



Jefferson County Education Service District

Wednesday, August 4, 2021

REMOTE ACCESS ONLY

Topic: 20210804 JCESD Board Workshop and Meeting
Time: Aug 4, 2021 05:00 PM Pacific Time (US and Canada)
Join Zoom Meeting

<https://us02web.zoom.us/j/81575500800?pwd=RkduQmVmMHdaVjZ3OEwwQWRlY0Rydz09>

Meeting ID: 815 7550 0800 Passcode: 833912

Phone: (253) 215-8782 US (Tacoma)

Meeting ID: 815 7550 0800 Passcode: 833912

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

REGULAR SESSION BOARD MEETING

MINUTES

WELCOME - REGULAR SESSION / PLEDGE OF ALLEGIANCE / ROLL CALL

Board Chair Joan Starkel called the meeting to order at 6:10pm (following the board work session) followed by the Pledge of Allegiance.

ATTENDANCE: Chair Joan Starkel, Jamie McLeod-Skinner, Dani Cowdrey, Barbara Ibrahim,, Raylene Thomas, and Chelsey Huttinga

ABSENT: Daniel Petke

AGENDA ADOPTION

Dani Cowdrey motioned to adopt the agenda as presented, seconded by Jamie McLeod-Skinner; motion passed unanimously – **Approved 6/0**.

OATH OF OFFICE FOR NEW BOARD MEMBERS

Board Chair Joan Starkel presented the Oath of Office to newly elected (write-in) board member Chelsey Huttinga, for Postion 2, Culver – two year term.

COMMUNICATION / PRESENTATIONS / REPORTS

a) Ready Schools Safe Learners (RSSL) update

Superintendent Shay Mikaleson shared an update on the recent Governor's mask mandate including information from Ready School, Safe Learners Resiliency Framework

for the 2021-22 School Year and clarified that schools must ensure that all individuals, including but not limited to staff, students, contractors and visitors wear a mask, when in an indoor setting.

A board member asked about the JESD's stand for those who may not follow the mandate. Superintendent Mikaleson explained the potential penalties, and stated as the Chief Executive Officer he expects our JCESD to follow the mandate. A lengthy conversation continued about the challenge of continual changes/updates and how the board can best serve and support our component districts (and staff) to best serve the students and families as they navigate the updates from the Oregon Health Authority; Oregon Department of Education and the Governor of Oregon during this pandemic.

b) OAESD update

Superintendent Mikaleson shared meeting dates for upcoming OAESD meetings and explained later in the meeting (action items) there will be an opportunity for nominations for an OAESD Board Representative. Superintendent Mikaleson shared that Jamie McLeod-Skinner expressed an interest in being the OAESD Board Representative for JCESD.

c) Updated 2021-2022 Local Service Plan

Superintendent Mikaleson shared the updated Local Service Plan and explained the changes reflected are: the new superintendent, new board members and the 2022-23 budget calendar. There were also noted changes to update the proper contact for Black Butte School District and to add the new 509J superintendent.

d) Local Service Plan proposed calendar for 2021/2022 (2022/23 LSP)

Superintendent Mikaleson explained the LSP proposed calendar as we prepare for the 2022/23 Local Service Plan. The proposed calendar is an action item later in the meeting.

e) Board Work Sessions / Updated Proposed Calendar

Superintendent Mikaleson explained that three proposed work sessions were added to the board calendar (September, October and November) to cover some important information for a new superintendent and new board members, such as: board roles and responsibilities; board goals and the superintendent evaluation process. He explained that the board will have the opportunity to approve or request changes to this proposed calendar later in the meeting.

f) PERS Pension Bond Update

CFO Martha Bewley presented on the PERS Pension Bond and stated to new board members, if any of them have questions or would like her to explain in more detail she is happy to explain in further detail.

Discussion took place about potential plans/goals for the savings incurred with this update. Superintendent Mikaleson and board members expressed gratitude for CFO Bewley's hard work on this.

