



Jefferson County School District 509-J

Monday, September 11, 2023

2023-2024 BOARD MEETING

Regular Session (7:00pm)

Hybrid: In-person and Electronic Meeting via Zoom –

Work Session will take place in-person only, no remote access

MEETING LOCATION:

JCSD 509J – SSB Board Room

445 SE Buff Street, Madras, OR 97741

[ACCESS ZOOM MEETING HERE](#)

Phone 1 253 215 8782 US (Tacoma)

Meeting ID: 862 0690 9240 Passcode: 238698

2023-2024 Board of Directors:

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

REGULAR SESSION MEETING MINUTES

ATTENDANCE: Chair Kevin Richards, Vice Chair Courtney Snead, Laurie Danzuka and Jacob Struck

ABSENT: None

CALL TO ORDER / PLEDGE OF ALLEGIANCE / BOARD OF DIRECTORS ATTENDANCE

Board Chair Kevin Richards called the meeting to order immediately following the work session at 6:30pm, followed by the Pledge of Allegiance. Board Secretary noted attendance.

AGENDA ADOPTION

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

Laurie Danzuka made a motion to adopt the agenda as presented; motion passed unanimously – **Approved 4/0.**

INFORMATION / PRESENTATIONS / REPORTS / COMMUNICATION / DISCUSSION ITEMS

- **SCHOOL YEAR START UPDATE**

- **Enrollment report**

Superintendent Jay Mathisen explained the enrollment report, sharing that we are down in enrollment from where we were last year. He explained the ten-day drop information and that we are early into the school year and may clear up as we enter into October.

- **Hiring update**

Superintendent Mathisen introduced HR Director Debi Brazelton to present the independent handout of job postings dated 9/11/2023.

HR Director Debi Brazelton explained the JCSD 509J job postings in detail and explained how the HR department has shared information at job fairs, WSK8 BBQ, online postings, social media, Parent Square and fliers to all schools to get the word out about the opportunities at 509J.

Jacob Struck asked if the bus driver positions are permanent or extra positions. HR Director Debi Brazelton explained that these are regular, permanent positions. Superintendent Mathisen explained that bus driver shortages are being felt across the region and state.

HR Director Debi Brazelton explained, relatively speaking we are doing well right now and the HR team is continuing to work hard to post positions and fill vacancies.

Board Chair Kevin Richards thanked Debi for the information and hard work; then he proceeded to the next agenda item.

- **MARIPOSA - DUAL LANGUAGE PROGRAM**

Superintendent Mathisen briefly explained that we just launched our second year of our Spanish, Mariposa Dual Language Program. He explained that we have reached the cap in two classrooms with 22 each for Mariposa this year. Attrition was not an issue with our kindergarteners – which means we had very minimal turnover.

Jacob Struck asked if we were able to reach the 50/50 (English/Spanish) split at Mariposa. Superintendent Mathisen explained that we did not, but they were in a close range. He also explained that we found two teachers, which has been an obstacle, being able to find fluent qualified instructors, we cannot overlook that achievement.

- **509J, POSITION 2 – APPOINTED BOARD MEMBER DISCUSSION / FINAL COMMENTS**

Board Chair Kevin Richards explained that the 509J board received eight applications for the vacant 509J, position 2 vacancy. He explained the process that the board followed, and he thanked Board Secretary Tessa Bailey for the work in communicating and arranging the interviews of all the applicants. He shared that the community was provided the opportunity to give input/feedback on each applicant during the interview process and the board has independently reviewed their notes from the interviews and comments submitted and one candidate did rise to the top of the list and that is Regina Mitchell. He summarized Regina Mitchell's qualifications – she is a retired educator with a dedicated career, she has served in underserved communities and has been dedicated to 509J by serving on the budget committee, which reflects her experience, financial literacy and interest in our district's fiscal responsibility. He opened up to further comment or discussion from the board.

