



**Jefferson County Education Service District**  
**Meeting Location: JCSD 509J (SSB)**  
**445 SE Buff Street**  
**Board of Directors Meeting Minutes**  
**August 1, 2018**



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

**ABSENT:** Marie Glenn

**CALL TO ORDER/FLAG SALUTE:**

The meeting was called to order at **6:02pm** by Chair Lindsay Foster-Drago with the flag salute.

**ELECT BOARD CHAIR & VICE-CHAIR**

Discussion took place regarding the board chair and vice-chair positions.

Joan Starkel nominated Lindsay to continue in the position of Chair. – **Approved 6/0**

Dani Cowdrey nominated Joan Starkel for Vice-Chair – **Approved 6/0**

**AGENDA ADOPTION:**

Kathleen Marston moved to approve the agenda as presented – **Approved 6/0**.

**CORRESPONDENCE:**

Superintendent Ken Parshall shared two emails with the board; he believes they each receive them already via email but wanted to be sure.

- Email from Patti Norris, OSBA Board of Directors, Central Oregon Representative
- Email from Jane Leonhardt, OSBA Director of Legislative Services

Discussion took place on the two pieces of correspondence.

The following COMMUNICATION / DISCUSSION ITEMS were discussed:

- OSBA Summer Board Conference – Superintendent Parshall & Tessa attended this year; Superintendent Parshall shared about the conference and discussion took place whether the board members prefer to attend both summer and fall conferences or rotate years.
- 2018/19 Board Meeting Calendar & Work Session Planning – Superintendent Parshall shared the board meeting calendar for the board to review and plan for work sessions. It was agreed that September 5<sup>th</sup> would be a work session and we will plan for more as needed. Also it was discussed that the November 7<sup>th</sup> meeting that was previously scheduled will conflict with the OSBA Convention; discussion took place regarding an alternate date – the board agreed that Thursday, November 15 would be the best option. We will bring that date on the consent agenda next board meeting as we are changing the board calendar.
- Steve Rankin Memorial Mini-Grant Program Update – Tessa read both letters that were emailed to the applicants this year (one to the winners and the other thanking them for applying but their application was not selected).

**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.*

**The following ACTION ITEMS were presented to the board:**

**The Consent Agenda includes the following:**

- Approval of **May 24, 2018** Meeting Minutes
- Personnel Action (*SLPA, McKenna Ontko*)
- SGA Audit Engagement Letter
- Casey Terada (CPA) Engagement Letter
- 2019-2020 Budget Calendar

It was noted that the meeting minutes had an error in the reminders (date of next meeting) and also on the budget amount [*it appeared to be a decimal point vs. a comma*]. Dani motioned to approve the consent agenda with changes as noted (correct reminders of next meeting, and correct the typo in the budget amount to make it clear) – **Approved 6/0.**

**The Board convened in Executive Session at 6:36pm**

**EXECUTIVE SESSION:** In accordance with ORS 192.660(2)(d) the board met to conduct deliberations with persons designated to carry on labor negotiations.

The Board reconvened in Regular Session with no action required.

**BOARD HIGHLIGHTS**

There were no board highlights this evening.

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

- Board Work Session: Wednesday, September 5, 2018 @5:00pm (Goal Setting)
- Next Board Meeting: Wednesday, September 5, 2018 @6:00pm
- Thinking ahead – mark your calendar:
  - ✓ 72<sup>nd</sup> Annual OSBA Conference: November 8-11, 2018

Chair Lindsay Foster-Drago adjourned the meeting at **7:32pm.**

**DRAFT to Board for Approval at next meeting:  
September 5, 2018**

\_\_\_\_\_  
Tessa Bailey, Executive Assistant

\_\_\_\_\_  
Lindsay Foster-Drago, Board Chair

\_\_\_\_\_  
Ken Parshall, Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date