



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

Monday, April 14, 2025

2024-2025 BOARD MEETING MINUTES

MEETING LOCATION:

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

Jefferson County School District 509J (Board Conference Room)

445 SE Buff Street, Madras, OR 97741



ACCESS ZOOM MEETING HERE

Phone+1 253 215 8782 US (Tacoma)

Meeting ID: 845 6493 1373 Passcode: 954820

2024-2025 Board of Directors:

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

REGULAR SESSION @6:30PM

or Immediately following Work Session

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

ABSENT: None

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE / BOARD MEMBER ROLL CALL

Board Chair Courtney Snead called the regular session meeting to order at 6:36pm following the Budget 101 work session and a brief break, followed by the Pledge of Allegiance. Board secretary noted board member attendance for the record.

Board Chair Courtney Snead asked for any updates or changes to the agenda and called for a motion.

Superintendent Jay Mathisen informed the board of directors that there is a strike through on the draft meeting minutes (March 10, 2025) in the consent agenda because they are not available at this time, they will be made available for approval at the next meeting.

Board Chair Courtney Snead thanked him for the update and called for a motion to adopt the agenda.

2. AGENDA ADOPTION

Vice-Chair Jacob Struck moved to adopt the agenda as presented; motion passed unanimously - **APPROVED 5/0.**

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

3.1 Student Representative Report - Yashira Chavero, MHS

MHS Student Representative Yashira Chavero shared a presentation on current sports activities - track & field, boys tennis, girls tennis, baseball, softball. She shared about the community theater 'The Masked Musketeer' that took place on March 20, 21 and 22 at the Madras Performing Art Center. She explained that MHS Leadership is recruiting for 2025-2026 and the deadline is April 24, 2025. She concluded the presentation with a save the date about the 2025 Prom to take place on May 3, 2025 – the theme is Tangled, Now I see the Light.

Superintendent Jay Mathisen asked Yashira to share about what she is thinking about in the months to come. She shared that she is interested in going to the University of Oregon to study education.

3.2 Madras High School "Music in May" Request

Superintendent Jay Mathisen introduced JCSD 509J music teacher at MHS, Adam Thompson and asked if he would please share what he is hoping to do; and also invited Edward Robinson to join him.

MHS music teacher, Adam Thompson explained an event called 'Music in May' that Edward Robinson was nominated and accepted for. The event will take place at Pacific University, students will stay in the dorms; this will give Edward a wonderful opportunity to learn from a world-renowned middle and high school composer and conductor, Brian Bailey.

Adam asked Eddie Robinson what he plans to pursue after high school, Eddie explained that he plans to pursue a career in music, hoping to some day be a middle or high school music director. Eddie has a passion for music and plays the euphonium instrument.

MHS music teacher, Adam Thompson further explained that the 'Music In May' is known across the entire Pacific Northwest for being one of the top programs, and kids walk away with experiences that they would have never otherwise have. He explained the cost of the program and also shared that the students will perform a concert on the third day of the event with seating available for \$10-adults and \$8-seniors, so it is a big deal.

Laurie Danzuka asked Adam Thompson to explain the nomination process. Adam explained that he nominated Eddie, they reached out to him based on his achievements, he will perform a solo ensemble at district and state level. He reiterated, to be accepted to 'Music in May' is a really big deal.

[*Exception made for an ACTION ITEM]

Board Chair Courtney Snead explained that it is not typical for the board to make a motion at this time, but she will make an exception with a request before the board on the table for the cost of \$335 (and \$45 for lessons) to support this student for the "Music in May" program; she asked board members who may feel so inclined to entertain a motion.

*Regina Mitchell made a motion that the board grant the request for this student to attend 'Music in May' and take lessons that are provided as part of the experience. The board of directors voted in full support; motion passed unanimously – **APPROVED 5/0.**

The board made a request that Mr. Thompson come back to a future board meeting to share the experience, and please bring his instrument.

3.3 Enrollment Update

Superintendent Jay Mathisen directed board members to page 17 of the board packet and explained the enrollment update. He explained that they heard earlier in the workshop conversation about flat enrollment as per budget projections year over year, and they will see that on April 1 a year ago, and April 1 just this year, we are up three students, and so at this point in time, we are running ahead of our budget enrollment projection like we have throughout the year, and that's a good thing, but largely flat, which matches what they heard earlier.

