and that periodic review is appropriate to ensure they continue to meet the Board's needs. The current leadership structure was described as working well, with no changes being proposed at this time. Board members were invited to provide feedback and discuss whether any adjustments would be beneficial.

It was noted that:

- The 8am start-time will work for the new board chair and board members.
- The Tuesday, August 4, 2026 date may be adjusted based on the Board Retreat on 8/17.
- October 6, 2026 will be Board Chair Laurie Danzuka and Courtney Snead, as they both will be attending the NIEA convention with Superintendent Mathisen.

4.2. **OSBA Summer School 2026, Share** *[Friday, July 10, 2026 in Redmond]*
Superintendent Jay Mathisen said he and Laurie Danzuka attended the OSBA Summer School conference; Board Secretary Tessa Bailey also participated. The conference included sessions on the state's new accountability system and recent legal and policy updates. Of particular relevance was new legislation regarding immigration enforcement in public spaces, including provisions specific to schools. OSBA expects to release draft policy guidance by the end of July.

Superintendent Jay Mathisen reported that the district's current direction and practices are not expected to change significantly, although the new legislation includes additional requirements, such as notifying the school community if immigration enforcement activity occurs on a campus. It was noted

that no such enforcement activity has occurred on Oregon school campuses to date.

Chair Laurie Danzuka shared that one of the things that came up was the importance of making sure we are aligned with our local law enforcement partners. In one of the cases they discussed, the school had an SRO, but the SRO's protocols didn't match the school's procedures. That created a lot of confusion during the incident. It was a good reminder to make sure our board policies, school procedures, and local law enforcement protocols are all aligned so everyone understands what is happening and why. It was a fairly rare situation—she believes it was just one incident—but it was still a valuable point to make.

Chair Laurie Danzuka continued, there was a lot of information presented. As always, the Summer Board Conference is primarily designed for new board members, so much of the content is intended to help them become familiar with available resources, who to contact, and where to go for support. It's always a valuable conference in that regard. Attendance was much smaller than it has been in previous years. We could all fit into one room, so there were significantly fewer participants than we're used to seeing at the Summer Board Conference.

We also learned that the State School Boards Association will need to revisit its plans for next year. The changes they made this year were intended to make the conference more accessible for board members from the Central and Eastern regions of the state, but that goal wasn't achieved. They'll be looking at other options for next year, including whether to continue offering a Summer Board Conference in its current format. At this point, they are still evaluating those possibilities.

Overall, she thought the conference provided a lot of valuable information. One thing she appreciated about the smaller attendance was that it created opportunities for more meaningful conversations, especially among representatives from smaller school districts. Those districts often have unique perspectives, and the smaller setting made it easier to have deeper discussions about the challenges they face. Chair Laurie Danzuka asked Tessa, if she has anything she'd like to add?

Board Secretary Tessa Bailey said the Professional Administrative Assistants part of the conference was a great session. It was smaller in size, which created a comfortable environment and led to a lot of valuable discussion and idea sharing. There was a great deal of useful information, particularly around the use of new technology and the different ways districts are incorporating it into their processes throughout the year. Overall, it was a very worthwhile conference.

4.3. **JCSD 509J – Jefferson County Treasury Investment Service Agreement and Fund Transfer Authorization** (July 1, 2026 – until revoked) **– *Action Item***

Superintendent Jay Mathisen directed board members to pages 7 and 8 of the board packet and asked CFO Brad Henry to share on this topic.

CFO Brad Henry explained that Jefferson County collects property taxes for all taxing districts within the county. As part of that service, they pool the funds, invest them, and distribute the interest earnings back to the districts each month. We have participated in this process for several years. In fact, the annual resolution included later in the board packet for action identifies Jefferson County as one of our approved depositories for school funds.

This year, Jefferson County requested that we bring their agreement before the Board for formal approval. They have developed a more formal written agreement and are asking districts to approve it.

There are no changes to the services they provide or to how the funds are managed. This is simply a more formal acknowledgment and approval of the existing arrangement.

