



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

Friday, July 14, 2023

2022-2023 BOARD RETREAT

MEETING MINUTES

MEETING LOCATION:

The Museum of Warm Springs, 2189 US-26, Warm Springs, OR 97761

In-person ONLY – thank you for your understanding.

2022-2023 Board of Directors:

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

REGULAR SESSION

*Immediately following the Work Session, or
(2:00PM – 2:45PM)*

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

ABSENT: None [**Laurie Danzuka was not present during some of the action item votes as noted in the minutes*]

REGULAR SESSION/ CALL TO ORDER

Board Chair called the meeting to order at 2:25PM followed by the Pledge of Allegiance. Board Secretary accounted for board member attendance.

BOARD MEMBER WELCOME / OATH OF OFFICE

- **Kevin Richards, Position 5**

Board Chair Kevin Richards took his oath of office for Jefferson County School District 509-J Board, Position 5.

- **Courtney Snead, Position 4**

Vice-Chair Courtney Snead took her oath of office for Jefferson County School District 509-J Board, Position 4.

2022/2023 JCSD 509J BOARD OFFICER NOMINATIONS

Board Chair Kevin Richards called for board officer nominations for 2023-2024.

Jacob Struck made a motion to nominate Kevin Richards as Board Chair and Courtney Snead to continue as Vice-Chair; both are willing to accept the nomination.

Jamie Hurd commented that in her opinion, the board chair should rotate each year because of the work load. Chair Richards asked if there are any other comments or nominations.

With no other comments or nominations, Chair Richards called for a vote on the open motion. The JCSD 509J board of directors unanimously approved the motion to keep Kevin Richards as board chair and Courtney Snead to continue as vice-chair; motion passed unanimously – **APPROVED 5/0.**

AGENDA ADOPTION

Courtney Snead motioned to adopt the agenda as presented, motion passed unanimously – **APPROVED 5/0.**

INFORMATION / PRESENTATIONS / REPORTS / COMMUNICATION / DISCUSSION ITEMS

Superintendent Jay Mathisen introduced Melinda Boyle to present on the summer school update and the fall opening professional development planning.

- **Summer School Update**

Melinda Boyle presented on summer school program. She explained that it will begin July 31 through August 18, 2023; it is across the district K-12, from 9am – 12:30pm for kindergarten and 9am - 3:00pm for everybody else. There are three sites: Bridges High School (170 currently registered), Madras High School (36 currently registered), and Warm Springs K-8 (100 students currently registered), every grade level will have a half day of Culture and Heritage once a week. She explained there is a new program this year called 9th Grade Strong Start Program; week one we partner with a non-profit called Discover Decision Education Foundation – they incorporate fun activities that are engaging to students and use the current high school seniors as mentors along with the staff. The purpose is to set our 9th grade students up for success, and prepare them for the challenges for high school and also teach better decision-making skills. Some of the research from this non-profit says it increases confidence, reduces stress and improves the retention rate of 9th grade students. Melinda Boyle said we learned about this organization a few years ago at a 21st Century conference, but at that time they did not have any available spots but we were able to secure one this year. The team will train the staff and students in July.

We also have a partnership with Think Wild for 3rd graders, they get a week of camp in the City of Madras, a four-hour five-day program. She also explained that High Desert ESD is also coming in to bring some STEM activities. Big Theater is coming in to work with students, Camp Fire Hosts are coming in; Best Care Treatment is coming in for some targeted prevention curriculum and OSU Nutrition is coming in with some healthy eating habits. Melinda Boyle explained that the high school level will also have some credit recovery programs.

Melinda Boyle explained that peer tutors will have a workshop on July 18-19 to teach them how to supervise and mentor kids; Julie Mitchell from the high school will lead that through the career path forward early childhood education.

Melinda Boyle asked the board members if they have any questions about the summer learning program.

Jacob Struck asked about enrollment numbers compared to last year. Melinda said we are ahead right now and they are coming in rapidly. KWSO has been mentioning it for Warm Springs and they are coming in too. She thanked her assistant Wendy Hernandez for all her work in getting the registrations entered.

