



# Central School District 13J

## April 7, 2025 Board Meeting

Published on April 5, 2025 at 8:50 AM PDT

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### Date and Time

Monday April 7, 2025 at 6:30 PM PDT

### Location

Henry Hill Educational Support Center  
750 S. Fifth St., Independence, OR 97361  
Hawk Hall

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:30 PM</b>
<b>A.</b> Record Attendance			1 m
<b>B.</b> Call the Meeting to Order			
<b>C.</b> Flag Salute			5 m
Board Chair Byron Shinkle will select a Board Member of Student Representative to lead the Pledge of Allegiance.			
<b>D.</b> Adoption of the Agenda	Approve Minutes		1 m

	Purpose	Presenter	Time
	Superintendent Jennifer Kubista will present the agenda and any changes that need to be made.		
<b>II.</b>	<b>Student Reports</b>		
	Staff and Students from Independence Elementary School will provide an update and report on the Two-Way Immersion Program.		
<b>III.</b>	<b>Community Partner Presentation</b>		<b>6:37 PM</b>
	Chemeketa Community College President Jessica Howard will present to the board.		
	<b>A.</b> Chemeketa Community College		5 m
<b>IV.</b>	<b>Communication From the Floor (Public Comment)</b>		
	<p>The Board of Directors welcomes public input. If you would like to address the board, please follow these steps: Please sign up for public comment by using this <a href="#">Google Form</a>. You may also fill out a form before the meeting in person. Speaker's comments are limited to three minutes. The board welcomes additional information in writing at <a href="mailto:info@central.k12.or.us">info@central.k12.or.us</a>. If you are in need of a translator, please email <a href="mailto:info@central.k12.or.us">info@central.k12.or.us</a>. Oregon law prohibits the board from discussing specific employees or their job performance. For more information and guidance about addressing the Board of Directors, please see <a href="#">Board Policy BDDH</a>. Subtitles for those who are hard of hearing or who speak a language other than English are available on the YouTube site.</p>		
<b>V.</b>	<b>Standing Reports and Programs</b>		<b>6:42 PM</b>
	<b>A.</b> English Language Proficiency Growth Data Report		5 m
	<b>B.</b> 2025-27 Integrated Plan		5 m
<b>VI.</b>	<b>Superintendent's Report</b>		<b>6:52 PM</b>
	Superintendent Kubista will provide the board with a monthly overview and other updates.		
	<b>A.</b> Policy Update - 1st Reading (Discussion)		5 m
	Attached are the OSBA Policy Updates that are being recommended by Superintendent Kubista. These policies will be brought back to the Board for adoption at the next meeting under the Consent Agenda. If you have any questions, comments		

	Purpose	Presenter	Time
or concerns regarding any of these policies, please contact Superintendent Kubista prior to the next meeting.			

Policy JEBA Early Entrance is up for board and community feedback for elimination. This would mean that the district would no longer allow early entry.

**VII. Board Report**

Upcoming Activities:  
 The next Board PLC is April 14 at 6 p.m. This will be an executive session for the purpose of evaluating the superintendent.  
 The CSD Budget Committee meets on April 28.  
 Next Board Meeting is May 5.

<b>VIII. Consent Agenda</b>	<b>6:57 PM</b>
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Items of a routine nature are placed on the Consent Agenda to be acted on with a single vote and to allow the Board to spend maximum time on less routine items and issues. Any Board member may request that an item be withdrawn from the Consent Agenda and be placed at the end of the Business Section of the Agenda.  
 Prior to voting on the consent agenda, any Board member may also request clarification about Consent Agenda items without moving them off the Business section of the agenda.

<b>A. Financial and Operations Reports</b>	<b>5 m</b>
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Attached is the Appropriations report as of 02/28/25. Due to continued prudence in spending, we are not looking at any changes to appropriations at this point. At the end of March, the Business Office starts reviewing all non-payroll encumbrances (purchase orders) to determine if they can be closed or modified to better project spending for the final fiscal quarter. This is also important as we start budgeting because it affects the balance carried forward to the new year.

<b>B. Approval of Minutes</b>	<b>5 m</b>
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<b>C. Personnel Recommendations</b>	<b>5 m</b>
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Executive Director of Human Resources Brian Flannery recommends that the Board of Directors approve the attached personnel recommendations to the Superintendent.

<b>IX. Business Agenda</b>	<b>7:12 PM</b>
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	Purpose	Presenter	Time
<b>A.</b>	<b>Budget Committee Appointments</b>		<b>5 m</b>

At the end of the last budget committee sessions in June 2024, the community portion of the CSD 13J Budget Committee had one vacancy (with expiring term), two members residing outside of the zone they were appointed to, two members whose term expired, and two members slated to return for another year of their term. The members residing outside of their zones were contacted and invited to reapply for the upcoming budget committee. In addition, an ad for the vacant positions was placed in the Polk County Itemizer-Observer and notice was posted on the Central School District's website on the Finance Page.

