



Jefferson County  
School District 509J  
UNITE. ENGAGE. SOAR.

**Jefferson County School District 509-J**

**Monday, May 12, 2025**

## **2024-2025 BOARD MEETING**



### **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: 253 215 8782 US (Tacoma)

Meeting ID: 820 0316 1322 Passcode: 078242

### **2024-2025 Board of Directors:**

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

## **REGULAR SESSION MEETING MINUTES**

*Immediately following the 1<sup>st</sup> Budget Committee Meeting or 6:30pm*

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

**ABSENT:** None

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

After a brief recess following the JCSD 509J Budget Committee Meeting, Board Chair Courtney Snead called the regular session meeting to order at 6:45PM, followed by the Pledge of Allegiance. Board Secretary noted board member attendance for the record.

Board Chair Courtney Snead asked if there are updates or changes to the agenda, none were noted; she called for a motion to adopt the agenda.

### **2. AGENDA ADOPTION**

Laurie Danzuka moved to adopt the agenda as presented; motion passed unanimously – **APPROVED 5/0.**

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

#### **3.1 Teacher Appreciation Week (May 6-9, 2025) Proclamation**

Courtney Snead read the Teacher Appreciation Week (May 6-9, 2025) Proclamation provided on page 3 of the board packet.

#### **3.2 Student Representative Report - Yashira Chavero, MHS**

Student Representative Yashira Chavero presented on MHS sports, to include: softball, girls tennis, boys track & field, baseball, boy's tennis and girls track & field. She shared there will be

a car wash fundraiser at Les Schwab this Saturday from 10am-2pm. She said the Key Club helped 5<sup>th</sup> graders from Metolius elementary with fun crafts while they planted trees at Willowbrook Park. National Honor Society are having fundraisers during lunch to help with costs of their induction ceremony. The induction ceremony will take place on May 20<sup>th</sup> and they will have 32 new members inducted. She concluded with a list of dress for Academic Week and informing the board that the MHS Theater has a performance “The importance of Being Earnest” on May 16-18, 2025 at the PAC.

Superintendent Mathisen shared that this is Yashira’s last year, she will be graduating next month – he thanked her for all the work as student rep this year. The Board of Directors also thanked Yashira for all her work and wonderful presentations.

### **3.3 Staff Housing Presentation by Rooted Homes**

Superintendent Jay Mathisen introduced Karl Dinkelspiel and Tess Spellacy from Rooted Homes to share their presentation with the board.

Karl Dinkelspiel and Tess Spellacy from Rooted homes shared a presentation including the following:

- Who is Rooted Homes
- Example of a similar project
- The 509J employee interest survey
- Employer sponsored housing
- Potential qualifying homebuyers
- Proposed site plan
- Possible next steps / memo of understanding
- Shared costs / financing / budget / proposal
- Opened up for questions
- Shared contact information

Board discussion took place about the Rooted Homes presentation. 509J Board members asked questions about the employee interest; the source of the federal subsidy; development costs; qualifications and potential concerns; potential ongoing restrictions; and what happens if Rooted Homes goes away.

Superintendent Mathisen informed the board, if they have additional questions they can let him know and they will be addressed before any final information is brought before the board.

### **3.4 Enrollment Update**

Superintendent Jay Mathisen directed board members to page 10 of the board packet and shared the enrollment update, he highlighted the enrollment on 5/1/2025 compared to enrollment on 5/1/2024 stating that we are remaining relatively flat.

### **3.5 WSK8 HVAC Update**

Operations Director Simon White shared that a cost estimate was received just a few hours ago based on the design document they received on May 2, 2025. They will meet on Thursday as a

design team and get an idea of what the project will cost. Simon also said they are working on an approach that will have some alternatives.

### **3.6 Summer Learning Update**

Dual Language and Extended Learning Coordinator Laura Contras-Weiss introduced a guest presenter (Kayla Kneeland) and shared about the summer school program to take place July 28 – August 15, 2025 (including: MHS summer credit recovery program; 9<sup>th</sup> Grade Strong Start and Summer Acceleration).

A board member said they appreciate the information and asked about what is being done differently this year. Laura Contras-Weiss explained they are advertising on the district website, sharing with the individual schools, sharing the QR codes and being much more intentional about how they are doing the outreach in multiple ways.

### **3.7 Curriculum Adoption, Informational**

Curriculum Director Billie White explained briefly about the middle school science curriculum and the health curriculum that will be coming before the board for adoption next month. She explained that the teams came together and discussed the materials; the curriculum materials were displayed at the individual schools and the district office for public review and the final information will be provided to the curriculum counsel and come before the board for adoption.

### **3.8 Promise Scholarship Update – Action Item**

Superintendent Jay Mathisen explained that the action item for this evening is to have two board members volunteer to review the applications and determine the recipients by the May 16, 2025 deadline.

Board Chair Courtney Snead clarified her understanding is that the two board members will review the applications submitted and determine the recipients of the combined total of \$3,500 to be awarded as the 509J Promise Scholarships.

Superintendent Jay Mathisen confirmed, that is correct.

### **3.9 Proposed 2025-2026 JCSD 509J Board Meeting Calendar – Action Item**

Superintendent Jay Mathisen explained the proposed 2025-2026 board calendar; it is similar to that of previous years however, we are asking for direction about the board retreat to take place in August – date, location and time.

Board members prefer to not have to travel to the board retreat and to keep it to the same four hours or less time, as it has been in previous years.