- **Fall Opening Planning / In-Service & Other Summer Professional Development**

Melinda Boyle presented on the Fall Opening Planning / In-Service & Other Summer Professional Development.

She shared some of the highlights of what has already been done this summer, followed by what is planned for the following days.

- ✓ June 15 & 16, a team of teachers working on English Language Development.
- ✓ Mathematics unit plan updating for K-5.
- ✓ Five High School teachers planning - worked with Shannon McCaw.
- ✓ June 20-23, K-8 Language Arts planning; 32 teachers representing all grades came in to finalize work.
- ✓ Another unit planning with Shannon McCaw for high school teachers.
- ✓ June 20-22, Laurie Danzuka led a workshop on tribal history at the Warm Springs Museum, there were 25 participants.
- ✓ July 10-12, a secondary grade level team went to AVID workshop.
- ✓ July 19-21, there will be 13 elementary leader participants attending the PLC institute.
- ✓ August 2-3, Administrative Workshop for district leadership.
- ✓ August 21-24, New Teacher Induction.

Melinda Boyle referred to pages 12-13 of the board packet and explained the professional development survey that took place as they planned for the PD this year. Twenty-five teachers who shared that they would be willing to lead presentations will be presenting this year, and referred them to pages 14-24 in the board meeting packet for other professional development opportunities in August.

Melinda Boyle explained that High Desert ESD will also bring a team in to train on behavior management and QPA Suicide Prevention workshop. Solution Tree will also be coming in to do some work with RTI.

The board reviewed the 2023 Professional Learning Menu provided in their board packet (pages 14-24) – it was asked if they are allowed to attend. Melinda invited board members, stating they are welcome to attend.

Board Chair Kevin Richards asked if there are any questions. No questions were presented, so Board Chair Richards proceeded to the next agenda item.

- **Board Member, Position 2 - Application Status / Discussion**

Board Chair Kevin Richards explained that today is Jamie Hurd's last board meeting and the vacant position was posted with a deadline of July 7, 2023. We have received eight applications. He shared that he personally would like the board to have thorough time to review all of the applications and he opened the meeting up to board discussion about the process.

Board discussion took place about the process for reviewing applications, interviewing, selecting and filling the vacancy. They would like to take time to review between now and next board meeting.

Courtney Snead said there are great applicants that deserve a thorough review and suggested having the same questions presented to each, and a scoring rubric for the interview process.

Jacob Struck agreed with Courtney, sharing he would like the criteria to focused around the mission and values of the district and thinks that community members and staff can take part.

Courtney suggested a means of community and/or district staff feedback in the process and clarified that the board will make the final determination.

Board Chair Kevin Richards summarized the suggestions and clarified that the interview process will be open to the public for viewing.

Courtney Snead suggested that Joey publish an open forum to hear the interview process of the top candidates.

Jamie Hurd suggested that the board may want to plan to have that meeting at the PAC, similar to when the Chamber hosted forums during the election process. Courtney Snead shared, the only problem with that is it may give people the impression that this is more of an election versus an appointment directed by the board.

Discussion took place about the potential rubric.

Board Chair Kevin Richards explained that the board has this topic as an action item later in the meeting and proceeded to the next agenda item.

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.

Board Chair Kevin Richards explained that four people have signed up to speak this afternoon.

The following four people signed up at the meeting to speak (option 1):

[In-persons 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.]

1. **Lorien Scott**– Expressed her concern about the vacant position, left by Jamie Hurd and requested that the board please consider the people who are doing the work and who can represent the kids. She requested that they please consider someone from this community (Warm Springs).

