



Jefferson County Education Service District
BOARD MEETING

Wednesday, February 2, 2022

Regular Session – 6:00pm

REMOTE ACCESS ONLY

2-2-2022 (all board members confirmed, attending remotely)
Updated to:

~~Meeting~~ **via Zoom**

Jefferson County ESD, 295 SW Buff St., Madras, OR 97741

Topic: 20220202 JCESD Board Meeting

Time: Feb 2, 2022 06:00 PM Pacific Time (US and Canada) - Join Zoom Meeting

<https://us02web.zoom.us/j/86891684087?pwd=VkZCSlZVT2hyYm9EQlJ0ZjRuOVNuUT09>

Meeting ID: 868 9168 4087 Passcode: 503839

2021/2022 Board Members: Chair Joan Starkel; Vice-Chair Daniel Petke; Jamie McLeod-Skinner; Dani Coudrey; Barbara Ibrahim; Raylene Thomas and Chelsey Huttinga

REGULAR SESSION BOARD MEETING

MINUTES

ATTENDANCE: Chair Joan Starkel, Barbara Ibrahim; Raylene Thomas; Jamie McLeod-Skinner; Chelsey Huttinga; Dani Coudrey (*entered at 6:13pm*); and Vice-Chair Daniel Petke (*entered at 6:35pm*)

ABSENT: None

WELCOME - REGULAR SESSION / PLEDGE OF ALLEGIANCE / ROLL CALL

Board Chair Joan Starkel called the meeting to order at 6:07pm, followed by the Pledge of Allegiance.

AGENDA ADOPTION

Barbara Ibrahim moved to approve the agenda as presented; seconded by Jamie McLeod-Skinner; motion passed unanimously – **Approved 5/0** (*2 absent, entered meeting late*).

COMMUNICATION / PRESENTATIONS / REPORTS

• **COVID-19 Communication/Guidance Update**

Superintendent Shay Mikalson shared a COVID-19 update sharing that in January, Jefferson County had just over 2,000 new COVID-19 cases and 15% were school-aged students. He

thanked our staff for the work they are doing to keep the kids safe and learning. He also thanked the Board for their support and leadership. He recognizes that it is a united effort. He explained there have been changes to the quarantined length as well as the definition of exposed and will follow up with details as they are made available. He also noted that staff have been working hard keeping up with changes and he appreciates them and their efforts.

Discussion took place about what may be being done at the state level to make sure staff are being taken care of during and after this difficult time (pandemic).

- **Teacher of the Year 2023 Update**

Superintendent Shay Mikalson updated the board on the Teacher of the Year 2023 process. Nominated teachers will be notified and applications are due by the end of March.

[Dani Cowdrey entered the meeting at 6:13pm]

- **2022-23 JCESD Local Service Plan Update**

Superintendent Shay Mikalson shared that he and Board Chair Joan Starkel attended the JCSD 509J and Ashwood board meetings and they approved the 2022-23 JCESD Local Service Plan. The Culver School District canceled their meeting and rescheduled for later in February. They will attend Culver and Black Butte's meeting in late February.

- **OSBA Policy Update, October 2021, Vol.65 No.1 esd – (3 policies only)**

- GBEA – Workplace Harassment
- GBNA/JHFF (*policy for both personnel and students*) – Suspected Sexual Conduct with Students and Reporting Requirements
- GBNA/JHFE (*policy for both personnel and students*) – Suspected Abuse of Child Reporting Requirements

Superintendent Shay Mikalson explained the three OSBA policy updates, (October 2021) that have been followed by 509J, they are 1st read, but will be new policies for Jefferson County ESD. He also noted the bracketed language on page seven – the recommendation is 'strongly prohibited' (the same as page 11).

Jamie McLeod-Skinner said the policies look great but asked about the training that is required by board members as mandatory reporters. Superintendent Mikalson explained the online platform and told the board he will follow-up and be sure the link is provided to the board members to access the training.

Barbara Ibrahim asked if there are policies specific to appropriate staff behavior around children. Superintendent Mikalson explained that the training will cover that, and he will also look deeper into the policies as we update our policies and website and inform the board of any additional information. He also shared that previously JCESD had relied on the individual

districts and their policies, but will be making sure to update as needed. The goal is to really target the policies and website this summer.

