



# Central School District 13J

## Regular Board Meeting

Published on May 30, 2025 at 2:55 PM PDT

Amended on June 6, 2025 at 2:34 PM PDT

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### Date and Time

Monday June 9, 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

Presenter

Time

#### I. Executive Session - 5:30 p.m. Closed to the Public

Under the provisions of ORS 192.660, Open Meeting Law, the Board of Directors will enter executive session for the following purpose:

- To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or agent, unless he or she requests an open meeting. (ORS 192.660(2)(b))

Specific information discussed in executive session shall not be made public and shall remain undisclosed.

Presenter

Time

**II. Opening Items 6:30 PM**

- A.** Record Attendance 1 m
- B.** Call the Meeting to Order
- C.** Flag Salute 5 m
- D.** Adoption of the Agenda

**III. Recognitions 6:36 PM**

- A.** D.O.N.U.T.S. National Coding Champions
- B.** Service to the Board 5 m  
 Directors Peggy Clyne and Donn Wahl will be exiting the school board after more than a decade of service.  
 Thank you Directors Clyne and Wahl!

**IV. Academic Excellence 6:41 PM**

- A.** TAG Capstone Student Presentation - 8th Graders
- B.** CTE Criminal Justice Pathway Completers

**V. Public Comment**

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 [Google Form](#). 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 [info@central.k12.or.us](mailto:info@central.k12.or.us). If you are in need of a translator, please email [info@central.k12.or.us](mailto:info@central.k12.or.us). 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 Board Policy BDDH. Subtitles for those who are hard of hearing or who speak a language other than English are available on the YouTube site.

**VI. Standing Reports**

- A.** Data Report - Performance Metrics

Presenter

Time

**VII. Superintendent's Report****6:41 PM****A. Policy JEBA Early Entrance - 3rd Reading**

5 m

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.

As of May 20, we have 65 responses: 29-36 to keep the early entry option.

If the board would like to keep this policy, we will update the policy and administrative rule to reflect the community feedback.

**VIII. Board Report**

The Board has a Summer Board Retreat on June 23.

The next board meeting will be July 7.

We will invite our incoming board members to the Summer Retreat, and swear them in officially on July 7.

**IX. Consent Agenda****6:46 PM****A. Finance Report**

5 m

Thanks to very careful spending by all buildings and departments, current appropriations in most categories appear sufficient to carry us through to year-end without anticipated adjustments.

**B. Minutes**

5 m

**C. Personnel Report**

5 m

**X. Business Agenda****7:01 PM****A. Superintendent Evaluation Summary****XI. Closing Items****7:01 PM****A. Comments from the Board**

5 m

**B. Items for Action at Future Meetings**

5 m

**XII. Executive Session - Closed to the Public****7:11 PM**

Presenter

Time

Under the provisions of ORS 192.660, Open Meeting Law, the Board of Directors will enter executive session for the following purpose:

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Specific information discussed in executive session shall not be made public and shall remain undisclosed.

**A.** Adjourn Meeting

# Coversheet

## Data Report - Performance Metrics

**Section:** VI. Standing Reports

**Item:** A. Data Report - Performance Metrics

**Purpose:**

**Submitted by:**

**Related Material:**

Final Presentation Board Presentation (6.9.25 Board Presentation Preliminary Unofficial ELPA Sum  
mative Achievement and Growth).pdf

# Central School District Preliminary (Unofficial) ELPA Summative Achievement & Growth Report

June 9, 2025

# CSD June 2025 Emergent Bilingual Students

CHS: 123

TMS: 95

ACES: 97

IES: 130

MES: 66

**Total 511\* CSD students receiving EB services**

Students on a waiver: 27\*

Students in monitor status: 134

*\*Take the ELPA Summative or ALT ELPA Assessment (total=538)*



# Achievement



**The English Language Proficiency Assessment (ELPA) Summative measures students' proficiency in reading, writing, speaking, listening to, and understanding English. ELPA defines "proficiency" as the ability to use the English language to communicate ideas, knowledge, and information. This assessment is based on the English Language Proficiency (ELP) Standards, which are designed to address the language abilities that students need to be successful in school and beyond.**



# Proficient

	2024	2025
▶ CHS	4 students (3%)	10 students (7%)
▶ TMS	8 students (7%)	1 student (1%)
▶ ACES	15 students (12%)	11 students (10%)
▶ IES	16 students (13%)	9 students (7%)
▶ MES	20 students (28%)	1 student (2%)
Districtwide	63 students (11%)	33 students (6%)

**Congratulations to these students, as well as to all students who made growth!**

On the ELPA Summative & ALT ELPA students receive an overall proficiency level score of emerging, progressing or proficient.

Students score proficient when they reach the level of 4-Early Advanced or 5-Advanced in all four domains.

CSD celebrates with 32 emergent bilingual students who demonstrated proficiency on the ELPA Summative & ALT ELPA exam this spring.

# Growth

It is important that we review the data from the ELPA Summative and ALT ELPA to see trends in growth both for overall proficiency (emerging to progressing, progressing to proficient, or emerging to proficient) as well as by domain.

