



Jefferson County Education Service District
Meeting Location: JCSD 509J (SSB)
445 SE Buff Street
Board of Directors Meeting Minutes
May 24, 2018 - 6:30PM
(or directly following Work Session)

APPROVED
8/01/2018

ATTENDANCE: Chair Lindsay Foster-Drago and Joan Starkel Vice-Chair Lola Hagman, Kathleen Marston, Marie Glenn, Daniel Petke, and Dani Cowdrey; Superintendent Ken Parshall, Executive Assistant Tessa Bailey; Other Employees: Barbara Garland, Martha Bewley, David Hicks & Jay Patrick

ABSENT: None

CALL TO ORDER/FLAG SALUTE:

The meeting was called to order at **6:47pm** by Chair Lindsay Foster-Drago

ADOPTION OF AGENDA:

Kathleen Marston moved adopt the agenda as presented – **Approved 7/0**

PUBLIC HEARING FOR BUDGET ADOPTION: CFO Martha Bewley shared that this is a final opportunity for the public to provide input regarding the budget prior to the adoption by way of Resolution #18-02, Adopting the 2018/2019 Budget, under the consent agenda.

Opportunity for Public Input on 2018-2019 Budget

<http://www.icesd.k12.or.us/sites/icesd.k12.or.us/files/FY18-19.%20JCSD%20Approved%20Budget.pdf>

Also, based on the fact that we are not sure of the final expenditures of the Steve Rankin memorial mini-grants until all the awards have been filled she recommends we approve the resolution #18-02 and if necessary create a new resolution later to adjust it accordingly.

INFORMATION / REPORTS / UPDATES & DISCUSSION

- Superintendent Parshall explained that the 2018/19 Proposed JCESD Board Meeting Calendar is included in the consent agenda; we propose to meet on the first Wednesday of every month with the exception of January and April. Discussion took place regarding the two months in conflict and final edits were made as: January's meeting will take place on Thursday, January 10, 2019 and April's meeting will take place on Thursday, April 11, 2019.

Discussion also took place regarding start time of the board meetings and if there is a preference to have food available due to the fact that people are coming from work. It was decided to keep the start time at 6:00pm and due to the fact the meetings will be later meals will not be provided unless there is a work session.

- Superintendent Parshall and Marie Glenn shared details on the last OAESD Governance Meeting they attended.

HEARING OF CITIZENS, DELEGATIONS AND STAFF MEMBERS – *The Board of Directors reserves this time for citizens to speak to the Board on concerns printed on the agenda. After concerns are heard regarding agenda topics, the Board will hear concerns concerning items not on the printed agenda. The Board does not take action under this agenda item. Citizen concerns may be placed on a future agenda for discussions and actions. - **No comments.***

Discussion took place to pull the Steve Rankin mini-grant awards and the Resolution 18-02, adopting the 2018/2019 Budget for further discussion. Dani Cowdrey moved to pull the Steve Rankin mini-grant awards and the Resolution 18-02, adopting the 2018/2019 Budget to be addressed separately; motion carried - **Approved 7/0.**

Marie Glenn moved to also pull Resolution 19-01, Annual Procedures (2018/2019) to discuss due to a potential conflict-of-interest. - **Approved 7/0.**

The board took time to review the bills and other items on the consent agenda.

The Consent Agenda includes the following:

- Approval of **May 2, 2018** Meeting Minutes
- Personnel Action (**if any they will be attached*)
- Review of Bills
- ~~Steve Rankin Mini-grant awards~~ *[pulled for discussion]*
- Authority to mail bills during non-board meeting months
- 2018/2019 Proposed Board Meeting Calendar
- ~~Resolution 19-01, Annual Procedures (2018/2019)~~ – *[pulled for discussion]*
- Memorandum of Agreement 2018-2019 JCESD & Black Butte School District for Assistive Technology Services through HDES
- ~~Resolution 18-22 18-02, Adopting the 2018/2019 Budget*~~
<http://www.jcesd.k12.or.us/sites/jcesd.k12.or.us/files/FY18-19.%20JCESD%20Approved%20Budget.pdf> *[pulled for discussion]*