We have the option to leave funds with Jefferson County or move them into our investment pool with the state, and we have utilized both options over the years. The interest earnings on funds invested through Jefferson County have been comparable to the earnings generated through the state investment pool. That is the purpose of bringing this agreement before the Board. CFO Brad Henry asked if there are any questions of the board.

Board members asked about the benefits of maintaining funds with the county versus other investment options. CFO Henry explained that when the district has larger sums of money, such as bond proceeds, there are limits on the amount that can be held in the state investment pool. When those limits are reached, the district typically places additional funds with the county. Through the county's pooled investment program, funds earn a competitive interest rate, often higher than what the district could earn independently.

A board member asked whether there is a benefit to the county for the district's participation. CFO Henry explained that the county receives a small cost-sharing benefit through fees associated with managing the investment pool, which are deducted from earnings.

The board also asked about differences in investment risk between the state and county investment pools. CFO Henry noted that there is not a significant difference in risk. The state manages a much larger investment pool and may include a small portion of higher-risk investments, while the county's investments are primarily held in U.S. Treasury securities, government agencies, and similar low-risk instruments. It was also noted that the county publishes monthly investment earnings and results on its website for public review.

The discussion concluded with no further questions, and Superintendent Jay Mathisen thanked CFO Brad Henry for the information.

4.4. **Budget Committee Vacancies Update / Current Interest – *Potential Action Item***

- 4.4.1. Danni Katchia (resigned, vacant 6/30/2026) – *vacant following resignation due to move.*
- 4.4.2. Sean Gallagher (term ended 6/30/2026) – *has expressed interest in continuing.*
- 4.4.3. Marissa Wilson (term ended 6/30/2026) – *has expressed interest in continuing.*

Superintendent Mathisen and CFO Brad Henry provided an overview of the Budget Committee vacancies topic:

There are three Budget Committee seats that expired on June 30, 2026. Two of the three members have indicated that they would like to continue serving for another term. Our established practice, which is an acceptable procedure, has been for the Board to honor that request and take formal action to reappoint those members. The Board will have an opportunity to do so later in the meeting's action items.

For the two members (Sean Gallagher and Marissa Wilson) who wish to continue serving, the Board may simply reappoint them to another term. The third seat was previously held by Danni Katchia, who resigned, making this position an open seat. The typical action for the Board at this point would be to direct the District to begin the process of notifying the public, posting the vacancy, and accepting

applications for the open Budget Committee position.

He summarized, there are potentially two action items related to the Budget Committee tonight:

1. Reappoint Sean Gallagher and Marissa Wilson, who have expressed interest in continuing their service.
2. Direct staff to post and advertise the open Budget Committee seat and begin the recruitment process. The goal would typically be to make a selection by September, so posting the vacancy in July will provide sufficient time to complete the process.

Board Chair Danzuka asked if there are any questions - with none presented, she proceeded to the next agenda item.

Policy Updates:

Superintendent Jay Mathisen explained, there are three batches independent handouts of policies to review tonight:.

1. The first batch begins with **Policy Series 5.0**. There are four policies in this group. He said he'll explain the updates and also address the redundancy you may notice, since some of these policies come back to the board regularly.
2. The second batch begins with **Policy Series 6.0**. These policies are also based on recommendations from OSBA, but they are not being brought forward for action tonight. He said he'll explain why they are separated into a different batch.
3. The third batch begins with **Policy Series 7.0**. These are finance-related policies. They are not from OSBA recommendations; rather, they come from CFO Brad Henry's work over the past couple of years. These updates include both recommended changes and general policy updates based on ongoing review of our current practices.

