



Jefferson County Education Service District

Jefferson Education Service District (ESD)

295 SW, Madras, Oregon 97741

APPROVED
03/04/2020

Board of Directors Meeting Minutes

February 5, 2020

ATTENDANCE: Chair Joan Starkel, Vice-Chair Kathy Marston, Marie Glenn, Daniel Petke, Dani Cowdrey, Jake Schwab, and Jamie McLeod-Skinner joined remotely via conference call.

ABSENT: Board Advisor and Barbara Ibrahim

WELCOME - REGULAR SESSION / BUSINESS MEETING

OATH OF OFFICE – Jacob Schwab took the oath of office to fill the vacant position #2, (Culver) as appointed by the board at the January 8, 2020 board meeting. Jacob was welcomed by the board.

AGENDA ADOPTION

Vice-Chair Kathy Marston moved to adopt the agenda as presented, seconded by Dani Cowdrey – **Approved 7/0.**

PRESENTATIONS / REPORTS

- **Teacher of the Year Update** – Superintendent Parshall shared the Teacher of the Year 2021 update. Fifteen (15) nominations from the Jefferson County region and a total of 493 applicants.

Discussion took place regarding a future special meeting and/or sub-committee to come together to review the Teacher of the Year 2021 applicants and narrow it down to take before the board. Superintendent Parshall said he will bring more information regarding the process to next month's board meeting.

- **Local Service Plan Update** – Superintendent Parshall shared the update on the Local Service Plan. Jefferson County 509-J passed the LSP at their board meeting on January 13, 2020; Black Butte is scheduled to take it before their board on February 11th; Ashwood is scheduled to take it before their board on February 12th Culver is scheduled to take it before their board on February 13th. If all goes as scheduled, we will make the March 1st deadline.
- **Student Success Act (SSA) Update** – Superintendent Parshall shared an update on the Student Success Action; he informed the board that a group met from Ashwood; 509-J and Culver last week to go over the SSI application guidance. They plan to get together with Black Butte next week as they had a schedule conflict. The application guidance is

lengthy and complex. We have secured a grant writer with extensive experience to assist in the process. The application is due by April 15th and is to be passed by the districts prior to submission. Discussion took place regarding the process and projected timeline for application to receipt of the money.

- **Steve Rankin Memorial Grants** - Discussion on how to proceed with this year's program took place. Superintendent Parshall suggested the board review the documents from last year and make suggestions via email and Tessa can come with a tally of suggestions to bring to the next meeting for the board to make their decisions on how to proceed.
- **Policy Updates – Potential work session (March 4, 2020 @5pm)**
 - Previous 2nd & FINAL reading (no action taken in January), **Sections A/B (Board Governance & Operations) and Section C (General Administration)** resubmitted tonight. Superintendent Parshall explained that we researched to answer questions from last meeting regarding potential policies governing a sovereign nation. He shared that we contacted OSBA and he also contacted the Superintendent of Umatilla. He shared that there is nothing mandated but there was information about the tribal flag being displayed if requested.
 - Previous 1st Reading, **Sections D (Fiscal Management) & Section E (Support Services)** – Superintendent Parshall informed the board that sections D & E will not be brought to the board this evening; they will be brought to the policy update work session to allow for more time to review and discussion during the meeting.
 - Pending, **OSBA policy updates – November 2019** (per 2019 legislative updates effective January 2020) – Superintendent Parshall shared that the OSBA policy updates from November 2019 will also be brought to the policy update work session to allow for more time to review and discussion during the meeting.

Jamie McLeod-Skinner submitted the following comments regarding the board policy review updates:

Policies that may impact tribal members

I appreciate the discussion during our last meeting about the potentially unique aspects of policies that impact the tribal communities served by our ESD and the Warm Springs Confederated Tribes as a sovereign nation. My thanks to our staff for their additional research.

