



Jefferson County  
School District 509J  
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## Jefferson County School District 509-J

**Monday, October 10, 2022**

### **2022-2023 BOARD MEETING**

**Regular Session** (7:00pm)

*In-person ONLY*

#### **MEETING LOCATION:**

Big Muddy School, One Muddy Road, P.O. Box 227, Antelope, OR 97001

#### **2022-2023 Board of Directors:**

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

## **MEETING MINUTES**

**ATTENDANCE:** Chair Kevin Richards, Laurie Danzuka, Jamie Hurd and Jacob Struck

**ABSENT:** Vice-Chair Courtney Snead

#### **REGULAR SESSION/ CALL TO ORDER / PLEDGE OF ALLEGIANCE / ATTENDANCE**

Board Chair Kevin Richards called the meeting to order at 5:17pm followed by the Pledge of Allegiance. Board Secretary noted board member attendance.

Board Chair Kevin Richards thanked Big Muddy staff and community for their hospitality, the tour and the great dinner.

Board Chair Kevin Richards called for a motion to adopt the agenda.

#### **AGENDA ADOPTION**

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

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

##### ✓ **Indigenous Peoples' Day, Proclamation**

Chair Kevin Richards asked Superintendent Jay Mathisen to read the Indigenous Peoples' Day Proclamation. Superintendent Jay Mathisen read the proclamation as presented in the board-meeting packet.

✓ **Enrollment Summary / Class Size Report**

Superintendent Jay Mathisen referred to pages 5-8 in the board packet and shared the enrollment summary and class size report.

Discussion took place about the new person added to JCMS. Jamie Hurd asked if there could be additional support in the larger classroom sizes if needed. Superintendent Mathisen stated he would have a conversation with the principal.

✓ **SIA Annual Report**

Curriculum Director Melinda Boyle shared the SIA Annual Report (pages 9-12 of the board packet) and highlighted some items in the report as a summary. She shared our ability to add social and emotional support; the three Family Access Network (FAN) positions, the ability to reduce class sizes in the 1<sup>st</sup> grade and the ability to address barriers by adding positions like specialists and offered opportunities for staff being able to get an associate's degree with the partnership with the local community college. She shared a student quote from the FAN report: *"Getting the chance to feel hope again is something I will forever be grateful for."*

✓ **Division 22 Assurances**

Curriculum Director Melinda Boyle shared the Division 22 report and a brief discussion took place about the Division 22 process.

~~✓ **Legislative Report (if any) – Courtney**~~

The legislative report was postponed to next meeting in the absence of Courtney Snead.

✓ **Financial Report**

Superintendent Jay Mathisen shared the financial report in the absence of CFO Stacie Holmstrom. He directed board members to pages 23 -25 of the board packet and explained that this is her suggested level of detail for the monthly report, and he explained the projected payroll is not included, but will be in future meetings. He summarized the revenue and expenditure information presented, he also shared the committed balances, special revenue funds, debt service funds and he pointed out the items of importance noted with astrics at the bottom of each section.

Superintendent Jay Mathisen explained that CFO Stacie Holmstrom said she is willing to provide this level of report each month and a more extensive report on a quarterly basis.

Board members stated they appreciate this level of report each month and look forward to having it as part of the board packet.

✓ **Budget Committee Members – potential action item**

- Interest to continue, Position 6
- Resignation/Vacancy

Board Chair Kevin Richards explained that we are a little out of schedule in our budget committee process and shared that Regina Mitchell (position 6) has submitted interest to continue serving and there is a vacancy remaining as Lindsay Foster-Drago's (position 9) term ended on 6/30/2022. The board will have an opportunity to consider this topic in the action items later in the meeting.