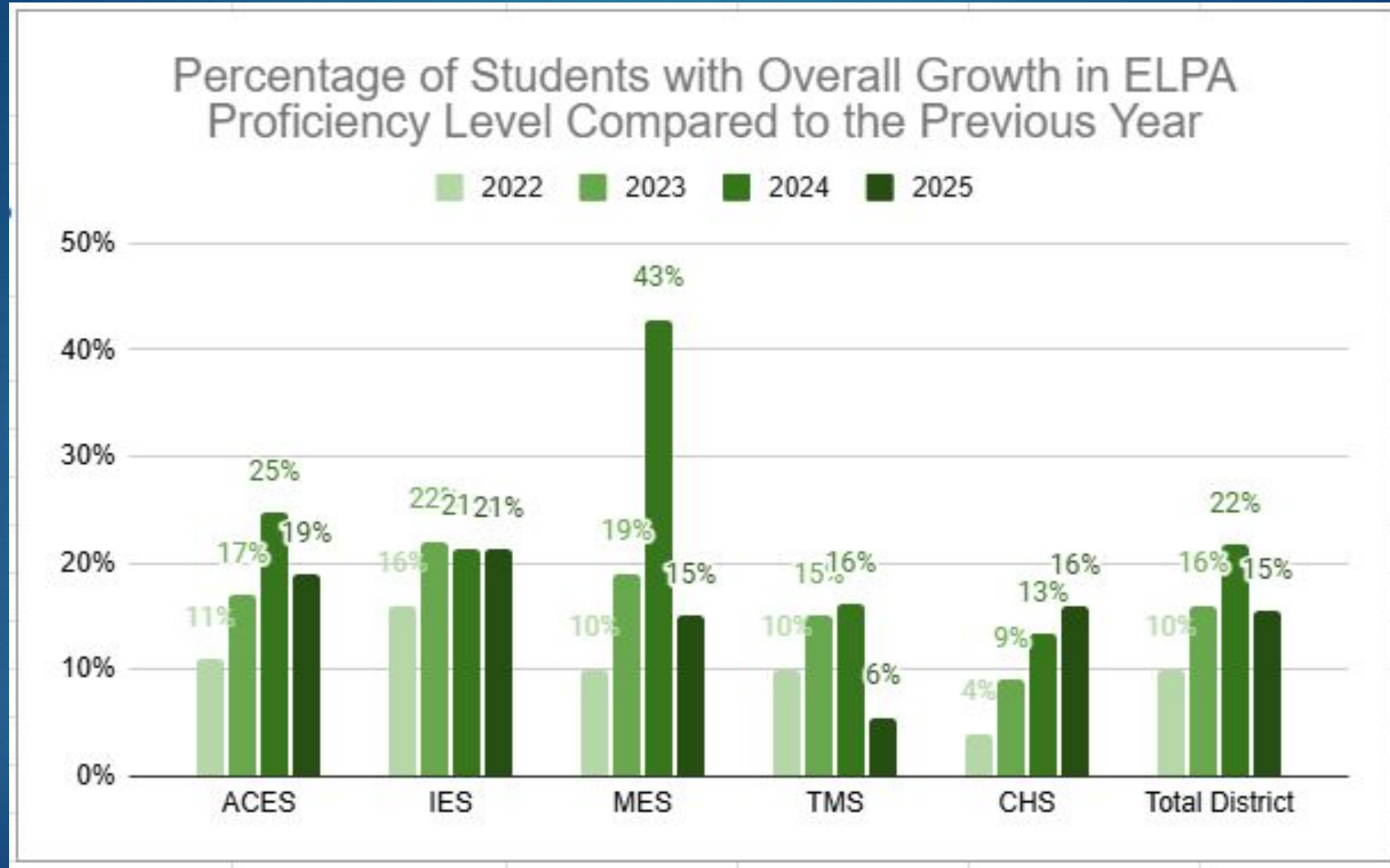
Students can make growth within a domain (reading, writing, listening or speaking) and not move up a full proficiency level.

For the purpose of this data set, only students with scores from at least two consecutive time periods to compare are included.