5. Immediate 2026-2027 Policy Updates [due to FY update Title VI and Title IX Coordinator] **– *Action Items***

5.1. GBA – Equal Employment Opportunity & GBA-AR – Veteran's Preference

5.2. JBA/GBN and GBN/JBA – Sexual Harassment

5.2.1. JBA/GBN-AR(1) and GBN/JBA-AR(1) – Sexual Harassment Complaint Procedure

Superintendent Jay Mathisen explained - Policy Series 5.0 — Recommended for Action Tonight:

We are recommending that the board consider immediate action on these policies tonight. These are required updates, and we want to ensure we remain in compliance. It is important to note that we have not fallen behind on these updates. We are not months behind OSBA's timeline. We are reviewing policies as recommendations become available and bringing them forward as our work is completed. The first policy update relates to veterans' preference. The main change is that veterans' preference will now extend to National Guard members. Previously, the policy focused primarily on state and federal military service members. Our current veterans' preference process remains the same; this update simply adds National Guard members.

The next policies, GBN/JBA and its reciprocal policy JBA/GBN, address sexual harassment. If this policy feels familiar, that is because it is reviewed and updated frequently. The primary change in this update is the designation of a new Title IX Coordinator due to changes within our Human Resources department. There is also an additional requirement that we provide more communication to individuals involved in sexual harassment complaints. Specifically, we must provide clearer information about the status of the process and notification when the process has concluded.

These updates are not significant changes to our current practices, but it is beneficial to have the policies updated and in place before the start of the school year.

These are listed in your agenda as 5.1 and 5.2, with the reciprocal policies and ARs included as well.

6. **OSBA Policy Updates** (April 2026, Vol. 72. No. 1 sch) – [1st Read Only]
   6.1. BBAA – Individual Board Member's Authority & Responsibilities, Delete & replace w/new
   6.2. CBG – Evaluation of the Superintendent (Required)
   6.3. DBEA – Budget Committee (Highly Recommended)
   6.4. EBB – Integrated Pest Management (Required)
   The policies beginning with Series 6.0 are not being presented for action tonight. This is a first read only. We plan to bring them back in August during the business meeting portion of our retreat for consideration. He briefly highlighted each one:

   6.1 – Individual Board Member Authority and Responsibilities **(BBAA):** This update adds additional clarification and specificity but does not significantly change board responsibilities or procedures related to public meetings. This policy provides more detail and clarity around board member roles. As they review it, there should not be anything that feels completely new; it is primarily documenting expectations that are already understood.

   6.2 – Superintendent Evaluation **(CBG):**The main change here is separating district goals from superintendent evaluation goals. In some districts, superintendent goals overlap directly with district goals. That can create a concern because conversations about superintendent evaluation typically happen in executive session, while discussions about district goals may need to occur in open session. In our district, we do not have that conflict. Our superintendent goals align with indicators in our Strategic Path Forward rather than directly duplicating district goals. However, this policy update creates a clearer separation and better defines what can be discussed in executive session.

   6.3 – Budget Committee **(DBEA):** This update relates to the state requirement regarding Educational Equity Committees. One of the requirements was that at least one member of the Equity Committee should also serve on the district's Budget Committee. We have already met that requirement. Laurie Danzuka has served on our Equity Committee for approximately three to four years and is also a member of our Budget Committee, so we believe we are currently in compliance. The purpose of this policy change was to address a concern from districts where there was no existing opening on their Budget Committee.

   A board member asked for clarity - do we need to remove an existing member in order to add an Equity Committee representative? Superintendent Jay Mathisen explained, the policy update provides a practical solution: districts do not need to add an Equity Committee member to the Budget Committee until there is an opening available. This allows for a natural transition rather than requiring districts to remove current members. For our district, this change has little impact because we already have that representation in place.

   6.4 Integrated Pest Management Plan **(EBB)**: There are two primary updates. First, there are additional posting requirements. We already post our Integrated Pest Management Plan on our website, but we will ensure we remain fully compliant with the updated requirements. Second, the policy now requires a review process every five years. The requirements for that review are fairly flexible, but the review itself will need to occur on that schedule.

Superintendent Jay Mathisen explained again, these policies (Series 6.0) policies are being presented as a first read only, so there is time to review them further before they return in August.

A board member asked for clarification regarding proposed Policy EEB: Is this a change requiring the Board to review the test plan at least once every five years? Superintendent Jay Mathisen clarified - yes, that five-year review requirement is part of the change.

With no further questions or comments, Board Chair Danzuka proceeded to the next agenda item.