3.4 ODE's 2025-27 Integrated Program Application

Assistant Superintendent Shay Mikalson directed board member to pages 29-47 in the board packet, sharing that there is a lot of information in the packet but he will try and summarize it for them with the slide presentation provided on the screen.

Assistant Superintendent Shay Mikalson explained, on the slide presentation they can see a lot of programs listed from our continuous improvement plan to work around the state, around attendance and everyday matters. He won't go through that whole list, because on pages three, four and five is a summary that they can refer to as desired. But what he did want to share with them are four that have revenue or resources that come with them. The rest of the obligations get fulfilled by the application that is on an action item for approval tonight, but they don't bring resources to bear.

He shared:

1. High school success fund - gives us slightly over \$800,000 a year.
2. Student investment account - approximately \$3 million, or slightly over \$3 million
3. Early literacy - about \$240,000, and
4. Early integrated system (intervention) - is small but it's about \$8,000 to the district.

He further explained that a year's worth of work that has gone behind this and part of this application that occurs every two years is a requirement of us to listen to our community. It also requires us to then take that community input and really look through an equity lens in line with where our needs are in terms of our achievement of our students, and ultimately produce a plan that provides outcomes strategies and a budget to align to those resources.

Assistant Superintendent Mikalson explained that the full application is on pages 29 through 47 and the electronic version that was provided has links if they want to go back in and look at any of the community engagement, or specific outcomes, but he wants to highlight, a quick overview of the budget that they can link in that document as well. But this budget

continues to invest. To invest in the same priorities so, these resources now come through a combination where they once came with the student investment account alone. High School Success is linked to this in early literacy, it continues to invest in our certified school counselors, our district wide behavior specialists, our school instructional coaches and intervention elementary music, and music spoken to tonight, our health room assistants and our family access network that really summarizes our student investment account.

He shared, he'd like to say that he wishes the numbers of FTE in each of those are what they were four years ago, but they aren't. So, they will see in this plan that those amounts of school counselors we can support have gone down. But what our intensive coaching grant is really filling in the gap with that. So, it continues to invest in the same number of staff members overall in our district, in these areas. But this grant, as you can imagine, as cost has continued to rise, is not able to fulfill what it once was.

In addition to that, high school success continues to fund additional career and technical education teachers, our graduation coach, just some of our liaisons, our future Center, our extended learning coordinator, and then a combination of resources comes to bear to support our students with dual credit, which is unique to our district, paying for those costs and professional learning across the district.

Assistant Superintendent Mikalson said he wants to explain where we are in the process. We're in the process that we'd be asking for board approval tonight that allows us to apply by the April 30 deadline, to the state of Oregon. But ultimately, this will come back to them one more time, probably in the late summer, early fall, when we're looking at our progress to date. The state measures us in a lot of different ways, connected to all these programs.

One he really wants to detail, because it comes back to them are the longitudinal performance growth targets. Those are those metrics they've heard him mention - four year on time, graduation rates, our five-year Completer rate, our ninth grade on track, our regular attendance rate, and third grade reading. He said, they might be hearing the news some work around accountability in the state of Oregon, and while nothing is finalized, most likely eighth grade math will be linked to this in the years ahead, as well as a key to kind of attendance. So really looking at our earliest learners and their attendance in school, but right now, it's those five, and what he wants them to know is, as our application goes through the process of review, reviewing and we get approval, we then have a kind of co-creation conversation with the Department of Education on where we are on each of these, and what goals we want to set moving forward related to those for all of our students, and in particular, our disaggregated students, when we look at our focal group students. Tonight, the board will set that initial application phase, this application then actually goes through a deep review. Before any of these grants become finalized, we'll bring back to the board data around where we think the need will move in the next two years. Related to these, we'll ask for approval at that point, and then the funding would ultimately be released.

Assistant Superintendent Shay Mikalson credited Melinda Boyle's great leadership of years working through this process and Sue Taylor, who's not here tonight, but who carries, a lot

of weight with a balance of position from our district here and helping our district and others around this work from the Jefferson County ESD and this application process. He concluded, tonight, the board will see an action item where we hope that they approve this application for us to begin that process to ultimately bring these resources for the next biennium.

He opened up for any questions from the board.

