



Jefferson County Education Service District
REGULAR SESSION BOARD MEETING
MINUTES

Thursday, June 3, 2021

REMOTE ACCESS ONLY



Topic: 20210603 JCESD Board Work Session and Meeting

Time: Jun 3, 2021 05:00 PM Pacific Time (US and Canada)

Join Zoom Meeting:

<https://us02web.zoom.us/j/81096605167?pwd=anpQOWRYSTFOUmtmcmJOTXRnU1RWUT09>

Meeting ID: 810 9660 5167 Passcode: 728616

Phone 253) 215-8782 US (Tacoma) Meeting ID: 810 9660 5167

Passcode: 728616

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

REGULAR SESSION BOARD MEETING (6PM)

WELCOME - REGULAR SESSION / PLEDGE OF ALLEGIANCE / ROLL CALL

Board Chair Jamie McLeod-Skinner called the meeting to order at 6:03pm followed by the Pledge of Allegiance and roll call.

ATTENDANCE: Board Chair Jamie McLeod-Skinner; Vice Chair Kathleen Marston; Joan Starkel; Daniel Petke, Dani Cowdrey and Marie Glenn; Board Advisor Barbara Ibrahim

ABSENT: Joan Starkel and Jake Schwab

AGENDA ADOPTION

Kathy Marston motioned to adopt the agenda as presented, seconded by Dani Cowdrey; motion passed unanimously – **Approved 5/0.**

COMMUNICATION / PRESENTATIONS / REPORTS

• **Welcome/Introduction of New Superintendent Shay Mikalson**

Superintendent Ken Parshall introduced new incoming Superintendent Shay Mikalson, sharing that he feels he will be leaving the position in good hands and really pleased with the quality of candidates, and feels the board made a good decision. Shay Mikalson shared his excitement to be coming in as the new superintendent and has seen the work of Ken Parshall for many years and feels honored to be coming in after his leadership.

- **Farewell / Appreciation for outgoing Superintendent**

A retirement certificate signed by Board Chair Jamie McLeod Skinner was presented to Superintendent Ken Parshall for his dedicated service. Superintendent Ken Parshall shared how grateful he is to have had the opportunity to work with such a good Board; this has been the most difficult year of his career and he looks forward to the break as he heads into retirement.

- **JCESD Board Election Results – new board members next month**

Announcement was made that our Board Advisor Barbara Ibrahim will be officially on the JCESD Board next month for position 5 (at-large) as well as Raylene Thomas, position 4 (Madras) and a write-in candidate that will be announced at the end of the month.

- **Farewell / Appreciation for outgoing board members:**

- ~~Jake Schwab~~ (*absent*)
- **Kathy Marston**
- **Marie Glenn**

Certificates of Appreciation signed by Board Chair Jamie McLeod-Skinner and Superintendent Ken Parshall were presented to the outgoing board members for their hard work and dedication. Marie Glenn was also honored (via a surprise) with a plaque (made by a fellow board member's spouse) presented by her husband Dave Glenn for her thirty-two+ years of hard work and dedication to public service.

- **Regional Teacher of the Year Announcement**

Superintendent Ken Parshall announced that Jill Plant, WSK8 music teacher is the 2022 Regional Teacher of the Year; there is more information in the board packet.

- **Steve Rankin Memorial – thank you (from Kim Bezdek & Jill Chapman, Culver)**

A thank you letter and button (pin) for each board member was presented as a thank you for last year's award from Kim Bezdek & Jill Chapman, Culver.

- Steve Rankin Memorial Grant follow-up presentation 20/21 (Christine Van atta)

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 Thursday, June 3, 2021 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 not comments submitted this evening.

ACTION ITEMS

A. Consent Agenda

1. Approval of **May 6, 2021** Meeting Minutes
2. Personnel (if any)
3. Financials (April 2021)
4. Accounts Payable Vouchers

Dani Cowdrey motioned to approve the consent agenda as presented, seconded by Kathy Marston; motion passed unanimously – **Approved 5/0.**

B. Adopt the OSBA Policy Updates, April 2021 (Vol. 64 No. 3 esd) – 2nd & FINAL Reading

1. CBA – Qualifications and Duties of the Superintendent, Optional
2. IIBGA-Electronic Communications Systems, Required
3. IIBGA-AR – Electronic Communications System, Required
4. ~~INDB – Flag Displays and Salutes, Optional~~ [Not needed at the ESD, they are at our schools]
5. JGA – Corporal Punishment**, Optional