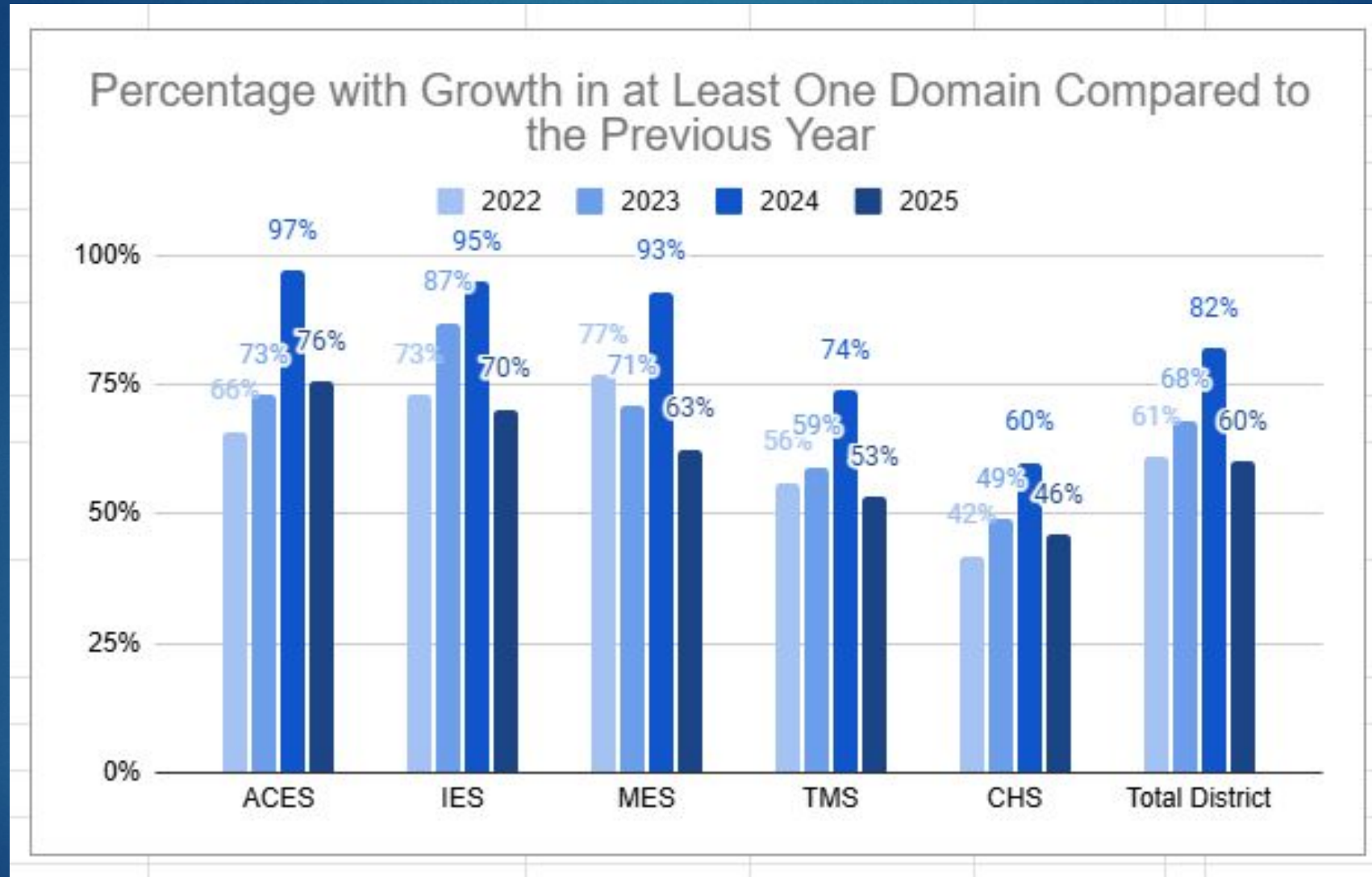




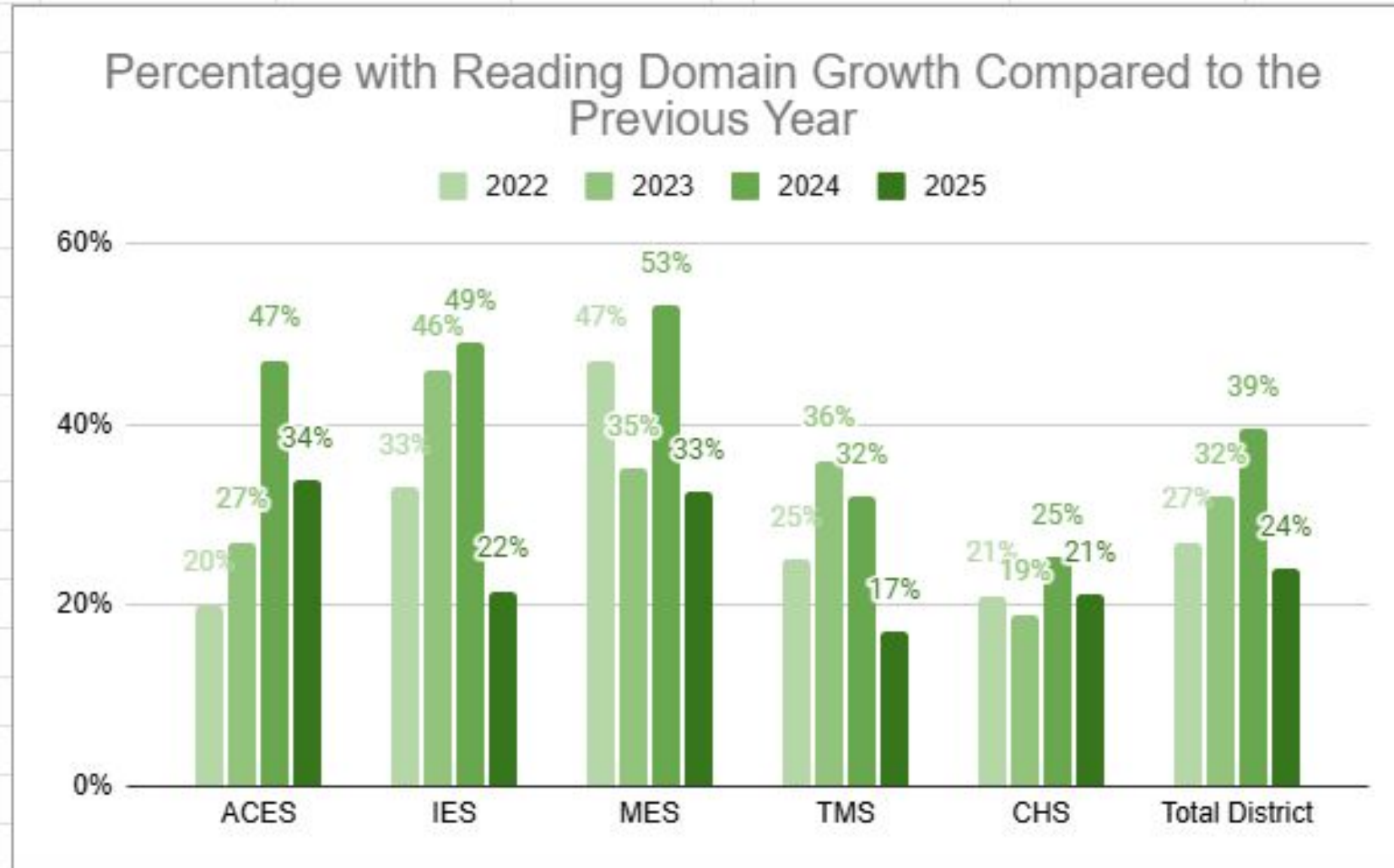
# Growth In Overall Proficiency Level



# Growth in Domain Performance Levels

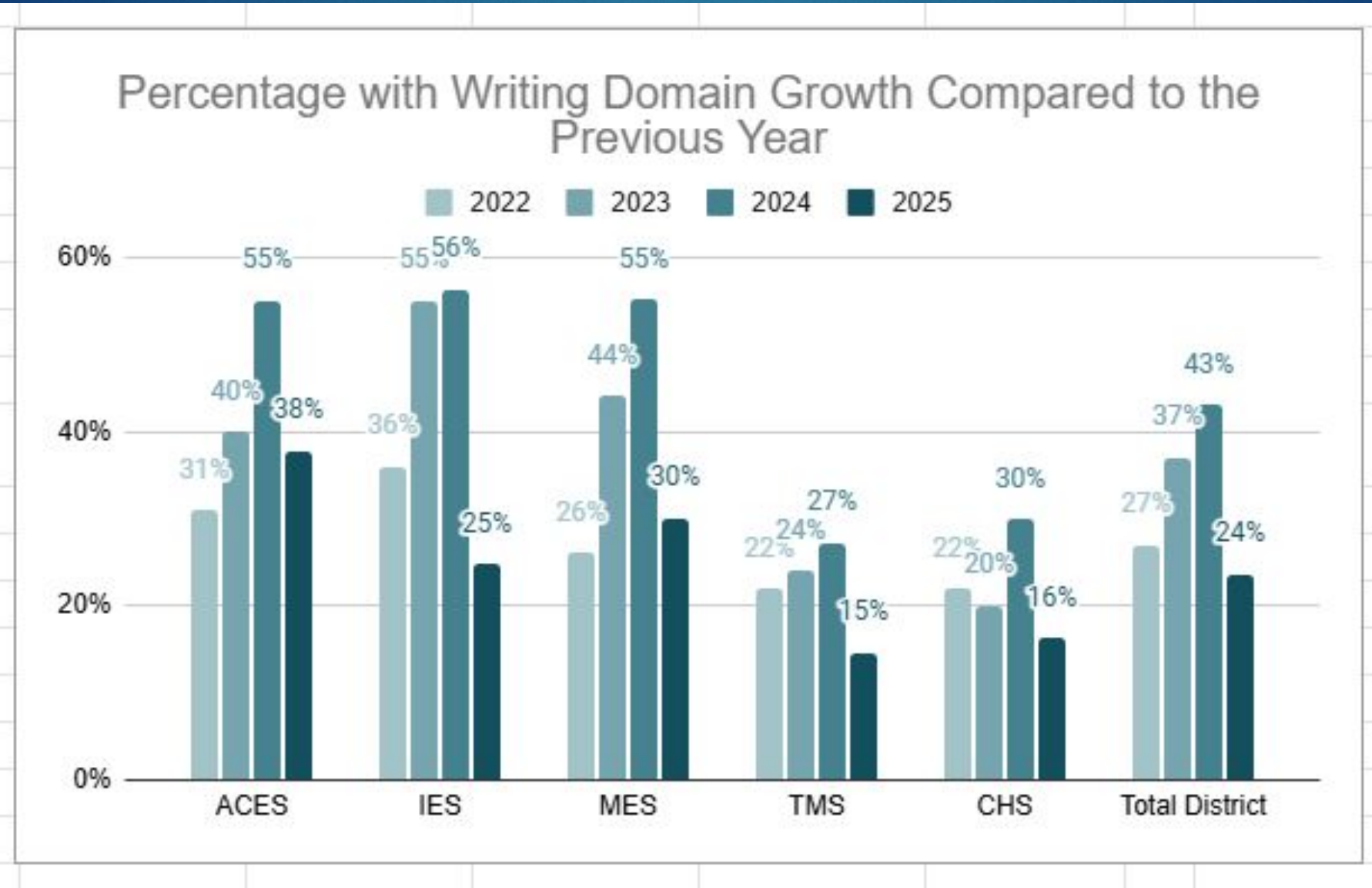


# Growth in Reading Domain

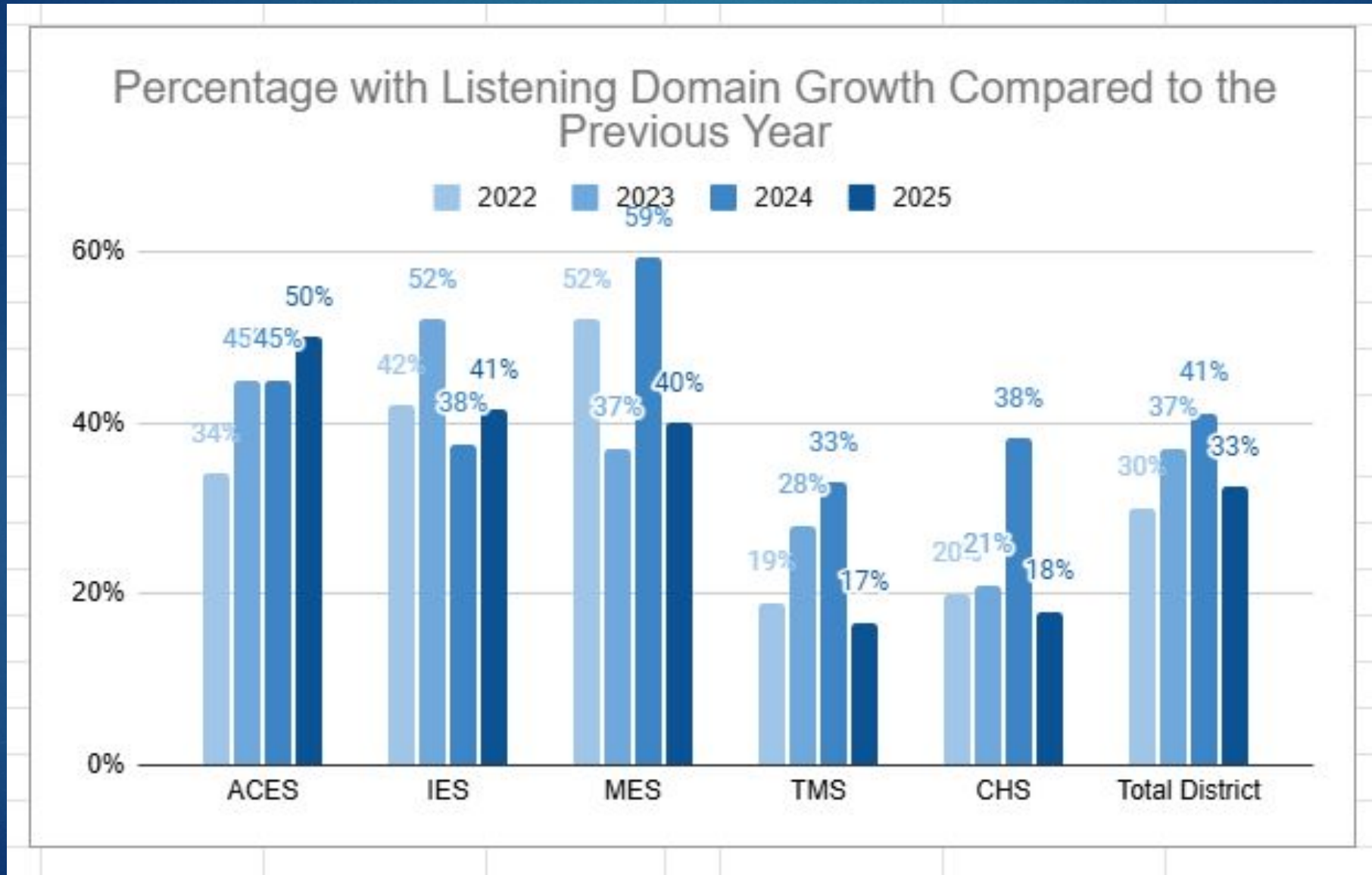




# Growth in Writing Domain

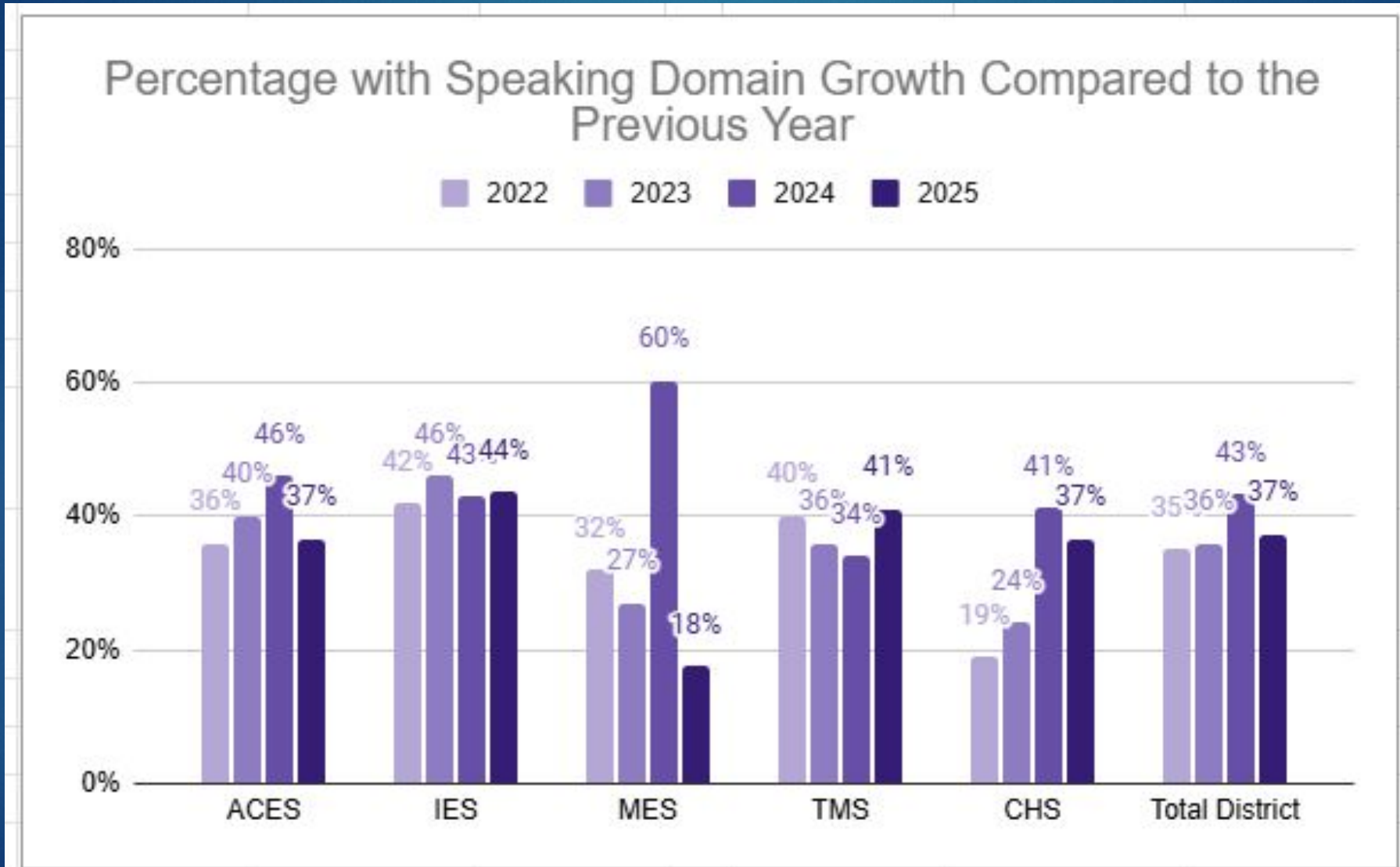


# Growth in Listening Domain





# Growth in Speaking Domain



# Continued Focus Overall

The emergent bilingual program has continued the overarching foci for this school year:

- ❖ Continued emphasis on ELD – both integrated and focused, and assessing language acquisition k-12
- ❖ Continued focus on all teachers and staff being language teachers
- ❖ Collaboration of multilingual teams at TMS & CHS
- ❖ Monthly professional development for bilingual IAs at TMS & CHS
- ❖ Continued implementation of the TWI program at IES

# QUESTIONS

# Coversheet

## Policy JEBA Early Entrance - 3rd Reading

**Section:** VII. Superintendent's Report  
**Item:** A. Policy JEBA Early Entrance - 3rd Reading  
**Purpose:**  
**Submitted by:**  
**Related Material:** JEBA Early Entrance.pdf



# Central School District 13J

Code: **JEBA**