A board member asked about the longitudinal growth targets, we often are looking at point in time estimates or reports of various targets, how often or and doesn't the state track cohorts. I don't think I've ever seen data that actually looked at a cohort at third grade reading proficiency, and associated that with ninth grade on track. Does the state track that, does the state have the capacity to track that - I've not seen it done at the state level.

It was explained that our leadership team here, though, through those same data systems, we pull and look at quite a bit of that information ourselves here, so the information is there and available. But in terms of publicizing that, what they will see the next time we come is what they have seen; they do not track it over time or correlation between any of these performance targets and another performance target, they'll just show our growth over time. For all students, he wants them to know that we set goals on where we hope all of our students would reach.

We also are responsible to set stretch goals, or really optimistic goals of what could be our highest target, of moving the needle, and then specifically for each group. When we talk about our English language learners or special education students, students experiencing poverty, we set specific targets as well on each of those. But that correlation, I think, our Special Services Director will be speaking about, but it is not publicized or put together in a usable format.

So, for the program, the common elements of the common goals, is there any adjustments compared to the last two years that was felt, that was needed?

We tightened up the investments but what we want you to see, what it actually drives into those activities or investments are the same. We also report on this quarterly, and so all we've done is kind of tighten up what we've measured as our outcomes and strategies. They are things like you see here all the time - Students flourish here. We care for each other, getting better every day, and those metrics and other aspects underneath those so what we've tried to do is create this just that - be as aligned with the real-life work of our district, so you'd see some reorganization in those outcomes, but when it drives to where that's funded, where that spending or revenue goes is a continuation of the plan that's been in place.

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

3.5 Policy DDB—Impact Aid Policy Re-Order

Superintendent Jay Mathisen directed board members to pages 48 and 52 of the board packet, which reflect the two documents that are multiple pages that are titled Native American impact aid funds. He explained, this is our policy language and format. The policy reflected on page 48 version is the version that this board approved in January 2025, as we have done in prior years. That is after three of our annual Indian Education Advisory Committee meetings, reviews student data, reviews community input from largely our native community. We review our action plan that we put together, and then near the end of that process that we do every year, we have an opportunity to take input from the folks in Warm Springs and in that committee about the policy this year, like some of our prior years, we did not bring a change to you in the policy. The policy was reviewed by that team and said, we're okay. However, by law, we must approve that policy every year as an update.

Following that bit of work, we apply every year for Impact Aid, for the process that reviews our funds, that review (the people receiving our application), at the federal level, this year, the person who was reviewing our application contacted us and said that our policy is out of compliance. So, we set up a meeting with that person, and Laurie Danzuka sat in on that meeting, which I believe was very helpful, and Brad and I met with that person by the time that meeting started, the person from the federal review said, actually, your policy is in compliance - you have all of the right content. However, within the last two years, the policy is now to be structured on a six-point outline. Your policy is the older format on a seven-point outline. That version we are sharing with you on page 48 (that you approved is on a seven-point outline) and they cut and pasted and organized a different version, beginning on page 52 is the format that we are to be using now, going forward, at least at this point.

The person reviewing our application, directed us that we need to bring this reformatted version to you in the next board meeting for your approval. So that's why this policy is coming back to you four months after you have approved it. Superintendent Mathisen explained that he wants to continue with a little bit more information here - after the board approved this in January, we finished up our annual consultation process with a formal review that includes this policy and last chance for input and feedback with folks from the tribes that was done in our Indian Ed Advisory Committee, and folks sign off and say this was done this year. This larger consultation including the parts that connect the impact aid, I want to be really clear - we've changed the format in this policy with folks from the tribes. Laurie Danzuka, Tony Summers, Melinda Boyle, Lonnie Henderson, and Superintendent Mathisen will be in a tribal council meeting on April 22 (next Tuesday), and he will be mentioning to them that there's a new format (though the contents are the same) that we have approved, and this is the version we'll be bringing to folks next year when we begin this process again in September. He wants to make sure to note for the record, to that group, that this has happened, He does not want this to be something that we are aware of, but our partners with the tribes are not. He concluded that if all goes as planned, hopefully next week they will meet. He informed the board that later in our meeting, there is an action item for them to approve this policy, reorder/restructure, work and otherwise, really

no substantive change. He also thanked CFO Brad Henry for a lot of the work with the communication with the advisory person at the federal office.