7. Financial/Business Policy Upkeep - CFO Recommended Policy Updates – [1st Read Only]

7.1. DD – Grant Funding Proposal and Applications *[readopted 7/23/2018]*
7.2. DJ – District Purchasing *[readopted 7/23/2018]*
  7.2.1. DJ-AR(1) – Purchasing Procedures *[readopted 10/11/2021]*
  7.2.2. DJ-AR(2) – Purchasing Card (P-Card) Procedures *[readopted 10/11/2021]*
  7.2.3. DJ-AR(3) – Expenditure of District Funds for Meals, Refreshments and Gifts *[readopted 10/11/2021]*
7.3. DJC – Bidding Requirements [Reviewed by CFO, recommending to readopt without changes]
  7.3.1. DJC-AR – Special Procurements and Exemptions from Competitive Bidding [revised/reviewed 7/23/2018]
7.4. DLC – Expense Reimbursements [Reviewed by CFO, recommending to readopt without changes]
  7.4.1. DLC-AR – Expense Reimbursement *[revised/reviewed 7/23/2018]*
7.5. DJCA – Personal Services Contracts *[revised/reviewed 7/23/2018*]
  7.5.1. DJCA-AR – Personal Services Contracts [Reviewed by CFO, recommending to readopt without changes]

Superintendent Jay Mathisen explained that this series of updates (7.0) – the theme is finance, and based on CFO Brad Henry's review over the last two years, are some update recommendations for them to consider. He reminded them, these are coming to you as first read tonight as well, so they will come back in August, giving them time to review and ask questions, He asked CFO Brad Henry to present on the proposed policy updates.

CFO Brad Henry explained, there are five policies and six ARs included in the packet. He reminded them this is a first read only. Most, if not all, of these documents were last reviewed in 2021 or earlier. They are primarily related to procurement, specifically the procurement of goods and services, although there are some broader finance-related items included as well.

He said he will not go through each one individually unless that would be helpful. Rather, if the board has questions, he is happy to address them. He explained, generally speaking, there are two main changes we are proposing.

1. The first is cleanup and simplification. Many of the ARs currently include procedural details that are better addressed through separate written procedures and guidance documents. Including those procedures directly in the ARs makes them more difficult to maintain and update over time. They will notice a significant amount of strikeout language in some of the ARs, and that is primarily related to removing those procedural details while keeping the ARs focused on policy direction.
2. The second change relates to approval thresholds. The existing policies and ARs reference statutory limits for formal procurement processes. Previously, that threshold was $150,000, so

they will see that amount referenced throughout the existing documents as the approval limit for the superintendent and CFO.

The statutory threshold has since increased to $250,000, so the proposed revisions update the language to align with current statute rather than referencing a specific dollar amount. In addition, he said that he added the assistant superintendent position as another role authorized to approve purchases up to that $250,000 threshold.

In summary, those are the primary changes: removing outdated procedural language and aligning approval levels with current statutory requirements. There are a number of revisions throughout the documents, and he is happy to answer any questions today or before they return for a second read at the August meeting.

CFO Henry asked if there are any questions.

Questions and further discussion:
Superintendent Mathisen asked CFO Henry if he would share an example or two of how the threshold changes work in practice and what types of purchases fall into these different categories?"

CFO Henry responded - Under statute, there are essentially three procurement thresholds.

The first threshold is up to $25,000. Purchases or contracts at this level are not required to go through a formal procurement process, and we can directly award contracts or services.

Between $25,000 and $250,000, we are required to obtain quotes. The recommendation is to make an effort to obtain at least three quotes, although more can be obtained if appropriate.

It's important to note that the threshold applies to the total value of the contract, not just the annual amount. For example, if we enter into a five-year contract at $100,000 per year, the total contract value is $500,000, which would place it above the threshold requiring a formal process.

Once a contract exceeds $250,000, we are required to complete a formal procurement process, which is typically a Request for Proposal (RFP). This involves developing the proposal requirements, soliciting responses from qualified providers, and including a scoring matrix or rubric so vendors understand how proposals will be evaluated. A review team then evaluates the submissions and makes a recommendation.