At this time, the zone standings and terms are:

Filled Seats:

- Zone 1: Shannon Ball (confirmed return - year 2 of 3)
- Zone 7: Peter Swan (confirmed return - year 2 of 3)

Vacant Seats:

- Zone 2 (3 yrs)
- Zone 3 (3 yrs)
- Zone 4 (1 yr)
- Zone 5 (1 yr)
- Zone 6 (3 yrs)

Applicants for this year (Application forms follow):

- Anne Devane - Zone 2
- Jake Bolotin - Zone 2
- Nicole Walker Sundby - Zone 3
- Royal Johnson - Zone 3
- Antonio Martinez - Zone 5

Having not received qualified applicants for zones 4 and 6, the board may choose to appoint a

community member to serve a zone outside their residence, or leave a vacancy.

Please note, in the event a community member is appointed to serve out of zone this budget year, their term will be one year.

**SUGGESTED ACTION (ZONE 2):** Appoint Anne Devane OR Appoint Jake Bolotinto the 2025-26

	Purpose	Presenter	Time
	budget committee, Zone 2. SUGGESTED MOTION: I move to appoint _____ to the 2025-26 budget committee, Zone 2.		
	2. SUGGESTED ACTION (ZONE 3): Appoint Nicole Walker Sundby OR Royal Johnson to the 2025-26 budget committee, Zone 3. SUGGESTED MOTION: I move to appoint _____ to the 2025-26 budget committee, Zone 3.		
	3. SUGGESTED ACTION (ZONE 4): Having not received any qualified applicant for zones 4, appoint another applicant to the 2025-26 budget committee as an out of zone representative or leave the position vacant. (this year's applicants include: Jake Bolotino, Anne Devane, Royal Joynson, Nicole Walker Sundby) SUGGESTED MOTION: I move to appoint _____ to the 2025-26 budget committee, Zone 4.		
	4. SUGGESTED ACTION (ZONE 5): Appoint Antonio Martinez to the 2025-26 budget committee, Zone 5. SUGGESTED MOTION: I move to appoint Antonio Martinez to the 2025-26 budget committee, Zone 5.		
	5. SUGGESTED ACTION (ZONE 6): Having not received any qualified applicant for zone 6, appoint another applicant to the 2025-26 budget committee as an out of zone representative or leave the position vacant. (this year's applicants include: Jake Bolotino, Anne Devane, Royal Joynson, Nicole Walker Sundby) SUGGESTED MOTION: I move to appoint _____ to the		

	Purpose	Presenter	Time
2025-26 budget committee, Zone 6			

<b>B.</b>	Proposed Supplemental Transportation Plan		5 m
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Under ORS 327.033 & 327.043 a district may request approval of a Supplemental Transportation Plan to account for transportation of students who reside within the statutorily established walk distances from schools when health or safety conditions would merit.

Approval of this plan by the Oregon Department of Education allows the district to claim mileage reimbursement if it provides transportation within the walk zones contained in the plan, for the reasons stated. The district cannot request waivers to the walk zones for any reason other than safety.

The Central School District 13J Transportation department has reviewed and updated the existing supplemental transportation plan (last approved in 1992) which identifies specific health and safety concerns that merit providing transportation to students within our schools who reside in the affected areas. If the Board adopts the plan, it will be submitted to ODE for approval.

The District Transportation Director reached out to ODE to inquire if the supplemental plan could address legislation passed in 2023 allowing districts to claim costs associated with alternative transportation (such as paying staff to organize walking school buses).

Unfortunately, alternative transportation applies only to areas identified in this Supplemental Plan, not to the entire walk zone, nor of the entire district.

SUGGESTED ACTION: Adopt the Revised Supplemental Transportation Plan as submitted.

SUGGESTED MOTION: I move to adopt the Revised Supplemental Transportation Plan as submitted.

<b>X.</b>	<b>Closing Items</b>		<b>7:22 PM</b>
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<b>A.</b>	Comments by Individual Board Members		5 m
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<b>B.</b>	Items for Action at Future Meetings		5 m
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April PLC: Superintendent Evaluation - Executive Session

May: Summer Programming Report.

	Purpose	Presenter	Time
	June: Data Report. PLC: End of Year Retreat - Begin to set the stage for 2025-26 School Year.		
	July: Swear in board members; Data Report.		
<b>C.</b>	Adjourn Meeting	Vote	