Board Chair Courtney Snead asked if there is a benefit or a disadvantage to waiting to take action until after there is a conversation with tribal council, and have we done any work to reach out to members of that committee just to let them know that this is happening? Explaining that she wants to make sure we are being as transparent as possible with our tribal partners.

Superintendent Mathisen explained that there has not been a meeting where they have shared about this policy restructure, yet. We can do that definitely. Some of them will be in attendance and in tribal council, and we can communicate to others. For instance, two folks from tribal council are appointed to the Indian Ed Advisory Committee. Val Switzler, who heads up culture and heritage with the tribes, leads in education, will likely be in attendance at the meeting. Gloria will likely be in attendance. So, the preponderance of folks who have been on that will be there. He also shared that Melinda Boyle and himself serve on that as well.

Superintendent Mathisen explained, the reason we're bringing it to you tonight, and that meeting is happening seven days later, is we're trying to follow the direction given by the federal government level at this point. We don't want to do anything to cause them to take a second look at this point in time - so we are following it.

Board Chair Snead explained this is big consultation. We do not want to come back and ask the board to change something when we have not talked to the tribe about it because that puts us in a bad position. There is leadership and board understanding, and clarified/confirmed that it still needs to be done.

A deadline (for federal submission) for this process was noted and board discussion took place about their concerns about the perceptions following this request.

Superintendent Jay Mathisen assured the board, if they get a sense that more communication is needed (after the April 22 meeting), for Tribal Council, with our team, we will circle up and do that for sure. They will find a way to do that, but he thinks everybody will be pretty understanding with what is happening. They will all be in the room. He further explained, it does not impact our application that was submitted this year. It does not change anything of what we are doing. It does not require us to do less. It just requires us to change what it looks like.

Board still expressed concern about the perception. Superintendent Mathisen explained, he is concerned about the perception too, but clarified, we are not in a good position to argue, because we need the impact aid money. The board understands the position.

With no further questions or discussion, the board chair proceeded to the next agenda item.

3.6 Policy JECA—Admission of Resident Students

Superintendent Jay Mathisen directed board members to turn to page 57 of their board packet, and introduced Student Services Director Kevin Gehrig to help explain this policy update request.

The board was informed that this policy update is around our admission of resident students in the Jefferson County School District. We recently had an audit around foster care they noticed, or they made us aware that we needed to add a statement, if you look at number six (which is highlighted), that paragraph is added. It really is just around foster care that we actually looked at us adding another policy but instead of that, we worked with them to just add that paragraph to this current policy. Again, it really is just about our foster care students, and when they are placed in our district they are still residents of their district of origin. So, for example, if they are a Bend LaPine school district student, but they move into our district, they would still attend that district, and they would transport them there, unless the courts determined differently and the same the other way around. If somebody in our district is placed in another district, we would transport them back to here, which we have. It occurs, not often, but it occurs. Recently we had someone come up that we did that, so it's pretty common. So, the update is just adding number six. The rest of the policy is exactly the same. And we then took that to that the group that audited us and they approved it already, as long as it's approved by the board.

3.7 2025-2026 Board Calendar

Superintendent Jay Mathisen explained that this topic is to get an idea of how the board would like to proceed for next year's (2025-2026) board meetings. He included a copy of the existing board calendar on page 59 of the board packet, for board discussion as they consider the meeting format and times.

Board discussion took place. The board would like to stay with the 5:30pm work session and 6:30pm regular meeting start times on the second Monday of each month and noted that the new times need to be reflected on the calendar and the website so people are clear on the start times. The board likes to continue with two meetings at Warm Springs K-8 and one at Metolius Elementary. An August board retreat can be considered. Board Chair Courtney Snead requested that we put the NIEA and OSBA conference dates on this calendar, and we should keep graduation on the calendar as well.

Superintendent Jay Mathisen said we will bring a draft 2025-2026 board meeting calendar to the next meeting based on the discussion that took place this evening.

3.8 WSK8 HVAC Update

Superintendent Jay Mathisen introduced Operations Director Simon White to discuss the Warm Springs K-8 HVAC update.

Simon White provided the board with the CMGC contract that was just received two hours prior to the meeting, letting them know he will provide copies. He explained that they have had meetings on a weekly basis and the design team worked the entire day at Warm

Springs K-8 last Friday. They will have information to bring to the board, to include some costs for the projects as they move forward.