I suggest that we separate out any policies that may involve any unique issues for our tribal students and the Warm Springs Confederated Tribes, and discuss them separately during a study session next month. That way, we ensure that we're developing the best policies for all of the students that we serve.

Otherwise, with the exception of the sustainability policy (mentioned below) I support us moving forward on the other proposed policies.

Sustainability policy

While I appreciate the rationale provided for removing this policy, I support keeping EDDA – Sustainability as part of our policies.

It was clarified that the sustainability policy is not going forward tonight – that policy is in the section that will go to the board for the work session and meeting next month.

HEARING OF CITIZENS, DELEGATIONS AND STAFF MEMBERS

The Board of Directors reserves this time for citizens to speak to the Board; because time is limited, as a standard practice, as a courtesy to others and to maintain our meeting schedule, guests will be allotted three minutes to speak. If you have a group attending regarding the same topic, you will need to appoint one speaker. Each person wishing to speak will have signed in at the beginning of the meeting to be recognized.

There were no comments presented this evening.

ACTION ITEMS

1.) Consent Agenda

1. Approval January 8, 2020 DRAFT Meeting Minutes
2. Personnel Action (if any) – *there were no personnel actions.*
3. Accounts Payable (January)

Kathy Marston moved to approve the consent agenda as presented, seconded by Jamie McLeod Skinner – **Approved 7/0.**

2.) 2nd & Final Reading of Policies (listed)

PROPOSED Policy Updates – 2nd & FINAL Reading

A/B - Board Governance and Operations

Policy	Title	Recommendation / Proposal
AC	Non-Discrimination	Remove JCESD / Replace with OSBA Update - July 2019
AC AR	Discrimination Complaint-Grievance Procedure	Add - OSBA Update, July 2019
ACA	Americans with Disabilities Act	Keep JCESD, readopt w/new date 2019/2020
AE	District Goal Setting	Keep JCESD, readopt w/new date 2019/2020
AE AR	Service Goals	Keep JCESD, readopt w/new date 2019/2020
BB	Board Legal Status	Keep JCESD, readopt w/new date 2019/2020
BBA	Board Powers and Duties	Keep JCESD, readopt w/new date 2019/2020
BBAA	Individual Board Member's Authority and Responsibilities	Keep JCESD, readopt w/new date 2019/2020
BBAB	District Boundary Board	DELETE

PROPOSED Policy Updates – 2nd & FINAL Reading CONTINUED

BBAB-AR	Boundary Change Procedures	DELETE
BBB	Board Elections	Keep JCESD, readopt w/new date 2019/2020
BBB-AR	Advisory Board Members	Keep JCESD, readopt w/new date 2019/2020
BBBA	Board Member Qualifications	Keep JCESD, readopt w/new date 2019/2020
BBD	Board Member Removal from Office	Keep JCESD, readopt w/new date 2019/2020
BBE	Vacancies on the Board	Keep JCESD, readopt w/new date 2019/2020
BBF	Board Member Standards of Conduct	Keep JCESD, readopt w/new date 2019/2020
BBFA	Board Member Ethics – Conflict of Interest	Remove JCESD / Replace with HDESD 2019/2020
BBFB	Board Member Ethics – Nepotism	Remove JCESD / Replace with HDESD 2019/2020
BCB	Board Officers	Keep JCESD, readopt w/new date 2019/2020
BCD	Board-Superintendent Relationship	Keep JCESD, readopt w/new date 2019/2020
BCF	Advisory Committees to the Board	Keep JCESD, readopt w/new date 2019/2020
BD/BDA	Board Meetings Board Regular Meetings	Remove JCESD / Replace with HDESD 2019/2020
BDB	Special and Emergency Board Meetings	DELETE
BDC	Executive Sessions	DELETE
BDC-AR	Executive Sessions - News Media	DELETE
BDD	Board Meeting Procedures	DELETE
BDDC	Board Meeting Agenda	Remove JCESD / Replace with HDESD 2019/2020 – (*refer to Daniel's comments)
BDDD	Quorum at Board Meetings	Keep JCESD, readopt w/new date 2019/2020
BDDG	Minutes of Board Meetings	Keep JCESD, readopt w/new date 2019/2020
BDDH	Public Participation in Board Meetings	Remove JCESD / Replace with HDESD 2019/2020
BDDH-AR	Public Participation in Board Meetings	Add - HDESD BDDH-AR
BF	Policy Development, Adoption, Revision	Keep JCESD, readopt w/new date 2019/2020
BFC	Adoption and Revision of Policies	Keep JCESD, readopt w/new date 2019/2020
BFCA	Administrative Regulations	Keep JCESD, readopt w/new date 2019/2020
BFD	Board Policy Implementation	Remove JCESD / Replace with HDESD 2019/2020
BFG	Board Policy Review	Remove JCESD / Replace with HDESD 2019/2020
BG	Board-Staff Communications	Keep JCESD, readopt w/new date 2019/2020
BHD	Board of Director Compensation and Expense Reimbursement	Remove JCESD / Replace with HDESD 2019/2020
BI	Board Legislative Program	Keep JCESD, readopt w/new date 2019/2020
BI-AR	Board Legislative Program	Keep JCESD, readopt w/new date 2019/2020