Vice Chair Courtney Snead stated, she appreciated all of the applicants. It is a testament to our community that all eight applicants came in with a heart for serving kids; it wasn't about political or social things going on out in our world, but how we can best serve our community and kids. She is proud to be a member of the board and this community. Courtney shared that she had two candidates that were equal, but they can only select one

and said Regina Mitchell will be a fantastic board member. Courtney stated she will vote with the majority of the board but wants to note for the record that she had two to three candidates on her mind, explaining that former board member Jamie Hurd brought the “heart” to our board and had the passion and love – as she reviewed each candidate, she looked for those traits in all the candidates and was looking for one who is here for the right reasons.

Jacob Struck concurred with both Chair Kevin Richards and Vice Chair Snead, and said he was pleased to see the number of applicants, and the caliber of the candidates was incredible. He shared that he had top three candidates that he was deciding between, and thinks Regina Mitchell has the education, experience and is involved in our district – he is excited for her to bring that experience to our board. He also noted that Regina also brings a perspective and respected qualifications from a different state.

Board Chair Kevin Richards asked the board if there was any more comments or discussion, there was none.

Board Chair Kevin Richards stated the board will have an opportunity later in the meeting to take action, and he proceeded to the next agenda item.

- **2023 OSBA ELECTIONS FOR OSBA BOARD OFFICER & LEGISLATIVE POLICY COMMITTEE DISCUSSION**

- ✓ *August 21 - Opening nomination period*
- ✓ *September 22-24 - Officer election for OSBA Board*
- ✓ *September 29 - Deadline to submit nominations and resolutions to OSBA*

Board Chair Kevin Richards explained the two positions open for our region 1) OSBA Board Officer and 2) Legislative Policy Committee. He congratulated Laurie Danzuka for recently being appointed to the OSBA Board position and thanked Courtney Snead for her willingness to serve on the Legislative Policy Committee again.

Discussion took place about the positions. Laurie Danzuka stated interest in continuing the role she was appointed to and will submit her application. Courtney Snead will apply for the Legislative Policy Committee again, if there are others in our region who express interest and apply, she may step down. Vice Chair Snead shared that she did ask how it would look if both positions are from JCSD 509J and was told they are glad to have Jefferson County involved.

Board Chair Kevin Richards stated the board will have an opportunity later in the meeting to nominate for both positions, and he 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.*

[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.]

Demus Martinez – [summarized] He shared concern about an incident at WS that involved police. He would like to see better communication for the community, the school and individuals. He would like to see additional help for the leaders and teachers. He would like to know what they can do to involve more parents. He has a lot of respect for the SRO, but sees there is so much need and not enough resources. He would like to see people work together to support each other and improve on these issues.

Charlene Dimmick – [summarized] She signed up to speak about a few things – 1) She wants to congratulate Mariah for a successful last year. She has worked very well with the native population. 2) She is disappointed with the selection of the new board member, based on education vs. work in the native community; it is very sad and frustrating that they were not willing to bring someone on board to represent the Warm Springs community.

Lorien Scott - [summarized] She is disappointed with the selection of the new board member. She recently attended a board training that focused on diversity and inclusion and there was a request for everyone in the room to stand up and go to a group that ‘looks like them’ those from the WSK8 community that showed up recognized that there is only one person on the board like that (Laurie Danzuka) and they feel that she should not be alone. Lorien shared that she is frustrated that the WS community is not being heard, they have expressed this over-and-over and they will not give up. She shared some personal examples of WS students in the schools and said other parents are watching too, and we need to be better.

Rosetta Herkshan –[summarized] She introduced herself and shared her frustration that our district has the opportunity to show true diversity, equity, inclusion – stating, these are words you use quite commonly here kind of like a badge or title as a ‘statement of the moment’ this was your opportunity to show it. She would like to see the board represent the student body. She said, next time you are given the opportunity - step outside the box, think through a different lens and listen to our children, the parents and grandparents, they will continue to voice their concerns. Take these opportunities to prove your equity and inclusion. Ending by stating that she really does appreciate each of you [to the board], thank you.