✓ **OSBA Policy Updates (Quarterly, August 2022) listed below, 1<sup>st</sup> Read**  
*JCSD 509J proposed 10/10/2022 - 1st read; 11/14/2022 2nd/Final Read*  
*From the OSBA Quarterly Policy Update, August 2022, Vol. 66 No. 3 sch*

1. CB – Superintendent, Highly Recommended
2. CPA - Layoff and Recall for Administrators, Highly Recommended
3. CPA-AR – Layoff and Recall for Administrators, Highly Recommended
4. DBEA – Budget Committee, Highly Recommended, (versions 1 & 2)
5. EFA – Local Wellness, Required
6. EFA-AR - Local Wellness Program, Recommend Delete
7. EH – Records and Data Management, Optional [*Reviewed, we will readopt our existing policy*]
8. GCBDB/GDBDB – Early Return to Work, Highly Recommended
9. GCDA/GDDA-AR – Criminal Records Checks and Fingerprinting, Required
10. GDA – Instructional Assistants, Optional
11. IGAC – Religion and Schools, Optional [Current, we will readopt our existing policy]
12. IGAI – Human Sexuality, AIDS/HIV, Sexually Transmitted Diseases, Health Education,
13. IGBAF – Special Education – Individualized Education Program (IEP), Required
14. IGBAF-AR – Special Education - Individualized Education Program (IEP), Required
15. IGBB – Talented and Gifted Program and/or Services, Required
16. IGBBA – Talented and Gifted Students - Identification, Required
17. IGBBC - Talented and Gifted – Programs and Services, Recommend delete in lieu of other revisions
18. IGBHE – Expanded Options Program\*\*, Highly Recommended
19. IGDJ – Interscholastic Activities\*\*, Required
20. IK – Academic Achievement, Required
21. IKF – Graduation Requirements\*\*, Conditionally Required
22. IMB – District Improvement Program, Highly Recommended
23. IMB-AR – District Improvement Program, Highly Recommended [DELETE, updated IMB]
24. JEA – Compulsory Attendance\*\*, Highly Recommended
25. JEA-AR – Compulsory Attendance Notices and Citations\*\*, Highly Recommended
26. JGAB – Use of Restraint or Seclusion\*\*, Required
27. JHC – Student Health Services\*\*, Highly Recommended
28. KBA – Public Records Request, Highly Recommended
29. KBA-AR – Public Records Request, Highly Recommended
- Not on the OSBA Quarterly Policy Update, but we want board review on the following:**
30. JFCIA – STUDENT Athlete Drug Testing – DELETE
31. JFCIA-AR – Student Drug Testing – DELETE

Superintendent Jay Mathisen shared the list of policy updates reflected on page 2 of the agenda (*complete packet was provided as an independent handout – 118 pages*) and explained this is a first read of the policy updates. He suggested that when reviewing, they start with the summary in the front of the document provided by OSBA as part of the August 2022 OSBA Quarterly Update. He said the policy service offered by OSBA is very helpful and explained our district's policy update process.

Superintendent Jay Mathisen explained the policy and AR listed as number 30 and 31 (JFCIA and JFCIA-AR, Student Drug Testing) of the proposed policy update list are **not** part of the OSBA quarterly updates, but are a policy and AR that we are not in current practice. He explained that he has reviewed with legal and asked if other districts in the region are still engaged in these practices, they are not, nor do they have policy. He stated that our district takes this very seriously and shared that we have invested in a drug and alcohol counselor to serve at our high school and middle school levels, this year, for the first time. That person will not just engage in reactive testing and counseling, but will be engaged in pro-active work to help our staff work to encourage our students to make choices other than those around drugs. He explained that we feel we are investing wisely around that, rather than investing time and cost in a testing policy that tended not to yield very helpful results.

Superintendent Jay Mathisen said these proposed policy updates would be brought back to the board for the second and final read in November, and opened to board members the opportunity for discussion or questions.

Jamie Hurd commented for the record that the OSBA policy service has been very helpful and a much better process for our district in reviewing and updating our policies and she is grateful JCSD 509J made the investment.

Board Chair Richards proceeded to the public comment section of the meeting.

#### **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.

Ben Anderson signed up [**Option 1**] to speak at the meeting this evening.

*[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 public comment presented during the meeting]:*

Ben Anderson introduced himself, said he came to the meeting as a concerned parent – he calls Madras and Jefferson County his home for forty-four years and has children in the district. He shared that he was recently asked a question from his son in middle school that caught him off guard and frankly cannot answer and is asking the board and district for help in answering. The question: *“Why are tampons in the middle school boys’ bathroom, and when did middle school boys start menstruating?”* He proceeded to share his concerns with a suggestion that the district build a new bathroom or remodel one into a single-use bathroom that is safe and comfortable for whoever to use it. He stated feminine products in boys bathrooms are wrong, useless and need to be removed.