PROPOSED Policy Updates – 2nd & FINAL Reading CONTINUED

C - General Administration

CB	Superintendent	Keep JCESD, readopt w/new date 2019/2020
CBA	Qualifications and Duties of Superintendent	Remove JCESD / Replace with HDESD 2019/2020
CBB	Recruitment and Appointment of the Superintendent	Keep JCESD, readopt w/new date 2019/2020
CBC	Superintendent's Contract	Keep JCESD, readopt w/new date 2019/2020
CBG	Evaluation of the Superintendent	Keep JCESD, readopt w/new date 2019/2020
CC	Administrative Organization	Keep JCESD, readopt w/new date 2019/2020
CCB	Line and Staff Relations	Keep JCESD, readopt w/new date 2019/2020

Discussion took place regarding the 2nd & FINAL reading of sections A, B and C.

Daniel Petke noted that the policies that we are recommending replacing with the High Desert ESD (HDESD) language, that we are very clear that the “High Desert ESD” will be replaced with “Jefferson County ESD”. Also make sure that the not in the summary that we are not deleting the policy but we ware updating or adopting new language on the policy.

*Daniel Petke also commented on policy BDDC (Board Meeting Agenda) regarding the ‘at least three full days’ noted in the policy and suggested changing it to at least 48 hours in advance in order to be sure we allow for more time if needed and are in compliance. Discussion took place regarding the boards thoughts about changing this to reflect Daniel’s suggestion.

*Daniel Petke moved to approve the policy updates (sections A, B and C) with the correction to BDDC to read ‘to agenda materials 48 hours prior to the meetings’ and all changes to the HDESD changed to JCESD, seconded by Marie Glenn. – **Approved 7/0.**

BOARD HIGHLIGHTS

- Daniel Petke expressed a special welcome Jake Schwab – having another man on the board is nice - nice diversity.
- Dani Cowdrey, said the meeting a few weeks ago on SIA (Sara, Sharon, Dani) was good and she appreciated the time.

REMINDERS

- Board work session (policy updates) March 4, 2020 @5pm
- Next board meeting March 4, 2020 @6pm

Planning ahead – Mark Your Calendars:

- **July 10-12, 2020** – OSBA Summer Board Conference, Bend - Riverhouse

MEETING CLOSURE/ADJOURNED

With no further business Board Chair Joan Starkel adjourned the meeting at 6:47pm

**DRAFT to Board for Approval at next meeting:
March 4, 2020**

Tessa Bailey, Executive Assistant

Joan Starkel, Board Chair

Ken Parshall, Superintendent

Date

Date