CFO Henry further explained, they may have seen this process used with some of our bond-related projects. We also use it for contracts such as food service agreements. He pointed out that there are two contracts on tonight's agenda involving addendums to agreements that were originally awarded through an RFP process three years ago. Because of the contract values, those types of agreements would require board approval. Those are two examples of how the thresholds apply in practice.

A board member shared, In the past, we have sometimes struggled to obtain the minimum of three quotes required for certain purchases. Does that continue to be a problem?

CFO Henry explained, typically, we are able to identify three vendors to provide quotes; however, there are instances where that can be challenging. For example, when seeking professional development

services, the need is often for a subject matter expert with specific knowledge or expertise. In those situations, it may not be realistic to find three qualified providers willing or able to submit quotes. State statute requires that we document our efforts to obtain quotes and demonstrate that we have attempted to create a competitive process. The intent is to ensure we are seeking the best value and making a reasonable effort to obtain competitive pricing. However, three quotes are not always required if they are not available; the key requirement is that we document our attempts to identify potential providers and obtain competition whenever possible.

A board member requested clarification – asking, examples discussed today involved amendments to existing contracts. Is there a statute or requirement that limits how long a contract can be extended? For example, this contract was originally for three years, and we are now extending it into a fourth year. At what point would we need to start over with a new procurement process or request for proposals?

CFO Brad Henry responded: There is not a specific statute that establishes a required timeline for when a contract must be rebid or a new procurement process must begin. In this case, the contracts included language allowing for extensions, specifically up to two additional one-year terms, and this extension would be the first of those options.

While there is not a statutory requirement that a contract must be rebid after a certain number of years, it is generally considered a good business practice to periodically evaluate the market and seek new competition. A common practice is to revisit contracts every three to five years, depending on the circumstances and market conditions.

Even when a contract is extended for multiple years, pricing may still increase through built-in escalation clauses or provisions that allow adjustments based on market conditions. The benefit of an extended contract is typically the continuation of an established agreement for a specific product or service, but it does not necessarily guarantee that pricing remains the most competitive.

Ultimately, reviewing contracts periodically and going back out for competition when appropriate helps ensure the organization continues to receive fair pricing and the best overall value.

Board members thanked CFO Brad Henry for the work, sharing that having policies that reflect our actual practice is helpful because “it is not a problem until it is a problem;” they really appreciate his effort in this process.

With no further questions on the three separate proposed policy update packets, Board Chair Danzuka proceeded to the public comments section of the meeting.

8. 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 presented this evening.

9. ACTION ITEMS

9.1. **CONSENT AGENDA**

- 9.1.1. Approval of Regular Session Board Meeting Minutes of **June 8, 2026**
- 9.1.2. Personnel Action
- 9.1.3. Resolution #27-03, Misc. Grants & Donations ($6,000)
- 9.1.4. Financial Report

Board Chair Danzuka asked if there are questions, comments, or updates to the consent agenda; with none presented, she called for a motion.

Jacob Struck made a motion to approve the consent agenda as presented; a vote was taken and passed unanimously – **APPROVED 4/0.**

Board Member:	Jacob Struck	Courtney Snead	Kevin Richards	Laurie Danzuka	Regina Mitchell
Vote:	Y	Y	Y	Y	Absent

9.2. **Resolution 27-01, 2026-2027 Annual Procedures**
Superintendent Jay Mathisen directed board members to page 31 of the board packet and explained, these procedures are reviewed and approved by the Board each year as required. The list includes items such as signatory authority designations and identifies entities that provide services to the District. Staff noted that these are recurring annual procedures and that the Board typically reviews and approves them during a June or July meeting.

With no questions or comments, Board Chair Danzuka called for a motion.