Dani Cowdrey moved to approve the consent agenda as amended (removing three items for discussion) - **Approved 7/0.**

Dani Cowdrey moved to approve the Resolution 19-01, Annual Procedures (2018/2019) that was pulled due to potential conflict-of-interest - **Approved 6/0 (1 abstained – Marie Glenn).**

Steve Rankin Mini-grant awards were reviewed and discussed based on the details from the shared Google Team drive, the application process and final placing that took place during the board work session. It was decided to send out the letters to all applicants and winners on July 1st (June 28, 2018 – July 1st falls on a Sunday).

Lola Hagman motioned to approve eleven of the Steve Rankin applications for the mini-grant awards as follows:

- ✓ 8-10 Ukuleles purchase - \$500
- ✓ Classroom Dissection Set - \$500
- ✓ Culinary/Arts Walking Tour - Counseling Dept. (partner w/#5) - \$336
- ✓ Culinary/Arts Walking Tour -The Future Center (partner w/#4) - \$504
- ✓ Science Equipment for Metolius River Ecosystem Research - \$500
- ✓ Bringing Animals to Life - \$500
- ✓ Coding in the Kinder & 1st Grade Classrooms - \$1,500
- ✓ Cultural Museum: Projects through the Ancient Ages - \$500
- ✓ Student Store at Westside Building - \$500
- ✓ micro:bit Educator Lab Pack - \$500
- ✓ Subscription to Glogster (\$390/yr) - \$390

The motion to approve the Steve Rankin mini-grant awards as noted above was unanimous - **Approved 7/0.**

Marie Glenn moved that the Board of Directors adopt the budget for the fiscal year 2018-2019 in the total amount of ~~\$2,800,336*~~ [correction \$2,800,336*] as reflected in Resolution ~~18-22~~ **18-02**, Adopting the 2018/2019 Budget*

<http://www.jcesd.k12.or.us/sites/jcesd.k12.or.us/files/FY18-19.%20JCESD%20Approved%20Budget.pdf> - **Approved 7/0.**

EXECUTIVE SESSION:

At **7:37pm** in accordance with ORS 192.660(2)(i) the board met to review and evaluate the performance of the Superintendent.

RECONVENED IN REGULAR SESSION:

At **8:16pm** the board reconvened in regular session to vote on the board's evaluation of the Superintendent for the 2017-2018 school year.

Dani Cowdrey moved to approve the superintendent evaluation as discussed in the executive session – **Approved 7/0.**

BOARD HIGHLIGHTS

- Board member shared with a friend in the community about ESD, the services offered after she was asked for information regarding ESD. It was rewarding to feel a part of a program that is so helpful in our community.
- A community member shared personal experience with one of our board members regarding her experience with a speech pathologist from our ESD and the services provided for her child - she raved about the services and expressed gratitude for our ESD. Board member said it is rewarding knowing that we have contributed in this manner – it made her day!

The following **REMINDERS** were announced and discussed:

- ~~Board Work Session: Thursday, May 24, 2018 @6PM (Steve Rankin Mini-Grants)~~
- ~~Next Board Meeting: Thursday, May 24, 2018 @6:30PM~~
- Next Board Meeting: Wednesday, August 1, 2018 @6PM (no meeting in June & July)
- OAESD - Spring Conference (at Eagle Crest): *May 17 & 18*
- Thinking ahead – mark your calendar:
 1. OSBA Summer Board Conference 2018: July 21-22, 2018 (Riverhouse, Bend) – [Pre-conference July 20, 2018]
 2. 72nd Annual OSBA Conference: November 8-11, 2018

Chair Lindsay Foster-Drago adjourned the meeting at **8:22pm**.

**DRAFT to Board for Approval at next meeting:
August 1, 2018**

Tessa Bailey, Executive Assistant

Lindsay Foster-Drago, Board Chair

Ken Parshall, Superintendent

Date

Date