Vice-Chair Jacob Struck asked if there is anything about liquidation damages, if they do not finish on time or cannot complete the project. Simon White confirmed, yes, that was part of the RFP (request for proposal).

Superintendent Mathisen clarified again that the reason the contract was not available in the packet is because they just received it two hours prior.

Simon White concluded sharing that estimates are being evaluated for the scope of work and will bring information to the board as it is available.

Regina Mitchell asked for clarification about the summer they are referring to for this work. Simon White clarified, the summer of 2026. He briefly described some of the work that will need to be done and how critical it will be to work during the summer when students are out.

Simon White also explained that there are a lot of unknowns in regards to government contracts at this time; ODE is advocating on our behalf, but we cannot commit to some things without having answers about those grants.

3.9 Superintendent Contract Discussion

[*] Board Chair Courtney Snead said that she and Superintendent Jay Mathisen have had contract review conversations and in years past the board chair and vice-chair worked together to prepare the final documents; she asked if there are any other board members interested or if they would like to continue the process as handled in previous years. Board discussion concurred to continue with the process of chair and vice-chair working together to finalize the draft for board approval.

4. 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 not comments submitted at this meeting or online.

5. ACTION ITEMS

5.1 CONSENT AGENDA

- 5.1.1 ~~Approval of Board Minutes of March 10, 2025~~ (not available)
- 5.1.2 Personnel Action
- 5.1.3 Resolution # 25-12, Misc. Grants & Donations (\$203,057)
- 5.1.4 Financial Report
- 5.1.5 Resolution 25-11—Resolution to Declare Surplus Property and Sell Property

Board Chair reminded the board that item 5.1.1 has been omitted and called for a motion on the consent agenda.

Laurie Danzuka made a motion to approve the consent agenda as presented; motion passed unanimously – **APPROVED 5/0.**

5.2 ODE’S 2025-2027 INTEGRATED PROGRAMS APPLICATION

Kevin Richards made a motion to approve ODE’s 2025-2027 Integrated Programs Application as presented; motion passed unanimously – **APPROVED 5/0.**

5.3 POLICY DDB—IMPACT AID POLICY RE-ORDER

Jacob Struck made a motion to adopt the updates for policy DDB, Impact Aid as presented; motion passed unanimously – **APPROVED 5/0.**

5.4 POLICY JECA—ADMISSION OF RESIDENT STUDENTS

Regina Mitchell made a motion to adopt the updates for policy JECA, Admission of Resident Students as presented; motion passed unanimously – **APPROVED 5/0.**

6. BOARD & SUPERINTENDENT HIGHLIGHTS

[*] Kevin Richards noted that the agenda item 3.9 Superintendent Contract Discussion was inadvertently skipped. Board Chair apologized and confirmed they will complete the highlights and return to that topic.

- Recently attended something for retirements and it is nice to have the time and conversations with people who have impacted our district for generations.
- Nice to see our district recognized bus driver appreciation. We entrust our children in their hands and they deserve the recognition.
- Career Day at the middle school was great.
- As a parent, taking vacation and having a child out sick, it is recognized that the staff pick up for those absences to prepare the students and it is greatly appreciated.
- Appreciate the flexibility of the board to allow the superintendent to be away with other educators for some time, and how the leaders don’t miss a step in filling in – grateful for the team.

- Nice to meet the students in the music request this evening – another example of students flourishing in our district.
- Very encouraging to see students in our district wanting to further their education to become teachers; a powerful testament to the work being done by our educators.

[see item 3.9, Superintendent Contract Discussion above]*

7. REMINDERS MARK YOUR CALENDAR

- School Bus Driver Appreciation – **April 22, 2025**
- Administrative Professionals Day – **April 23, 2025**
- JCSD 509J Board Leadership – **May 6, 2025, 9am** (Courtney & Laurie)
- Next JCSD 509J 1st Budget Committee Meeting – **Monday, May 12, 2025 @5:30pm**, JCSD 509J Board Room

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/>

8. MEETING CLOSURE/ADJOURNED

With no further business the board chair adjourned the meeting at 7:31pm.

**Draft to Board for approval at next meeting,
Monday, May 12, 2025**

Tessa Bailey, Executive Assistant

Board Chair Courtney Snead

Superintendent Jay Mathisen

Date

Date