Chelsey Huttinga asked why it would take as long as summer to update the policies. Superintendent Mikalson explained that he said summer, but the work is continuing even now, in that process we are making sure that everything is up to date and current on the website which will more than likely take us well into this spring or summer due to the time involved and the approval process.

Board Chair Starkel suggested board members take advantage of the safe schools training online and asked CFO Bewley if the district still receives a PACE discount if they all take the training. CFO Bewley confirmed, yes they do and every year PACE determines what trainings are required in order to receive the discount and that is one that is not required for this year, but still very important.

Discussion continued on the proposed policy updates, then Board Chair Starkel proceeded to the next agenda item.

HEARING OF CITIZENS, DELEGATIONS AND STAFF MEMBERS:

(Option 1) **Board Chair will offer opportunity during meeting** The Board of Directors reserves this time for citizens to speak to the Board; because time is limited, as a standard practice, and courtesy to others and to maintain our meeting schedule, guests will be allotted three minutes (or less if needed, based board chair prerogative) to speak. If you have a group attending regarding the same topic, you will need to appoint one speaker.

(Option 2) **Written Comment:** The JCESD Board may accept public comment in writing prior to the meeting. If you are a member of the community and wish to provide a public comment they will be taken in written format ONLY. Written comments must be received by 1:00 pm on Wednesday, February 2, 2022 and will be read during the public comment section of the virtual meeting. Thank you for your understanding and cooperation. Please submit your *COMMENT* *HERE*

There were no comments submitted for the evening. Board Chair Starkel proceeded to the action items.

ACTION ITEMS

A. Consent Agenda

1. Approval of **January 5, 2021** Meeting Minutes
2. Personnel (if any)
3. Accounts Payable Vouchers
4. Financials

[Daniel Petke entered the meeting at 6:35pm]

Barbara Ibrahim moved to approve the consent agenda as presented; seconded by Jamie McLeod-Skinner; motion passed unanimously – **Approved 7/0**.

B. Ashwood School District Fiscal Processing Memorandum of Understanding

CFO Martha Bewley explained the Ashwood School District Fiscal Processing Memorandum of Understanding and that this agreement will supersede all other agreements of this nature; which allows Ashwood to come under the JCESD and is currently reflected in the Local Service Plan.

Dani Cowdrey moved to approve the Ashwood School District Fiscal Processing Memorandum of Understanding as presented; seconded by Jamie McLeod-Skinner; motion passed unanimously – **Approved 7/0**.

Discussion took place about the work that was involved in this process and how the team is appreciated.

C. Resolution for inclusion under the State of Oregon Deferred Compensation Plan (Oregon Growth Savings Plan)

CFO Martha Bewley explained the Resolution for inclusion under the State of Oregon Deferred Compensation Plan (Oregon Growth Savings Plan) and that this is another option we can offer our employees. Discussion took place about the plan and options that may be available to the employees.

Jamie McLeod-Skinner moved to approve Resolution for inclusion under the State of Oregon Deferred Compensation Plan (Oregon Growth Savings Plan) as presented; seconded by Dani Cowdrey; motion passed unanimously – **Approved 7/0**.

D. Appoint Lynnsay Jacobs to budget committee

Dani Cowdrey moved to appoint Lynnsay Jacobs to the budget committee; seconded by Chelsey Huttinga; motion passed unanimously – **Approved 7/0**.

BOARD HIGHLIGHTS

- Recognize Black History Month, it was shared that there is a program about black history in the State of Oregon on OPB.
- Recognize Lunar New Year.
- Happy 2-2-2022.

- Wonderful to see board and staff at the Ashwood board meeting when presenting the LSP, special unique school.

REMINDERS:

- Next Work Session, Budget 101 (5pm) – **Wednesday, March 2, 2022**
- Next Regular Session Board Meeting (6pm) – **Wednesday, March 2, 2022**
- Save the Date: OAESD’s Annual Spring Conference is scheduled for **March 9-11, 2022** at the beautiful Sunriver Resort.
- OAESD Governance Council - **March 9-11, 2022**

MEETING CLOSURE/ADJOURNED

With no further business Board Chair Starkel adjourned the meeting at 6:48pm.

**DRAFT to Board for Approval at next meeting:
March 2, 2022**

Tessa Bailey, Board Secretary

Board Chair Joan Starkel

Superintendent Shay Mikalson

Date

Date