



## Central School District 13J

### Minutes

#### CSD13J Board Summer Retreat

---

##### **Date and Time**

Monday June 23, 2025 at 2:00 PM

##### **Location**

Henry Hill Education Support Center  
750 S. Fifth St.  
Independence, OR  
97351

---

##### **Directors Present**

Byron Shinkle, Jann Jobe, Melanie Landon-Hays, Peggy Clyne, Steve Moser (remote), Susan Graham (remote)

##### **Directors Absent**

*None*

##### **Guests Present**

Andrea Van Heeswyk, Emily Mentzer, Irene Olivaros-Vega

---

#### **I. Opening Items**

##### **A. Record Attendance**

##### **B. Call the Meeting to Order**

Byron Shinkle called a meeting to order on Monday Jun 23, 2025 at 2:05 PM.

## **II. Setting the day**

### **A. Board Governance**

Superintendent Jennifer Kubista reviewed Board Governance from OSBA.

### **B. Learning Targets**

### **C. Success Criteria**

### **D. Agenda**

## **III. Studer Education - Climate and Culture**

### **A. 2023-24, 2024-25 Climate and culture survey results**

Casey Blochowiak from Studer Education presented the data from the four district surveys: District Services Survey, Staff Experience Survey, Student Experience Survey, Family/Parent Experience Survey.

Ms. Blochowiak and Dr. Kubista reviewed how the surveys were rolled out and how the results are being used.

## **IV. Performance Metrics Review and Strategic Plan**

### **A. Discussion about Performance Metrics**

Board members reviewed the data of the district's performance metrics, and considered if the goals set by the board in 2022 are too high. Board members agreed that it is better to be aspirational -- every student can succeed.

## **V. Review Board Calendar**

### **A. 2025-26 SY Board Calendar**

The board reviewed the draft of the 2025-26 Board Calendar. Director Graham suggested that the board meet on the second Monday of June, reserving the first Monday of June for a budget meeting, similarly to how it was in 2024-25.

## **VI. Facilities Committee**

### **A. Facilities Committee regrouping**

Director Graham said that members of the facilities committee suggested regrouping. The board agreed that would be fine. Director Graham said she would facilitate this.

## **VII. Budget Hearing - 5:30 p.m.**

### **A.**

### **Budget Transfer 2024-25 Budget**

Melanie Landon-Hays made a motion to approve Resolution 25-2 to move \$850,000 from Instruction Services in the Special Revenue Funds, with \$200,000 going to Support Services in the Special Revenue Funds and \$650,000 going to Support Services in the General Fund.

Peggy Clyne seconded the motion.

The team **VOTED** to approve the motion.

#### **Roll Call**

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

### **B. Adoption of the 2025-26 Budget**

Peggy Clyne made a motion to that the Board of Directors of Polk County School District No. 13J resolve to adopt the budget for the fiscal year 2025-26 in the total amount of \$66,974,000, now on file at the District Administration Office.

Jann Jobe seconded the motion.

The team **VOTED** to approve the motion.

#### **Roll Call**

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

Melanie Landon-Hays made a motion to that the Board of Directors of Polk County School District No. 13J resolve that the amounts shown below, \$66,974,000, are hereby appropriated for the fiscal year beginning July 1, 2025, for the purposes shown below.

Susan Graham seconded the motion.

The team **VOTED** to approve the motion.

#### **Roll Call**

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

Jann Jobe made a motion to that the Board of Directors of Polk County School District No. 13J resolves to impose ad valorem property taxes upon the assessed value of all taxable property within the district for tax year 2025-26: At the permanent tax rate of

\$4.8834 per \$1,000 of assessed value for operating purposes; and, in the amount of \$3,975,051 to support the Debt Service Fund for the payment of Fiscal Year 2025-26 principal and interest on General Obligation bonds Series 2013 and 2015.

Peggy Clyne seconded the motion.

The team **VOTED** to approve the motion.

**Roll Call**

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

Peggy Clyne made a motion to that the Board of Directors of Polk County School District No. 13J resolves to categorize the taxes imposed for purposes of Article XI section 11B as follows: Permanent Rate Tax subject to the education limit of \$4.8834 per \$1,000 of assessed value and General Obligation Debt Service Bonds: Series 2013 and 2015, excluded from constitutional limits, in the amount of \$3,975,051 for general obligation bonds.

Jann Jobe seconded the motion.

The team **VOTED** to approve the motion.

**Roll Call**

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

Peggy Clyne made a motion to adopt the Department of Revenue Indexed Tax Rate Limits for Construction Excise Tax for fiscal year 2025-26 to be effective July 1, 2025.

Jann Jobe seconded the motion.

The team **VOTED** to approve the motion.

**Roll Call**

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

## **VIII. Closing Items**

### **A. Agenda items for August Retreat**

### **B.**

### **Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:16 PM.

Respectfully Submitted,  
Byron Shinkle

---

### **Documents used during the meeting**

- 6.23.25Retreat\_BoardofDirectors.pdf
- 25-26 Board Meeting Calendar - Full Year Calendar.pdf
- CET Rates 2025-2026 NOT on letter head.pdf