Courtney Snead made a motion to approve Resolution 27-01, the 2026-2027 Annual Procedures as presented; a vote was taken and passed unanimously – **APPROVED 4/0.**

Board Member:	Jacob Struck	Courtney Snead	Kevin Richards	Laurie Danzuka	Regina Mitchell
Vote:	Y	Y	Y	Y	Absent

9.3. **JCSD 509J – Jefferson County Treasury Investment Service Agreement and Fund Transfer Authorization** (July 1, 2026 – until revoked)
Jacob Struck made a motion to approve the JCSD 509J – Jefferson County Treasury Investment Service Agreement and Fund Transfer Authorization (July 1, 2026 – until revoked) as presented; a vote was taken and passed unanimously – **APPROVED 4/0.**

Board Member:	Jacob Struck	Courtney Snead	Kevin Richards	Laurie Danzuka	Regina Mitchell
Vote:	Y	Y	Y	Y	Absent

9.4. **Resolution 27-02, Resolution to Declare Surplus Property, FY26-27**
Kevin Richards made a motion to approve Resolution 27-02, Resolution to Declare Surplus Property, FY26-27 as presented; a vote was taken and passed unanimously – **APPROVED 4/0.**

Board Member:	Jacob Struck	Courtney Snead	Kevin Richards	Laurie Danzuka	Regina Mitchell
Vote:	Y	Y	Y	Y	Absent

9.5. **Contract Amendment / Extension Agreement with Aloha Produce of Central Oregon** (August 31, 2026 to August 31, 2027)
Jacob Struck made a motion to approve the Contract Amendment / Extension Agreement with Aloha Produce of Central Oregon (August 31, 2026 to August 31, 2027) as presented; a vote was taken and passed unanimously – **APPROVED 4/0.**

Board Member:	Jacob Struck	Courtney Snead	Kevin Richards	Laurie Danzuka	Regina Mitchell
Vote:	Y	Y	Y	Y	Absent

9.6. **Contract Amendment / Extension Agreement with Eberhard's Dairy Products** (August 31, 2026 to August 31, 2027)
Courtney Snead made a motion to approve the Contract Amendment / Extension Agreement with Eberhard's Dairy Products (August 31, 2026 to August 31, 2027) as presented; a vote was taken and passed unanimously – **APPROVED 4/0.**

Board Member:	Jacob Struck	Courtney Snead	Kevin Richards	Laurie Danzuka	Regina Mitchell
Vote:	Y	Y	Y	Y	Absent

9.7. **Budget Committee Vacancies / Declare Vacancy & Recognize Current Interest**
- 9.7.1. Danni Katchia (resigned, vacant 6/30/2026) – *declare & post vacancy.*
- 9.7.2. Sean Gallagher (term ended 6/30/2026) – *has expressed interest in continuing.*
- 9.7.3. Marissa Wilson (term ended 6/30/2026) – *has expressed interest in continuing.*

Jacob Struck moved that the JCSD 509J Board instruct the district to declare and post the vacancy of Danni Katchia's budget committee seat vacancy, as well as reappoint/extend the terms for Sean Gallagher and Marissa Wilson on the JCSD 509J Budget Committee; a vote was taken and passed unanimously – **APPROVED 4/0.**

Board Member:	Jacob Struck	Courtney Snead	Kevin Richards	Laurie Danzuka	Regina Mitchell
Vote:	Y	Y	Y	Y	Absent

A board discussion took place regarding whether Budget Committee members are assigned specific position numbers or serve as at-large members. It was clarified that members are assigned position numbers, which are identified in the budget document; however, these positions are not designated to specific boundaries. The position number associated with the vacant Budget Committee seat will be documented accordingly for record-keeping purposes.