Superintendent Jay Mathisen said we will take their requests and update the proposed calendar with their input and bring the final to them, but this is the proposed 2025-2026 board calendar with minor updates to be determined for action this evening.

#### 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.

#### The following people signed up to speak:

Two JCSD 509J students (Chira & Manny) signed up to speak on the topic: “Thespians”. They shared with the board that they are requesting board help for the opportunity to attend the Thespian acting competition. They are the first who have qualified from Madras High School for the competition. They explained the costs involved (\$1,050 not including air travel of \$1,080) and they shared about the various fund-raising that is taking place. They are asking the board for help with funding.

Regina Mitchell asked for specifics on what the students are asking for and the deadline date.

The students clarified that they are requesting for, any matching funds from the board along with their high school and fundraisers for them to attend the competition - June 11<sup>th</sup> is the deadline.

Regina Mitchell asked if the amount they shared is individual or combined. The students replied that the amount is for each one, individually.

Board Chair Courtney Snead looked to her fellow board members regarding this out of the ordinary request and ask for conversation or a motion for direction on how they would like to proceed.

Superintendent Jay Mathisen said he is willing to work with the CFO and school administrator to see what can be done to help these students with that cause.

#### **[Exception made for an ACTION ITEM]**

**\*Jacob Struck moved to have Superintendent Jay Mathisen see how to help the students in order for them to be able to attend this competition, motion was seconded by Regina Mitchell; motion passed unanimously – APPROVED 5/0.**

Kevin Richards acknowledged that this is the second board meeting in a row that students have presented a request before the board for support, he thinks it is great, but thinks it would be wise of the board to put some procedures or a policy into place on how to proceed with these kind of requests. Board members agreed.

Community member Becky Blaho signed up to share the topic: “Back the MACRD”. She shared that she is new to the Madras community and believes it is important to support the Madras Aquatic Center by voting yes / yes at the upcoming election. She shared why she believes it is important to support the MACD and keep it open to the community.

## **5. ACTION ITEMS**

### **5.1 CONSENT AGENDA**

- 5.1.1 Approval of Board Minutes of **March 10, 2025**
- 5.1.2 Approval of Board Minutes of **April 14, 2025**
- 5.1.3 Personnel Action
- 5.1.4 Resolution #25-13, Misc. Grants & Donations (\$49,000)
- 5.1.5 Financial Report

Board Chair Snead called for a motion on the consent agenda.

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

### **5.2 Promise Scholarship, Board Representatives (*Kevin & Jacob*) Selection Process and Amount**

Jacob Struck made a motion that the board approve the amount of \$3,500 and board members Jacob Struck and Kevin Richards review and award the recipients of this year’s (2024-2025) Promise Scholarship; motion passed unanimously – **APPROVED 5/0.**

### **5.3 Proposed 2025-2026 JCSD 509J Board Meeting Calendar**

Board Chair Snead called for a motion on the proposed 2025-2026 JCSD 509J Board meeting calendar.

Regina Mitchell made a motion to approve the Proposed 2025-2026 JCSD 509J Board Calendar as presented; motion passed unanimously – **APPROVED 5/0.**

### **5.4 Superintendent Contract [Jay Mathisen]**

Board Chair Courtney Snead stated she has three notes on the Superintendent Employment Contract (pages 40-45 of the board packet); 1) it is a new three-year contract; reminding the board that they just took action for him to retire and rehire him. 2) There is a cost savings from 3.5% to a 2.5% savings reflected in the tax-sheltered annuity section and 3) also minor adjustments to the vacation language, other than that there are no changes.

Board Chair Snead asked if there are questions or discuss on the contract and called for a motion. Board discussion took place.

Kevin Richards made a motion to approve the employment contract for Superintendent Jay Mathisen; motion passed unanimously – **APPROVED 5/0.**

## 6. BOARD & SUPERINTENDENT HIGHLIGHTS

- Grateful for the teachers – especially this time of year.
- Joined Madras Elementary around the track and added 22,000 steps.
- Appreciate the work that went into balancing the budget.
- One-on-one time with the principals – a lot of positives – very encouraging.
- Teacher appreciation week.
- Tribal Council meeting earlier today – meaningful conversations.
- Appreciate how the 509J board represents our community.
- Appreciate CFO Brad Henry’s work and leadership.

## 7. REMINDERS MARK YOUR CALENDAR

- ~~Next JCSD 509J 2<sup>nd</sup> Budget Committee Meeting (if needed only) – Monday, May 19, 2025~~
- JCSD 509J Board Leadership – **June 3, 2025, 9am** (Courtney & Regina)
- MHS Senior Awards Ceremony – **Thursday, June 5, 2025 @10am** (Promise Scholarship)
- BHS Graduation – **Friday, June 6, 2025 @5:30pm** (robing ceremony at 2pm)
- MHS Graduations – **Saturday, June 7, 2025 @10:30am**
- JCSD 509J Public Hearing 2025-2026 Budget – **Monday, June 9, 2025**
- Next JCSD 509J Board Meeting – **Monday, June 9, 2025**

**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, Board Chair Courtney Snead adjourned the meeting at 7:58pm.

Draft to Board for approval at next meeting,  
**Monday, June 9, 2025**

---

Tessa Bailey, Executive Assistant

---

Board Chair Courtney Snead

---

Superintendent Jay Mathisen

---

Date

---

Date