Board Chair Kevin Richards thanked Bend Anderson for his comment.

There were no written [**Option 2**] comments submitted this evening.

## **ACTION ITEMS**

### **A. Consent Agenda**

1. Approval of Board Minutes of **September 12, 2022**
2. Personnel Action
3. Resolution #23-04, Misc. Grants & Donations (\$81,654)

Board Chair Kevin Richards noted the updated personnel action and called for a motion on the consent agenda.

Jacob Struck moved to approve the consent agenda as presented – **Approved 4/0.**

### **B. Superintendent Contract**

Board Chair Kevin Richards explained the independent handout provided of the superintendent contract. He explained that this contract has some revisions, Superintendent Jay Mathisen is in his second year of a three-year contract, with these revisions, it would start a process of renewing that contract on a three-year basis, it includes a modest update to salary and compliance with state law. Board Chair Richards then opened the superintendent contract action item up for board discussion or questions.

With no comments or questions from the board, Jamie Hurd moved to approve the superintendent contract as presented – **Approved 4/0.**

Board Chair Kevin Richards stated, when the board hired Superintendent Jay Mathisen they made it clear they expected some ownership in this community and he thinks that Jay has demonstrated that commitment and hopes that the approval of this contract honors that commitment.

Jacob Struck said he really appreciates Superintendent Jay Mathisen moving to the community and thinks others appreciate it as well.

Superintendent Jay Mathisen thanked the board for their action.

**C. Budget Committee Members** – *potential action item*

- Appoint Position 6 – *per request to serve another term*
- Post Vacancy for Position 9 (term ended 6/30/2022)

Board Chair Kevin Richards explained that he appreciates the understanding of having this action item to get on track with the schedule.

Laurie Danzuka motioned to:

1. Appoint Regina Mitchell to Position 6, of the JCSD 509J Budget Committee for a three-year term ending 6/30/2025, per her letter of interest to JCSD 509J Budget Committee, dated August 4, 2022, and
2. Authorize the immediate posting to announce vacant Position 9 (Lindsay Foster-Drago, term ended 6/30/2022) of the JCSD 509J Budget Committee, requesting applications from interested persons with a respectful deadline to allow for appointment at the next board meeting, or prior to but no later than December 2022.

Laurie Danzuka's motion passed unanimously – **Approved 4/0.**

Board Chair Richards asked for clarification about the posting deadline.

Superintendent Jay Mathisen explained that we would post the vacancy and keep it open. The hope is there will be interest in time to bring applications to the board in November. Noting that the posting will not take place until mid-October and if there is no immediate interest, we may need more time to bring to the meeting in December. When applications are received, they will be sent to board members for review in time to allow them to take action in December.

**BOARD & SUPERINTENDENT HIGHLIGHTS**

- Athletic events have been great.
- Travel to Oklahoma for the National Indian Education Association (NIEA) convention was wonderful. So nice to see the Warm Springs Language team honored.
- ELA curriculum.
- Nice to see the Spanish class – our district is investing in for staff.

- Wrestling program.
- WSK8 –kids excited to be at school.
- Witnessing the Native Language program awarded on a national level. Shout out to that group!
- NIEA good experience. Privilege to be in attendance and see that
- Big Muddy great place for a board meeting!

**REMINDERS:**

- 2022 Native American Heritage Month - **November 2022**
- Next Board Leadership (9am) – **Tuesday, November 8, 2022** *(Kevin & Jamie)*
- American Education Week – **November 14-18, 2022**
- Board Work Session **@Warm Springs – Monday, November 14, 2022**
- Regular Session Meeting **@Warm Springs – Monday, November 14, 2022**

A board member shared a reminder - the Distinguished Alumni event and the Homecoming parade are both on October 21, 2022.

**MEETING CLOSURE/ADJOURNED**

Board Chair Kevin Richards thanked Big Muddy for hosting the meeting this evening.

With no further business adjourned the meeting **@6:08pm**.

**Draft to Board for approval at next meeting.  
Monday, November 14, 2022**

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

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Board Chair Kevin Richards

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Superintendent Jay Mathisen

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Date

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Date