Chair Kevin Richards thanked each of them for their comments, sharing their concerns, coming here, and staying late. He said this is one of the most difficult decisions he has had to make being on the

board. He spent a lot of time, as did other board members advocating for all the candidates who applied for the board position. He underscored that it is unusual that a board would appoint for a position to finish the term of an elected position, and reminded them - this board position is to finish the two-year term and then the voters can decide.

Chair Kevin Richards proceeded to the action items on the agenda; he asked if there is discussion or any questions, if not, he called for a motion.

ACTION ITEMS

1. CONSENT AGENDA

- 1.1. Approval of Regular Session Board Meeting Minutes of **August 14, 2023**
- 1.2. Personnel Action
- 1.3. Resolution #24-06, Misc. Grants & Donations (\$15,000)
- 1.4. Food Service RFP
- 1.5. Ratify Contract for Metolius
- 1.6. Financial Report

Courtney Snead stated for the record that the financial report graphics are fantastic, she thanked CFO Holmstrom and said she hopes to continue to see them in the financial reports in the future.

Jacob Struck motioned to approve the consent agenda as presented, the motion passed unanimously – **Approved 4/0.**

2. 2023-2024 WARM SPRINGS SRO CONTRACT (Updated)

Superintendent Jay Mathisen explained that the formerly approved document (approved last month) had a place holder dollar amount for compensation that he thought would be similar, the board approved the document based on that information. The amount came back substantially higher, and when he heard the rationale, he is in support of it. They feel, if they are able to increase the amount significantly, they will be able to retain the officers. Superintendent Mathisen said he wants to be transparent and feels it is important to come before the board again for approval of this updated compensation amount.

Vice Chair Courtney questioned where will the additional money come from in our budget, and Superintendent Mathisen stated it will likely come out of our general fund, and he explained potential area the funds may be available.

Jacob Struck asked if the services are going to change with this increase. Superintendent Mathisen explained that the services are largely unchanged.

Jacob Struck asked how this compares to our other SRO contracts. Superintendent Mathisen explained that the other officers are provided by the Jefferson County Sheriff's Office and this brings the Warm Springs compensation much closer and that was the goal.

Vice Chair Courtney Snead commented that she feels better about it, knowing that it is comparable but gets concerned when we may be taking funds from an unappropriated

ending fund balance for an ongoing expense. Superintendent Mathisen respectfully acknowledged her comment and said he appreciates the scrutiny; he recognizes the challenge for us, and the goal is to account for this going forward.

Laurie Danzuka noted that the contract states they will be provided a work space and asked if that has been addressed considering the challenge of space at Warm Springs. Superintendent Mathisen said they are aware of the ongoing challenge and will be working it out with the WSK8 Principal as the new classrooms become available. Superintendent Mathisen shared that he and Simon will be meeting with the Chief of Police (at her request) sometime next week.

Board Chair Kevin Richards thanked them for the questions and answers on this topic and called for a motion.

Jacob Struck motioned to approve the 2023-2024 Warm Springs SRO Contract as presented with the compensation update; motion passed unanimously – **Approved 4/0.**

3. APPOINT NEW JCSD 509J, POSITION 2, BOARD OF DIRECTOR

Board Chair Kevin Richards said this is an opportunity for further comment or move forward with an appointment for the 509J Board Member, Position 2 vacancy.

Jacob Struck motioned to appoint Regina Mitchell as the JCSD 509J, position 2, board member; motion passed unanimously - **Approved 4/0.**

Board Chair Kevin Richards stated, with that vote we have appointed Regina Mitchell as the new board member and we would like to request that Regina attend the next board meeting to take the oath of office.

4. JCSD 509J BUDGET COMMITTEE VACANCIES

Board Chair Richards explained that there are currently three vacancies on the 509J budget committee. Stating a suggestion to have a board member reach out to the board, position 2 applicants and confirm if they are still interested in the budget committee and report back.