Adopted: 1/08/01

Readopted: 9/12/11; 5/02/16

Orig. Code(s): JEBA

## Early Entrance

A student is considered six years of age and will be admitted into a public school if his/her sixth birthday occurs on or before September 1, a student whose sixth birthday occurs after that date may be admitted to the first grade if he/she has maintained regular attendance in any grade of a public full-time school during the entire school term.

A student will be admitted to kindergarten if his/her fifth birthday occurs on or before September 1, or is a kindergarten student transferring from a public school in another district.

Early entry into school may be allowed for a student whose needs would best be met in the school program based on an analysis by qualified professional staff of his/her:

1. Cognitive development;
2. Social development;
3. Physical development.

The superintendent shall identify screening processes and instruments which will provide a dependable assessment of the preceding criteria.

Parents will be required to pay the cost of the special testing involved.

END OF POLICY

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### Legal Reference(s):

[ORS 327.006](#)  
[ORS 336.092](#)  
[ORS 336.095](#)

[ORS 339.115](#)  
[ORS 343.395](#)

SB 321 (2015)

# Coversheet

## Finance Report

<b>Section:</b>	IX. Consent Agenda
<b>Item:</b>	A. Finance Report
<b>Purpose:</b>	
<b>Submitted by:</b>	
<b>Related Material:</b>	Board Financial Report_June 2025 (1).pdf

**BOARD REPORT**  
**2024-25 Appropriations**

As of

**04/30/2025**

	<b>Total Adjusted Appropriations</b>	<b>Expenses</b>	<b>Encumbrances</b>	<b>Difference</b>
<b>Fund 100 General Fund</b>				
1000	27,967,485	22,146,818	2,775,384	3,045,283
2000	16,722,141	14,074,168	1,952,469	695,505
3000	18,540	-	-	18,540
4000	-	-	-	-
5000	285,994	105,853	-	180,141
6000	3,874,392	-	-	3,874,392
	<u>48,868,552</u>	<u>36,326,838</u>	<u>4,727,853</u>	<u>7,813,860</u>
<b>Fund 250 Food Service</b>				
3000	2,215,042	1,620,250	312,221	282,571