9.8. **Immediate 2026-2027 Policy Updates** [due to FY update Title VI and Title IX Coordinator]
- 9.8.1. GBA – Equal Employment Opportunity
- 9.8.2. JBA/GBN and GBN/JBA – Sexual Harassment
- 9.8.3. JBA/GBN-AR(1) and GBN/JBA-AR(1) – Sexual Harassment Complaint Procedure

Courtney Snead motioned to immediately adopt the proposed policy updates: GBA - Equal Employment Opportunity; JBA/GBN and GBN/JBA - Sexual Harassment; and JBA/GBN-AR(1) and GBN/JBA-AR(1) – Sexual Harassment Complaint Procedures as presented. A vote was taken and passed unanimously – **APPROVED 4/0.**

Board Member:	Jacob Struck	Courtney Snead	Kevin Richards	Laurie Danzuka	Regina Mitchell
Vote:	Y	Y	Y	Y	Absent

10. BOARD & SUPERINTENDENT HIGHLIGHTS

- Courtney Snead - my kiddo is signed up for a COCC youth camp, and they're free because of a grant that they got for the summer. I really appreciate our local COCC campus offering those opportunities. They are making maps with watercolors this week, and there are a lot of kiddos in there that are recognized from school, so appreciate them putting fun camps together for our kids during the summer
- Jacob Struck - I just want to tell Jay thank you, and the board for putting up with me as Chair for a year. I'll miss our weekly calls and really just appreciate you. I appreciate the transparency and just the ability to grow as a board and really put forth good work as a district.
- Laurie Danzuka - I can't think of anything, so I'll say thank you, Jacob. I thought you done an outstanding job as chair.
- Kevin Richards - It is a pleasure being on the board where you don't really need to worry that if something's come up it's probably already been communicated and brought to our attention and so it's it is a pleasure. I think my highlight is my oldest is a freshman (will be a freshman), and did a little bit of summer baseball and a little bit of weightlifting right now at the gym in the weight room. So that's a milestone for my family, and nice to participate.
- Jay Mathisen - Thank you, Jacob. It was a really good year with you as chair and Regina Mitchell as vice chair. Jacob and I connected weekly, Fridays at six a.m. for the last two years in a phone call, and often Jacob was already on site in another county for his job, and so his effort to do that and talk with me was extraordinary, honestly. And so much appreciated. He did a fantastic job. I appreciate the efforts. Second, we are really pleased with the progress of the HVAC work at the WSK8. Brad and I had a chance to catch up with Mike Tiller last week. They intend to have water in that boiler system by the end of July, so they're slightly ahead of schedule. Really pleased by that. Way too early to say they're going to make the budget, but right now things are looking pretty good in terms of financially around that with our budget as well. Lots of good news at the WSK8. Again, what this will do is the whole building will have a new HVAC system, except for the newly constructed wing that will have the system that was put in when it was newly constructed. That still is a little cantankerous, so we will continue to probably have some servicing issues with that. This new system we're much more hopeful for, and we are adding air conditioning for the first time in the gym, remember that was all of the board's decision making, and so really good stuff happening there, and it's on target time wise and potentially budget wise, a little early on that.
- Shay Mikalson - Jacob, thank you for your leadership and Regina, who I know isn't here, but for her service this year as well. And in the theme of thanking, this is the time where everyone thinks everything is shut down for summer, but we have maintenance crews, custodial crews doing amazing work all throughout our buildings. We have bus drivers, teachers, classified staff with our extended school year program summer acceleration, which starts on Monday. I'm just thankful to all the people doing work that's behind the scenes in some ways, but also out in front to not only provide services to kids right now, but to be prepared for next year.
- Laurie Danzuka – I guess I do have one more; since we went to 'no fireworks on school property,' I know we still have some issues with it, but nowhere near to what it used to be. So, I appreciate staff for taking care of that because I saw the pile out by the dumpster.

11. REMINDERS / PLANNING AHEAD, MARK YOUR CALENDAR

- Board Leadership – **Tuesday, August 4, 2026 @8am** *(Board chair & board member)*
- JCSD 509J 2026-2027 Board Retreat/Meeting – **Thursday, August 13, 2026 @COCC,** *8:30AM-1230PM*

***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/*

12. MEETING CLOSURE/ADJOURNED

With no further business and without objection, Board Chair Laurie Danzuka adjourned the meeting at **6:19PM**.

Draft to Board for approval at next meeting,
August 13, 2026

_____
Tessa Bailey, Executive Assistant

_____
Board Chair Laurie Danzuka

_____
Superintendent Jay Mathisen

_____
Date

_____
Date