Vice Chair Courtney Snead requested clarification – report back on the people who are willing to serve, or report back with a recommendation. Chair Richards said that is the will of the board, but for the sake of efficiency he would say, if willing, to report back with a recommendation.

Vice Chair Courtney Snead and Jacob Struck both expressed willingness to follow-up with the candidates and report back in October.

Chair Richards stated we have two volunteers, and called for a motion to delegate that task.

Laurie Danzuka made the motion to delegate Courtney Snead and Jacob Struck to follow up on with the recent board position applicants about the budget committee vacancies and report back in October's meeting. Motion passed unanimously - **Approved 4/0.**

5. **NOMINATION FOR OSBA CENTRAL REGION BOARD OF DIRECTORS**

Chair Richards explained the nomination process for the OSBA Central Region Board of Directors and called for a motion.

Courtney Snead made a motion to nominate Laurie Danzuka for the OSBA Central Region Board of Directors position; motion passed unanimously - **Approved 4/0**.

6. **NOMINATION FOR CENTRAL REGION OSBA LEGISLATIVE POLICY COMMITTEE MEMBER**

Chair Richards explained the nomination process for the OSBA Central Region Legislative Policy Committee and called for a motion.

Jacob Struck motioned to nominate Courtney Snead for the Central Region OSBA Legislative Policy Committee; motion passed unanimously – **Approved 4/0**.

7. **IMMEDIATE UPDATE OF POLICY BDD, BOARD MEETING PROCEDURES** *[to align with our current process - Robert's Rules of Order Newly Revised 12th Edition Procedure in Small Boards]*

Chair Kevin Richards explained the need to update the policy BDD, Board Meeting Procedures to align with current practice.

Jacob Struck motioned to immediately update the board policy BDD, Board Meeting Procedures to align with current practice; motion passed unanimously – **Approved 4/0**.

BOARD & SUPERINTENDENT HIGHLIGHTS

- Applaud the policy on no cell phones in school – it will be better for our kids.
- The WSK8 Back to School BBQ, there was rain, power outages but turned out great.
- Start of school has been great.
- Nice to see all the progress on the bond projects.
- Excited to have Regina Mitchell joining us on the Board, learning from her and gaining from her experience.
- The MHS football game was awesome.
- Met with City today, we are engaged in a competitive process to lease 35 acres of agricultural land – we would like to have that as a 35-acre classroom. It will be on the agenda tomorrow evening at City Council. It would be an awesome opportunity. We'll see how it goes.
- Fantastic launch to 2023-2024 school year.
- Proud of the facilities, leverage of seven different resource funds, staff morale, caliber and expertise of staff and the heart of the staff. Quality of curriculum, and the heart of the people in the community.
- Proud to see the community engaged.

REMINDERS MARK YOUR CALENDAR

- 2023 OSBA Elections (Nominations are open!):
 - **September 29** – *Deadline to submit nominations and resolutions to OSBA*

- *October 13 – OSBA to distribute ballots, resolutions submissions*
- *November 1 – Opening of member board voting on regional candidates*
- *November 15 – Opening of voting period for OSBA Board Legislative Policy Committee, resolutions*
- *December 15 – Close of voting*
- *January 1 – Newly elected officers, regional board and LPC members take office*
- Next Board Leadership (9am) – **Tuesday, October 3, 2023** (Kevin & new member)
- Work Session (5:30pm) & Regular Session (7:00pm), Location: SSB – **Monday, October 9, 2023**
- 54TH Annual NIEA Convention & Trade Show – **October 18-21, 2023**, Albuquerque, NM
- Family Engagement (Impact Aid process) - Warm Springs K8, **Thursday, October 26, 2023**
- OSBA Annual Convention **November 9 - preconference / November 10-11, 2023 - Conference**

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 Richards adjourned the meeting at 7:25pm.

**Draft to Board for approval at next meeting,
Monday, October 9, 2023**

Tessa Bailey, Executive Assistant

Board Chair Kevin Richards

Superintendent Jay Mathisen

Date

Date