6000	91,499	-	-	91,499
	<u>2,306,541</u>	<u>1,620,250</u>	<u>312,221</u>	<u>374,070</u>
<b>Fund 2xx - All Other Special Revenue Funds (Grants, Donations, Student Body)</b>				
1000	5,579,059	3,141,898	200,056	2,237,105
2000	5,797,507	4,481,713	503,287	812,508
3000	44,932	20,438	-	24,494
4000	249,250	153,330	-	95,920
5000	-	-	-	-
6000	490,217	-	-	490,217
	<u>12,160,965</u>	<u>7,797,378</u>	<u>703,343</u>	<u>3,660,244</u>
<b>Debt Service Fund 301 - GO Bonds</b>				
5000	3,640,550	3,304,317	-	336,233
	<u>3,640,550</u>	<u>3,304,317</u>	<u>-</u>	<u>336,233</u>
<b>Debt Service Fund 302 - School Bus Lease</b>				
5000	190,994	190,994	-	-
	<u>190,994</u>	<u>190,994</u>	<u>-</u>	<u>-</u>
<b>Fund 402 - Capital Projects Fund</b>				
2000	75,000	-	-	75,000
4000	1,750,000	1,118,829	218,110	413,061
5000	-	-	-	-
6000	-	-	-	-
	<u>1,825,000</u>	<u>1,118,829</u>	<u>218,110</u>	<u>488,061</u>
<b>ALL FUNDS</b>				
7000	315,000	-	-	315,000
	<u>315,000</u>	<u>-</u>	<u>-</u>	<u>315,000</u>
<b>Total</b>	<b>\$ 69,307,602</b>	<b>\$ 50,358,606</b>	<b>\$ 5,961,527</b>	<b>\$ 12,987,469</b>

