



# Jefferson County Education Service District BOARD MEETING MINUTES

**Thursday, March 4, 2021**

## MEETING LOCATION:

Due to Governor Brown's order to "Stay Home – Save Lives"  
this meeting will take place virtually via ZOOM:

## **REMOTE ACCESS ONLY**

Topic: JCESD Board Meeting 20210304

Time: Mar 4, 2021 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/86744345234?pwd=RUNsMUJHN0RwaERuOUFKa3lsbTRhdz09>

Meeting ID: 867 4434 5234 Passcode: 975527

Phone (253) 215-8782 US (Tacoma)

Meeting ID: 867 4434 5234

Passcode: 975527

**2020/2021 Board Members:** Chair Jamie McLeod-Skinner; Vice-Chair Kathleen Marston; Joan Starkel, Daniel Petke, Dani Cowdrey, Marie Glenn, Jake Schwab, Board Advisor Barbara Ibrahim

*Notice: These minutes were taken via dictation from electronic recording provided by the meeting host, the Board Secretary was not present during the meeting. The actual meeting recording erroneously was not captured until Action Item E (Requested change to Steve Rankin mini-grant by Courtney Poindexter). Once recording took place Board Chair Jamie McLeod-Skinner summarized the votes and stated they were unanimous (with noted board member absences due to internet issues), however none of the deliberation or the record of who made the motion and who seconded the motion were captured via the electronic recording device until Action Item E on the agenda. This information is provided for the record due to the fact that formal minutes were not captured at the meeting.*

## **WELCOME - REGULAR SESSION / BUSINESS MEETING / PLEDGE OF ALLEGIANCE / ROLL CALL**

**ATTENDANCE:** Board Chair Jamie McLeod-Skinner; Joan Starkel, Daniel Petke, Dani Cowdrey and Jake Schwab

**ABSENT:** Vice-Chair Kathy Marston. *Dani Cowdrey joined late (entered meeting at consent agenda) and Jake Schwab had connectivity issues resulting in intermittent attendance (missing the vote on Action items 5 A and 5 B).*

## **AGENDA ADOPTION**

Board Chair reported motion to adopt the agenda passed unanimously – **Approved 4/0** (*Dani Cowdrey was absent during vote/joined late due to internet issues*).

---

## COMMUNICATION / PRESENTATIONS / REPORTS

- 2022 Regional Teacher of the Year
- Superintendent Search update

Reports were presented by Superintendent Parshall.

## HEARING OF CITIZENS, DELEGATIONS AND STAFF MEMBERS:

**Written Comment:** *The JCESD Board will 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 Thursday, March 4, 2021 and will be read during the public comment section of the virtual meeting. Thank you for your understanding and cooperation.*

**(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.*

There were no comments presented for the evening.

## ACTION ITEMS

### A. Consent Agenda

1. Approval of **February 4, 2021** Meeting Minutes
2. Financials (January 2020)
3. Accounts Payable Vouchers

Board Chair reported the motion to approve, the consent agenda as presented passed unanimously – **Approved 4/0** (*Jake Schwab not present for vote due to internet connection*).

### B. **Personnel Action:**

#### **Renewals, Non-Renewals, Extensions & Non-Extensions of Contracts**

Board Chair reported the motion to approve, the Personnel Action of Renewals, Non-Renewals, Extensions & Non-Extensions of Contracts passed unanimously – **Approved 4/0** (*Jake Schwab not present for vote due to internet connection*).

### C. **OAESD Officer Council – Elections 2021-22**

Chair-Elect: Linda Brown, Board Member, Clackamas ESD, has been nominated by the CESD Board and has agreed to serve. President-Elect: Tonja Everest, Superintendent, LBL ESD has been nominated and has agreed to serve.

---

Board Chair reported the motion to nominate Linda Brown (Chair-Elect) and Tonja Everest (President-Elect) passed unanimously – **Approved 5/0.**

**D. Resolution 23-03, Appropriation Transfer for Behavior Program**

Board Chair reported to approve, Resolution 23-03, Appropriation Transfer for Behavior Program, passed unanimously – **Approved 5/0.**

**E. Requested change to Steve Rankin mini-grant – Courtney Poindexter**

Superintendent Ken Parshall explained the requested change to Steve Rankin mini-grant from Courtney Poindexter and provided the options. Discussion took place regarding the request. Board Chair asked if the money is available for request for the slight increase; confirmed by Superintendent Parshall.

Joan Starkel motioned to allow for a slight increase of the grant request (increase to \$520) for Courtney Poindexter to make the purchase of two Chromebooks, seconded by Jake Schwab – **Approved 5/0.**

**F. Screening Committee for new JCESD Superintendent**

Superintendent Ken Parshall explained the options for the board to screen the applications for the JCESD Superintendent position. Board Chair clarified the options and whether the full board will be in the interview process. The board discussed and the consensus is to have the full board screen up to six applicants; if there are more than six applicants the screening committee (two to three board members and a staff member) should narrow it down. Joan Starkel, Jake Schwab and Jamie McLeod-Skinner volunteered for the screening committee.

Joan Starkel motioned that screening of the JCESD Superintendent applications will be screened by the entire board if there are six or fewer applicants; if there are more than six applications the committee will exist of Joan Starkel, Jake Schwab and Jamie McLeod-Skinner, seconded by Dani Cowdrey; motion passed – **Approved 5/0.**

**BOARD HIGHLIGHTS**

- Reminder to those interested, they need to file for ESD Board elections by March 19, 2021 deadline.
- Black Butte School attended the State championships in Alpine Skiing at Mt. Hood.
- Thankful to have the kids back in school.

**REMINDERS:**

- 2021 Special District Election, May 18, 2021 - *last day to file, **March 19, 2021***
- JCESD Superintendent application deadline – **March 31, 2021**
- 1<sup>st</sup> Budget Committee Meeting – **April 15, 2021**
- 2<sup>nd</sup> Budget Committee Meeting – **April 22, 2021**

---

CFO Martha Bewley confirmed that the Budget Committee Board meetings will take place virtually via Zoom.

**MEETING CLOSURE/ADJOURNED**

Board Chair adjourned the meeting.

**DRAFT to Board for Approval at next meeting:**  
**April 15, 2021**

\_\_\_\_\_  
*Dictated as presented by:*  
Tessa Bailey, Executive Assistant

\_\_\_\_\_  
Jamie McLeod-Skinner, Board Chair

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date