2. **Charlene Dimmick** – She said that she wishes the board would have used the runner up from the election to fill the vacant position, she feels that would have been more of what the community would want. She asked if the school board members are allowed to talk to people in public; explaining, if there are questions, maybe it is because people are not understanding and would like an answer rather than having to wait. Referring to the Native American historical education – 25 staff attended – she asked why it isn't a requirement for all staff. She said she would like to see more Warm Springs community involvement in the decision-making process, it doesn't make sense for them to travel and take the time to attend the meetings if they are not going to be involved or included in the decision making. She also stated that she would highly recommend the Warm Springs Tribe as a resource for training for the trauma & informed care and encouraged the board and/or staff to look into that resource.

3. **Jillisa Suppah** – She requested that the board please consider the applicants for the vacant board position and how they will reflect the culture and students. She encourages the board to look and to make the vacancy will be filled by someone who does the work and is a part of the community. She expressed how she really appreciated today's work session activity with the equity team, it was nice to be included in the meeting and the conversation. She sees the need for more diversity on the board and in those conversations, sharing her opinion that Laurie Danzuka should not be the only one.

4. **Demus Martinez** – He introduced himself and said he works for a non-profit, Warm Springs Community Action Team, they promote education for our youth. He is a tribal member here and briefly explained his background. He has kids in the district and believes education is important. They teach financial literacy, which is a basic requirement and he believes it should be a requirement. He wants to offer to the district another resource, to teach, maybe a partnership

or on the side, for Madras High School or Bridges – the financial skills are important, no matter who you are. He would like to see every 509J student learn financial skills.

Board Chair Kevin Richards thanked the guests for their comments and said there are no other in-person comments but there were comments submitted online and the board secretary would provide copies to all board members for them to read and consider.

The board secretary distributed the online comments to each board member for their review and consideration. Online comments were submitted by: Judy Embanks, Ron Hahn, Rosetta Herkshan and Heidi Casper.

Board Chair Kevin Richards proceeded to the action items on the agenda.

ACTION ITEMS

1. CONSENT AGENDA

- Approval of Board Minutes of **June 12, 2023**
- Personnel Action
- Resolution #24-02, Misc. Grants & Donations
- Financial Report
- 2024-2025 Budget Calendar

Laurie Danzuka made the motion to approve the consent agenda as presented, motion passed unanimously – **Approved 5/0.**

2. 509J BOARD MEMBER, POSITION 2, PROCESS RECOMMENDATION

Board Chair Kevin Richards said this is the opportunity for the board to vote on the process for the open position – he opened for further discussion or a motion.

Vice-Chair Courtney Snead made a motion, that the board approve the process they discussed earlier, including inviting applicants to interview at the August work session and appointing Director Struck and Director Snead to develop questions and a rubric for the interview process; with a September work session to follow to discuss the input and feedback received on the candidates and decide how to proceed. Vice-Chair Snead’s motion passed unanimously – **Approved 5/0.**

3. BUDGET COMMITTEE VACANCY

Board Chair Kevin Richards explained there are a few vacancies on the budget committee and asked that Superintendent Mathisen elaborate.

Superintendent Jay Mathisen said that Jim Hutchins, Position 7 and we just received confirmation earlier today from Ken Stout, both terms ended on 6/30/2023 and they have decided they will not be returning and those are the two we will be requesting to post the vacancies.

Jacob Struck requested the position number for Ken Stout. Stacie Holmstrom and

Superintendent Mathisen confirmed Ken Stout was Position 8 on the JCSD 509J Budget Committee.

Vice-Chair Courtney Snead asked if the applicants who applied for the vacant board position are interested in being on the budget committee, rather than making them complete another application, could we ask them if they are interested and if so, submit the application for the budget committee pool?

Superintendent Mathisen said without saying more than he knows, he would be willing to make it an easier process – if that be the case, the sequence would be two-part process to see if they are interested and in September have the paperwork available for the budget committee.

Vice-Chair Courtney Snead suggested the process be that all eight applicants receive a phone call to ask them if they would be interested in serving on the budget committee. Superintendent followed with the comment, for those who are interested we could shift the existing paperwork over for the budget committee vacancies in September.

Note: Laurie Danzuka stepped out of the meeting at 3:14pm.