Kathy Marston moved to adopt the OSBA Policy Updates, April 2021 as presented in this 2nd and final reading, seconded by Marie Glenn; motion passed unanimously - **Approved 5/0.**

C. 2021/2022 JCESD Board Meeting Calendar – 1st Wednesday of the month

The board discussed the proposed calendar and decided the July meeting will be a virtual meeting. Dani Cowdrey motioned to approve the 2021/2022 board meeting calendar as presented, seconded by Kathy Marston; motion passed unanimously – **Approved 5/0.**

D. 2022/2023 Budget Calendar

Superintendent Parshall and CFO Bewley confirmed that the pertinent budget calendar dates coincide with the board meeting calendar that was presented. Dani Cowdrey motioned to approve the 2022/2023 budget calendar as presented, seconded by Kathy Marston; motion passed unanimously – **Approved 5/0.**

E. Resolution 22-01, Annual Procedures

Kathy Marston motioned to approve Resolution 22-01, Annual Procedures as presented, seconded by Dani Cowdrey; motion passed unanimously – **Approved 5/0.**

F. 2020-2021 Superintendent Evaluation Approved

Dani Cowdrey motioned to approve the 2020-2021 Superintendent Evaluation as presented, seconded by Marie Glenn motion passed unanimously – **Approved 5/0.**

G. JCESD Staff Handbook

Board Chair Jamie McLeod-Skinner asked if there were any questions or concerns from JCESD staff regarding the updates to the JCESD staff handbook. Superintendent Parshall stated there has been no feedback from staff as the updates were just general housekeeping.

Kathy Marston motioned to the JCESD Staff Handbook as presented, seconded by Dani Cowdrey; motion passed unanimously – **Approved 5/0.**

H. PERS Bonds

CFO Martha Bewley presented the options for the PERS Bonds. A lengthy discussion took place regarding the options; the possibility of a follow-up special meeting to discuss further; the availability of outgoing Superintendent Parshall and that CFO Martha Bewley will not be available due to other commitments.

After further discussion and clarifications Daniel Petke stated he is comfortable with making a motion to proceed with Pension Obligation Bonds Recommendation option #1 as presented by CFO Martha Bewley, seconded by Marie Glenn; motion passed unanimously – **Approved 5/0.**

I. Approve Steve Rankin Memorial Grants Awards

Discussion took place regarding the Steve Rankin Memorial Grants tallied results that took place during the work session; award the top nine (9) scored/rated applicants: (#1-Kindergarten Garden, #9-Elementary Music Positivity Materials, #2-Entrepreneurship in Action, #5 Elementary Music Positivity Materials, #8-Elementary Music Positivity Materials, #6-Community Project; #11-STEM Unit, #3-Fishing Lures/Teach Fish clean & cook culinary & #7-Activity “Kits” for students fine motor skills); adjust number 5 to \$500 and number 11 to \$700 (with a letter explaining the decision as to be clear this decision is for this year only as to not encourage applicants to go above the \$500 limit in the future) and carry over \$300 to next year.

Kathy Marston motioned to approve the Steve Rankin Memorial Grant Awards as discussed, in the amount of \$4,700 carrying over \$300 for next year, seconded by Dani Cowdrey; motion passed unanimously – **Approved 5/0.**

BOARD HIGHLIGHTS

- Black Butte has an Open House for the playground.
- Black Butte is looking for a substitute bus driver.
- Marie Glenn expressed her gratitude for the experience of being on the board so many years.
- Board Chair Jamie McLeod-Skinner said thank you to Superintendent Parshall and outgoing board members.

REMINDERS:

- Next Board Meeting – **Wednesday, July 7, 2021**
 - Nominations/ of new board officers (Chair and Vice-Chair)
 - Oath of office for new board members
- OSBA Virtual Summer Conferences 2021 – Registration NOW OPEN
<http://www.osba.org/Calendar/UpcomingEvents.aspx>
 - School Board Essentials - **Friday, July 9, 2021 (8am-4pm)**
 - Empowering Youth Voices – **Saturday, July 10, 2021 (9am-4:30pm)**
 - Board Leadership and Administrative Professionals Workshop – **Friday, July 23, 2021 (8am-1pm)**
 - Raising the Equity Question – **Saturday, July 24, 2021 (8am-4pm)**

MEETING CLOSURE/ADJOURNED

With no further business Board Chair Jamie McLeod-Skinner adjourned the meeting at 7:55pm.

**DRAFT to Board for Approval at next meeting:
July 7, 2021**

Tessa Bailey, Board Secretary

Board Chair

Superintendent

Date

Date