**Appropriations are at the Program Level**

1000s - Instructional Services

2000s - Support Services

3000s - Community/Enterprise Services

4000s - Capital Improvement

5000s - Other Uses (Debt Service, Transfers)

6000s - Contingencies

7000s - Unappropriated Reserves



# Coversheet

## Minutes

<b>Section:</b>	IX. Consent Agenda
<b>Item:</b>	B. Minutes
<b>Purpose:</b>	
<b>Submitted by:</b>	
<b>Related Material:</b>	2025_05_05_board_meeting_minutes (1).pdf 4-1-25 NonRenewal Hearing Minutes Open session.pdf

DRAFT



# Central School District 13J

## Minutes

### Regular Board Meeting

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#### Date and Time

Monday May 5, 2025 at 6:30 PM

#### Location

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

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#### Directors Present

Byron Shinkle, Donn Wahl, Jann Jobe, Melanie Landon-Hays, Peggy Clyne, Steve Moser,  
Susan Graham

#### Directors Absent

*None*

#### Guests Present

Emily Mentzer

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### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

Byron Shinkle called a meeting of the board of directors of Central School District 13J to order on Monday May 5, 2025 at 6:36 PM.

### C. Flag Salute

## II. Communication from the Floor

### A. Public Comment

Courtney Azor told the board that she was disappointed that she had not heard from them when she emails them as a group. She said that she is not satisfied with the results of an investigation.

## III. Standing Reports

### A. Summer School Programming

Superintendent Kubista gave an update on summer programs, including that the State Legislature has approved the funding for summer programs for this year and the next two years. She noted that transportation continues to be funded during the summer.

## IV. Superintendent's Report

### A. Policy Update - 2nd Reading (Discussion)

Dr. Kubista discussed the Early Entrance policy and the results from the Google Form. The community has provided feedback. She noted that as of now, the community wanted to keep the policy in place.

Policy JBEA will be brought before the board for a final reading and decision at their June 9 meeting.

## V. Consent Agenda

### A. Approval of Minutes

Donn Wahl made a motion to accept the consent agenda as presented.

Peggy Clyne seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### Roll Call

Melanie Landon-Hays	Aye
Jann Jobe	Aye
Steve Moser	Aye
Susan Graham	Aye
Byron Shinkle	Abstain
Donn Wahl	Aye
Peggy Clyne	Aye

### B.

## Personnel Recommendations

### VI. Business Agenda

#### A. Out of State Field Trip Request

#### B. Out of State Field Trip Requests

Susan Graham made a motion to to approve the out of state field trip requests for the CHS Cheer Team to compete at the regional qualifier in Kentwood, Washington, in November, and to compete at the Nationals in Orlando, Florida, in January 2026.

Peggy Clyne seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### Roll Call

Melanie Landon-Hays	Aye
Peggy Clyne	Aye
Jann Jobe	Aye
Byron Shinkle	Abstain
Susan Graham	Aye
Donn Wahl	Aye
Steve Moser	Aye

### VII. Comments by Individual Board Members

#### A. Comments by Individual Board Members

Director Moser took a moment to thank all of CSD's teachers. He noted that he stopped for a Bismarck and they were all out because staff had already purchased them for teachers.

Director of Finance and Operations asked the board if they could move their board meeting to June 9, and reserve June 2 for a third budget committee meeting. The board agreed.

Director Graham said that members of the facilities committee reached out to see if the board would like them to meet again. She suggested the board discuss this at the Summer Retreat in June.

She added that the board welcomes people emailing them, and it's not common practice to respond to those emails. Director Graham said that the board needs to ensure that the proper procedures and processes occur.

Director Clyne said that board members shouldn't respond because it breaks the integrity of the process.

### VIII. Closing Items

#### A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:02 PM.

Respectfully Submitted,  
Byron Shinkle

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### Documents used during the meeting

- JEBA Early Entrance.pdf
- 3-3-25 Board Minutes.pdf
- 3-31-25 Non-Renewal Hearing Minutes (Exec session).pdf
- 3-17-25 Board PLC Minutes.pdf
- 2025\_04\_07\_board\_meeting\_minutes.pdf
- 2025\_04\_14\_board\_plc\_april\_14\_\_2025\_minutes (1).pdf
- \_Board Reports 2025.xlsx - May 25 (2).pdf
- ITINERARY.pdf
- overnight field trip form.pdf

## 4-1-25 NonRenewal Hearing - Open to the Public

### Meeting Minutes

4/1/2025 12:00 PM

This hearing for the board to consider a non-renewal will be held in person and open to the public, at the request of the employee. Seating in Hawk Hall will be limited. The hearing may be viewed on the district's YouTube channel: <https://www.youtube.com/@InfoCentralCSD13J>

Henry Hill Educational Support Center  
750 South 5th Street - Independence, Oregon 97351  
Hawk Hall

#### 1. CALL TO ORDER

Board Chair Byron Shinkle called the meeting to order at 12:01 p.m.