Jamie Hurd publicly thanked both Jim Hutchins and Ken Stout for their service on the budget committee they have both been on the committee since she has been on the board and it takes a lot of time, with the work they both do – she is grateful for their service.

Jacob Struck made the motion to authorize the immediate posting to announce the vacant JCSD 509J Budget Committee, Positions 7 and 8.

Jamie Hurd made a request that a thank you card on behalf of the board be sent to each of them to thank them for their service.

Board Chair Kevin Richards called for a vote on the open motion made by Director Struck to authorize the immediate posting to announce the vacant JCSD 509J Budget Committee, Positions 7 and 8. Motion passed unanimously – **APPROVED 4/0** [**Laurie Danzuka absent for vote*].

4. RESOLUTION #24-03, AUTHORIZATION TO RATIFY CONTRACTS FOR SECURE VESTIBULES

Board Chair Kevin Richards called for a motion on resolution #24-03, authorization to ratify contracts for secure vestibules.

Vice-Chair Courtney Snead motioned to approve Resolution #24-03, authorization to ratify contracts for secure vestibules as presented; motion passed unanimously – **APPROVED 4/0** [**Laurie Danzuka absent for vote*].

5. RESOLUTION #24-04, AUTHORIZATION TO PURCHASE SCHOOL BUSES

Vice-Chair Courtney Snead motioned to approve Resolution #24-04 authorization to purchase school buses as presented; motion passed unanimously – **APPROVED 4/0** [**Laurie Danzuka absent for vote*].

Note: Laurie Danzuka reentered the meeting at 3:19pm.

6. 2023-2024 INDIAN EDUCATION ADVISORY CALENDAR (IMPACT AID)

Board Chair Kevin Richards introduced the 2023-2024 Indian Education Advisory Calendar (Impact Aid) and Superintendent Mathisen explained it with more detail, directing the board members to page 44 of the board packet and explaining this calendar captures some of the impact aid guidelines, some are best practice, but this calendar aids in the decision-making process.

Board Chair Kevin Richards asked if there are any comments or questions and called for a motion.

Jamie Hurd commented, to make sure this calendar is shared with school leaders because they have other events scheduled on the same day and this calendar should take priority.

Board Chair Kevin Richards called for a motion.

Director Jacob Struck motioned to approve the 2023-2024 Indian Education Advisory Calendar (Impact Aid) as presented; motion passed unanimously – **APPROVED 5/0.**

BOARD & SUPERINTENDENT HIGHLIGHTS

- Thanks to the facilities team for cleaning up after the 4th of July. Thankful that our district supports that event.
- PLC resource is amazing as a new teacher – grateful for it.
- Thank you to the community for supporting the late start Mondays for staff to participate in the PLC work.
- Retirement breakfast, a long tradition but important to encourage people. Thank you to those involved in that event.
- Legislative session ended.
- Jamie Hurd will be missed – she has been the heart of our board. Thank you, Jamie!
- Welcome Kevin Gehrig and look forward to having Assistant Superintendent Shay Mikalson attend our board meetings in the future – some really positive hires in our district.
- When people work together a lot of good things happen.
- Glad Jamie is moving on to something that is important to her – our kids deserve that, thank you Jamie for your work.
- Looking forward to working with Jamie in a different capacity – her experience and background with Warm Springs will be of great value.
- We have a great collection of people in our district – some great hires.

A gift was given to Jamie Hurd as a token of appreciation for her service on the board. Jamie Hurd shared some personal comments of how she has appreciated being a part of this team – a great board, and she looks forward to seeing them in her classroom.

REMINDERS MARK YOUR CALENDAR

- OSBA Summer Board Conference 2023, Salem – **August 11-13, 2023**
- JCSD 509J Board Meeting – **Monday, August 14, 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 Kevin Richards adjourned the meeting at 3:30pm.

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

Tessa Bailey, Executive Assistant

Board Chair Kevin Richards

Superintendent Jay Mathisen

Date

Date