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, August 4, 2021 and will be read during the public comment section of the virtual meeting. Thank you for your understanding and cooperation.

There were no comments submitted this evening.

ACTION ITEMS

A. Consent Agenda

1. Approval of **July 7, 2021** Meeting Minutes
2. Personnel (if any)
3. Accounts Payable Vouchers

Jamie McLeod-Skinner motioned to approve the consent agenda as presented, seconded by Barbara Ibrahim; motion passed unanimously – **Approved 6/0.**

B. Casey Terada Engagement Letter

CFO Martha Bewley explained the engagement letter.

Jamie McLeod-Skinner motioned to approve the Casey Terada Engagement Letter as presented, seconded by Dani Cowdrey; motion passed unanimously – **Approved 6/0.**

C. OAESD Board Representative

Board Chair Joan Starkel opened for nominations.

Board Chair Joan Starkel said she would like to appoint Jamie McLeod-Skinner as the JCESD OAESD Board Representative, seconded by Raylene Thomas; motion passed unanimously – **Approved 6/0.**

D. 2021-2022 Staff Handbook

CFO Bewley explained that the change in the handbook reflects the update to the recent bargained/approved COLA. Board Chair Joan Starkel clarified that the handbook was approved

previously, and the only update is the COLA update. CFO Bewley confirmed – correct.

Jamie McLeod-Skinner motioned to approve the update for the 2021-2022 Staff Handbook addendum to include COLA, seconded by Dani Cowdrey; motion passed unanimously – **Approved 6/0**.

E. Local Service Plan proposed calendar 2021/2022

Superintendent Shay Mikalson explained the proposed Local Service Plan calendar 2021/2022 (reflected on page 22 of the board packet) for the development of the 2022-2023 Local Service Plan.

Discussion took place about potential feedback from component districts (as the superintendent implements the process for the new 2022-2023 Local Service Plan) and whether the board could revisit the timeline (if needed) after those discussions. Superintendent Mikalson clarified that he appreciates and respects the new perspectives and ideas of our board members as we work to develop the new Local Service Plan for 2022-2023, and reminded them that ultimately the plans need to be approved by our component school districts; this timeline is for next year's Local Service Plan, and the board will certainly be informed of the process and have an opportunity for further discussion resulting from those conversations as we proceed.

A brief conversation took place about potential grant opportunities for Jefferson County ESD to increase our capacity to serve our districts as they continue to serve students and families in their districts.

Dani Cowdrey motioned to approve the calendar for the 2022-2023 Local Service Plan, seconded by Jamie McLeod-Skinner; motion passed unanimously – **Approved 6/0**.

BOARD HIGHLIGHTS

- Thank you to staff for working diligently through the summer. Thank CFO Martha Beweley for getting the audit done so quickly.
- Thank Tessa for making the welcome as a new board member and keeping us updated and informed.
- OSBA had a great virtual summer conference with some great discussions on equity.
- There are other great resources for board members to learn online via webinars (link shared in the chat): <http://www.osba.org/Calendar/Webinars.aspx>
- Advisory board member positions are vacant – maybe we can have a discussion regarding these opportunities on a future agenda.
- A brief explanation of how money comes through the community-care-organizations and they have a process to apply to use it. There may be opportunities for JCESD to apply in the future.
- Thank you Superintendent Mikalson for the invitation to welcome back for our staff on August 31, 2021.

REMINDERS:

- Next Board Meeting – **Wednesday, September 1, 2021** *[potential work session first]*
- OAESD Superintendent & Board Summit - **November 11, 2021**, location and time TBD.

MEETING CLOSURE/ADJOURNED

With no further business the meeting Board Chair Joan Starkel adjourned the meeting at 7:20pm.

DRAFT to Board for Approval at next meeting:
September 1, 2021

Tessa Bailey, Board Secretary

Board Chair Joan Starkel

Superintendent Shay Mikalson

Date

Date