Present: Byron Shinkle, Susan Graham, Donn Wahl, Peggy Clyne, Melanie Landon-Hays, Steve Moser, Jann Jobe.

#### 2. NON-RENEWAL HEARING

Board Chair Shinkle explained the proceedings. Superintendent Jennifer Kubista would have 20 minutes to explain the district's reasons for recommending non-renewal of Laura Waight's contract. Ms. Waight would have 20 minutes to explain why she should have her contract renewed, and the board should reverse the non-renewal. Dr. Kubista would have 5 minutes rebuttal. Ms. Waight would have 10 minutes rebuttal. The Board could then ask questions of any party. The Board would deliberate and make a decision.

Dr. Kubista said that Ms. Waight has been negatively talking behind her supervisor and her administrative team's backs, and undermining her fellow administrators, damaging their professional reputations. She said that Ms. Waight was unable to perform her duties as a supervisor when it came to evaluating the teaching staff for whom she was responsible.

Ms. Waight said that she was unaware of any investigation into any wrongdoing, and that she was being vulnerable and honest with her supervisor. She said that had proficient evaluations all of her three years as a probationary administrator. She said the threshold to non-renew was not met. She said the district was making allegations they could not support.

Dr. Kubista restated that Ms. Waight has shown time and again, under multiple supervisors, that she could not be trusted with confidential information, as she shared such information with subordinates. She said that Ms. Waight has extensive experience with the evaluation methods, and either doesn't understand them, or refuses to follow them.

Ms. Waight said she was not expecting a 10-minute rebuttal. Her representation, Nathan Rietmann, spoke on her behalf, saying that it isn't the duty of the district to interpret TSPC rules. He said that Dr. Kubista emphasized "insubordination" when referring to Ms. Waight. He said that insubordination includes malice. He said it's a heightened standard that's inexplicable in this case. He said Ms. Waight is willing to change and grow and admit mistakes. Ms. Waight said that as a teacher and union leader, they would say that they can fire anyone for any reason at all.

Board Chair Shinkle asked the district's legal counsel, Brian Hungerford, to define the question that the board was answering through the hearing process. Mr. Hungerford said that the board is looking for a good faith sufficient standard, as Ms. Waight was a probationary employee. Mr. Hungerford clarified that the board was not seeking an unlawful reason, but a good faith sufficient one. He noted that the board's role was difficult, as the board of directors are not the primary fact-finders, but an appellate body.

The Board of Directors asked questions of Ms. Waight and Dr. Kubista. Questions included the number of principals at the high school in the last three years, questions about Ms. Waight's evaluations, whether or not Ms. Waight was on a plan of assistance, how she has been supported in her role as assistant principal, how concerns can be reported by administrators, clarifications on dates, how Ms. Waight might build relationships, and how she has transitioned from a teacher to an administrator who evaluates and oversees her former peers.

The board deliberated. Each board member participated in the deliberation.

Director Jobe moved that the board overturn its prior non-renewal of Laura Waight.

Director Landon-Hays seconded.

In favor:

Director Landon-Hays, Director Clyne, Director Jobe.

Against:

Director Moser, Director Susan Graham, Director Shinkle.

Abstained: Director Wahl.

The board continued deliberations.

Director Moser moved that the board deny Laura Waight's appeal of her non-renewal as a probationary administrator.

In favor:

Director Moser, Director Graham, Director Shinkle.

Against:

Director Landon-Hays, Director Clyne, Director Jobe.

Abstained: Director Wahl.

The board continued deliberations.

Director Jobe moved that the board overturn its prior non-renewal of Laura Waight.

Director Landon-Hays seconded.

In favor:

Director Landon-Hays, Director Clyne, Director Jobe.

Against:

Director Moser, Director Graham, Director Shinkle.

Abstained: Director Wahl.

The board continued deliberations.

Director Jobe moved that the board overturn its prior non-renewal of Laura Waight.

Director Landon-Hays seconded.

In favor:

Director Landon-Hays, Director Clyne, Director Jobe.

Against:

Director Moser, Director Graham, Director Shinkle, Director Wahl.

### **3. ADJOURNMENT**

Board Chair Shinkle adjourned the meeting at 2:23 p.m.



# Coversheet

## Personnel Report

**Section:** IX. Consent Agenda  
**Item:** C. Personnel Report  
**Purpose:**  
**Submitted by:**  
**Related Material:** \_Board Reports 2025.xlsx - June 25.pdf

June Board Report
5/30/2025

Resignation				
Last Name	First Name	Position	Location	Effective Date
Rumsey	Margarita	SPED Teacher	ACES	06/17/2025
McGivney	Pam	SPED Program Assistant	DO	06/17/2025
Hoem	Julia	CTE Business Teacher	CHS	06/17/2025
Sickles	Melody	Teacher	MES	06/17/2025
Altenburg	Elizabeth	Transition SPED Teacher	CHS	06/17/2025
Anderson	Marshall	PE Teacher	ACES	06/17/2025
Alcantar	Joanna	Teacher	MES	06/17/2025
Leave of Absence				
Last Name	First Name	Position	Location	Effective Date
Retirement				
Last Name	First Name	Position	Location	Effective Date
Hired				
Last Name	First Name	Position	Location	Effective Date
Dormer	Richard	Principal	CHS	07/01/2025
Piper	Brandis	Assistant Principal/Athletic Dir	CHS	07/01/2025
St. Germain	Jeremy	Assistant Principal	ACES	06/02/2025