



Jefferson County  
School District 509J  
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Jefferson County School District 509-J  
**Monday, August 8, 2022**  
**2022-2023 BOARD MEETING (7:00PM)**

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

**MEETING LOCATION:**

**\*Central Oregon Seeds Inc. (COSI), 1747 NW Mill Street, Madras, Oregon 97741**

[Zoom Meeting Access Here](#)

Meeting ID: 818 5083 5144 Passcode: 632500

Phone +1 253 215 8782 US (Tacoma) Meeting ID: 818 5083 5144 Passcode: 632500

**2022-2023 Board of Directors:**

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

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## REGULAR SESSION MEETING MINUTES

**ATTENDANCE:** Chair Kevin Richards, Vice-Chair Courtney Snead and Jacob Struck

**ABSENT:** Laurie Danzuka (*attended some of the meeting, absent during action items*) and Jamie Hurd (*attended briefly via Zoom but was not present during the action items*)

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

Board Chair Richards called the meeting to order followed by the Pledge of Allegiance. Board Secretary documented board member attendance.

### AGENDA ADOPTION

Vice-Chair Courtney Snead moved to adopt the agenda as presented, motion passed unanimously – **Approved 4/0** (Jamie Hurd, absent).

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

#### ✓ **County Health Update**

County Health Director Michael Baker provided handouts (*Titles of handouts: Jefferson County Public Health, 509-J School Board Update: The Health of Our Community, dated January 13, 2020 and Jefferson County Public Health update, dated August 8, 2022*) and gave an in-depth verbal presentation as the community health update for the evening.

Board Chair Richards thanked Dr. Baker for the presentation and proceeded to the next agenda item.

✓ **Facilities Update**

Director of Operations/Safety Simon White introduced Amanda Craig of the Oregon Rural Community Schoolyards Project to share about the potential for a community playground at Madras Elementary. She explained the program and expressed the need for support from the board of directors and the Madras community.

Director of Operations/Safety Simon White provided a handout (*Title: July 18, 2022 Facilities Projects*) and summarized the status of the current projects taking place throughout our district.

*[Board Member Laurie Danzuka left the meeting]*

✓ **Dual Language Update**

Superintendent Jay Mathisen shared the Dual Language update, sharing there are currently twenty-two students from English speaking homes and fourteen from Spanish speaking homes. There are eight slots open and Principal Laura Contreras-Weiss is working hard (presenting at various events and organizations in the community) to fill those slots. Superintendent Jay Mathisen also shared about an upgrade of a restroom at the facility to accommodate the needs for the program.

Board members are invited to a Dual Language Program Open House on September 1, 2022 from 4:00-6:00pm.

Superintendent Jay Mathisen expressed how excited we are to have a dual language program in our district.

✓ **Policy DL – Payroll, Update**

CFO Stacie Holmstrom explained the new payroll date changes and the proposed policy update for the policy DL - Payroll.

CFO Stacie Holmstrom also briefly explained the financials in the consent agenda. Superintendent Jay Mathisen spoke briefly about the ending fund balance.

✓ **COVID-19 Management Plan- State required report**

Director of Student Services Kira Fee introduced the new JCSD 509J Nurse/Health Supervisor Christina Kelley. Nurse Kelley spoke of her work experience, and expressed how happy she is for the opportunity to work with the district.

Director of Student Services Kira Fee provided a two page independent handout and explained the School-Level COVID-19 Management Plan required by the state. She explained that we are required to have the report posted on the JCSD 509J website.

Board members thanked Director of Student Services Kira Fee for the report, and welcomed Nurse Kelley 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.

There were no comments submitted under either option this evening.

*[Board Secretary confirmed board member attendance prior to Action Items – Jamie Hurd and Laurie Danzuka were not present at this time.]*

## ACTION ITEMS

### A. Consent Agenda

1. Approval of Board Minutes of **June 13, 2022**
2. Personnel Action
3. Resolution #23-02, Misc. Grants & Donations (\$316,000)
4. Financials

Superintendent Jay Mathisen noted the updated personnel action and explained, this time of year it is typical to have the personnel sheet updated due to continual staff hiring this time of year.

Jacob Struck motioned to approve the Consent Agenda as presented, motion passed unanimously – **Approved 3/0.**

### B. 2022-2023 Board Goals

Board Chair Richards explained the updated 2022-2023 Board Goals, that were discussed and updated at the last meeting; and he called for a motion.

Vice-Chair Courtney Snead motioned to approve the 2022-2023 Board Goals as presented, motion passed unanimously – **Approved 3/0**.

### **C. 2022-2023 JCSD Calendar Update**

Superintendent Jay Mathisen explained the updates to the 2022-2023 calendar – referring to page 83 of the board packet. He explained, February 2, 2023, ½-Day professional development and ½ -Day workday, February 3, 2023, No School-Teacher Grading Day – based on the reminder from Association leadership. In addition, in June 2023 there are 5 days – highlighted in yellow, they are potential make-up days due to emergency closures; the holiday Juneteenth (June 19, 2023) would affect those dates based on the federal holiday. He also explained it is rare that we would have to extend to use those days, but they are reflected on the calendar as needed based on the potential.

Jacob Struck motioned to approve the 2022-2023 JCSD Calendar Update as presented, motion passed unanimously – **Approved 3/0**.

### **D. 2022-2024 School Based Health Center Contract**

Superintendent Jay Mathisen referred to page 85 in the board packet to explain the update made to the Contract for Personal Services School-Based Health Center, and shared that he and Dr. Baker have had conversation about the update.

Chair Richards asked if there are questions, comments or suggestions on the contract, and if not called for a motion to approve.

Vice-Chair Courtney Snead motioned to approve the 2022-2024 School Based Health Center Contract as presented, motion passed unanimously – **Approved 3/0**.

### **E. Policy Update - DL, Payroll**

Jacob Struck motioned to approve the 2022-2023 proposed policy update – DL, Payroll as presented; motion passed unanimously – **Approved 3/0**.

## **BOARD & SUPERINTENDENT HIGHLIGHTS**

- Appreciate seeing staff and community at the Fair.
- Appreciate summer enrichment program – a special time to see staff outside of their regular school year.
- Excited about the Junior Golf Camp program.
- Summer acceleration program over 400 students – a lot of work by Katie Boyle and grant work by Melinda Boyle, well done.
- Administrator Retreat was really positive – nice to see the relationships.

**REMINDERS:**

- All JCSD 509J, 2022-2023 Welcome Back Lunch, @MHS (11:30am-12:30pm) – **August 29, 2022**
- Next Board Leadership (9am) – **Tuesday, September 6, 2022** (*Kevin & Jacob*)
- Board Work Session @JCSD Board Conference Room (5:30pm) – **Monday, September 12, 2022**
- Regular Session Meeting @JCSD Board Conference Room (7:00pm) – **Monday, September 12, 2022**
- NIEA 53<sup>rd</sup> Annual Convention & Trade Show – Oklahoma City, OK – **October 5-8, 2022**

Discussion took place about the reminders. Board members are invited to attend any or all of the back-to-school events in the district.

**MEETING CLOSURE/ADJOURNED**

With no further business, Board Chair Richards adjourned the meeting at 8:36pm.

*Draft to Board for approval at next meeting.*

~~Monday, October 10, 2022~~

**Monday, September 12, 2022**

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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