



Central School District 13J

Minutes

Regular Board Meeting

Date and Time

Monday September 8, 2025 at 6:30 PM

Location

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

Directors Present

Andrea Van Heeswyk, Byron Shinkle, Irene Oliveros-Vega, Melanie Landon-Hays, Steve Moser, Susan Graham

Directors Absent

Jann Jobe

Guests Present

Emily Mentzer, Hannah Smith, Orlando San Miguel Morales

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 Sep 8, 2025 at 6:31 PM.

C. Flag Salute

D. Adoption of the Agenda

E. Swear in Student Representative to the Board

Board Chair Shinkle administered the Student Representative Oath of Office to Hannah Smith.

II. Recognitions

A. Student-Resource Officers

Talmadge Middle School Principal Alisha Resseman honored Sgt. Fleming for his work as a Student-Resource Officer the last few years, and welcomed Officers Gonzales and Preston to the new school year.

Mrs. Resseman said that Officer Gonzales will be working with Talmadge Middle School students and staff. Officer Preston will be stationed full time at Central High School. She recognized Sgt. Fleming for his lasting impact in schools, the community and care he has fostered with students and staff. She thanked him for his work with students and staff over the years.

III. Communication from the Floor

A. Communication from the floor

There was no public comment.

IV. Standing Reports

A. Safety and Security Report 2025-26

Director of Safety and Security Jason Clark reviewed: the Standard Response Protocol; Standard Reunification Method; 2025-26 District Building Expectations; Community Partners; and other Safety Resources.

Standard Response Protocol (SRP)

Mr. Clark talked more about "Secure" and "Lockdown," and communication that goes out to building families when a building goes into "Secure."

Vice Chair Graham said that the most common SRP used is "Hold." Mr. Clark said "Hold" is often used for a medical emergency in the hallway, or some other time when the hallways need to be cleared. He noted that it's important not to confuse that with a "Lockdown," which is a higher threat response.

Reunification

Mr. Clark talked about the Standard Reunification Method, a procedure used when it is necessary to relocate students and release students directly to their parents/guardians, or designated emergency contact due to an emergency situation.

Situations which may require reunification:

Fire or damage to school building; natural disaster; field trip emergency or school bus accident; violence in the surrounding community; or a situation involving a threat, weapons, or violence at school.

Director Landon-Hays asked what happens if a parent doesn't arrive to a reunification.

Mr. Clark said that counselors will look for emergency contacts. He said there also could be an instant where a parent could come to pick up a student that had been transported to the hospital, and counselors would be prepared for that as well.

Dr. Kubista reminded families to look at emergency contacts for their students and ensure they are updated and current.

Director Oliveros-Vega added to ensure families have their phone numbers updated.

2025-26 District Building Expectations

ID badges for all staff and visitors; radios for staff; lock all perimeter doors; student drop-off and pick-up.

Director Oliveros-Vega asked about a situation when a "Secure" or "Lockdown" is used, is there a debrief. Mr. Clark said that there is a debrief with leaders and law enforcement partners. This includes conversations about how the principal will communicate with staff and students.

Dr. Kubista noted that these debriefs can be continued conversations and learning, looking for lessons learned and ways we can shift.

The board discussed the communication when there's a "Hold," which is often a medical emergency or other kind of disruption in the hallway. Dr. Kubista noted that those kinds of situations may include privacy concerns, particularly when communicating with community.

Director Landon-Hays complimented Mr. Clark about the drop-off and pick-up protocols.

V. Superintendent's Report

A. State and Federal update of Funding

Dr. Kubista said that the district has received its allocated funding for Title IC, Title IIA, Title III, Title IVA, and Title IVB. The district's before and after school programming is returning, and families should start to get messages about acceptance into the program. At a state level, she said we have not received final allocations for early literacy, student investment account, or student success. She noted that the district should receive this in the next few weeks.

B. Policy 1st Reading --

Dr. Kubista reviewed Policy JFCEB Personal Electronic Devices from the start of the school day until the end of the school day. The policy must be adopted by Oct. 31. The policy will be implemented Jan. 1, 2026.

Dr. Kubista said that she will begin collecting feedback from students in the next week.

Board Chair Shinkle commented that this is something that has been handed down to the state, and that the adjustments we've made complies with the mandate, but are least intrusive as we can make them. Allowing students to maintain possession of their property, and not turning teachers into cellphone police.

Student representative San Miguel Morales said that it's better to explain the why. He said he could block his phone all day, but it depends on the students.

Student representative Smith said the policy can be good for a lot of reasons, helping kids stay focused, but there will be a lot of pushback from students.

The board discussed what they've heard from other districts who have already implemented this policy. They also noted that they are glad student feedback is being gathered and considered through this process. They discussed the equity concerns, as well as privacy concerns.

VI. Consent Agenda

A. Approval of Minutes

Melanie Landon-Hays made a motion to Approve the consent agenda with a spelling correction in the Personnel Recommendations.

Susan Graham seconded the motion.

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

Roll Call

Byron Shinkle	Abstain
Jann Jobe	Absent
Melanie Landon-Hays	Aye
Susan Graham	Aye
Steve Moser	Aye
Andrea Van Heeswyk	Aye
Irene Oliveros-Vega	Aye

B. Personnel Recommendations

VII. Business Agenda

A. Board-Superintendent Working Agreement

Irene Oliveros-Vega made a motion to adopt the Board-Superintendent Working Agreement.

Andrea Van Heeswyk seconded the motion.

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

Roll Call

Susan Graham	Aye
Melanie Landon-Hays	Aye
Irene Oliveros-Vega	Aye
Byron Shinkle	Abstain

Roll Call

Jann Jobe	Absent
Andrea Van Heeswyk	Aye
Steve Moser	Aye

B. 2025-26 Board Calendar

Melanie Landon-Hays made a motion to adopt the 2025-26 Board Calendar with the change to the March 2026 meeting date.

Steve Moser seconded the motion.

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

Roll Call

Andrea Van Heeswyk	Aye
Steve Moser	Aye
Susan Graham	Aye
Melanie Landon-Hays	Aye
Jann Jobe	Absent
Irene Oliveros-Vega	Aye
Byron Shinkle	Abstain

VIII. Closing Items

A. Board Comments

Director Landon-Hays said she appreciates the thoughtful approach to Policy JFCEB.

Director Oliveros-Vega seconded that, saying she appreciates Dr. Kubista taking the time to meet what the law requires, while also meeting with students.

Board Chair Shinkle said he appreciates everyone's time and sacrifice for serving on the board and participating in meetings and discussion.

Vice Chair Graham thanked Mr. Clark for his informative safety and security presentation.

B. Items for Action at Future Meetings

C. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:52 PM.

Respectfully Submitted,
Byron Shinkle

Documents used during the meeting

- 25_26 District Safety Presentation PP (9.8.2025) .pdf
- JFCEB G1 - Personal Electronic Devices - NEW.docx (1).pdf

- JFCEB D1 - Personal Electronic Devices and Social Media DELETE.pdf
- 2025_08_04_board_meeting_minutes.pdf
- _Board Reports 2025.xlsx - September 25.pdf
- Board and Superintendent Working Agreement_Draft_2025-26.docx (1).pdf
- 25-26 Board Meeting Calendar - Full Year Calendar (2).pdf
- Board Reports for 2025-26.pdf