



**Jefferson County Education Service District
BOARD OF DIRECTORS MEETING MINUTES**

Wednesday, September 2, 2020

6:00PM

Board 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 20200902

Time: Sep 2, 2020 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85867916433?pwd=R0JweWpaQXRzV2ZUbDIUYmYwUkk3Zz09>

Meeting ID: 858 6791 6433

Passcode: 283218

Phone: (253) 215-8782

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Passcode: 283218



ATTENDANCE: Chair Board Chair Jamie McLeod-Skinner; Vice-Chair Kathy Marston; Joan Starkel; Daniel Petke; Marie Glenn; Jake Schwab; Dani Cowdrey (*entered at 6:08pm*)

ABSENT: ~~Dani Cowdrey~~ (*entered at 6:08pm*) and Board Advisor Barbara Ibrahim

WELCOME - REGULAR SESSION / BUSINESS MEETING – Pledge of Allegiance

Board Chair Board Chair Jamie McLeod-Skinner welcomed attendees and reminded them of the importance of this part of the meeting - it is one of those opportunities that despite any difference we may have, we are still one nation – even in the midst of challenging times of social unrest and political conflict we still have this thing that unites us all, and many people have sacrificed so we have this right to stand together. We joined together for the Pledge of Allegiance.

AGENDA ADOPTION

Board Chair Jamie McLeod-Skinner requested that we add an action item E to the agenda to include the public statement language (a thank you on behalf of the JCESD Board of Directors) to discuss individual members input and finalize a statement. Also asked, point of privilege to add to the end of the Communication / Presentations / Reports section an item 3 – an award presentation; and asked if there are any other proposed changes or a motion on the agenda.

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Marie Glenn motioned to approve the agenda with the additions, seconded by Daniel Petke; motion passed unanimously – **Approved 6/0** (*one member entered at 6:08pm*).

COMMUNICATION / PRESENTATIONS / REPORTS

- Communication - OSBA Elections, Nominations are open (info from OSBA on 8/24)
- Re-opening Schools Report – “Ready Schools, Safe Learners”
 - Three Models
 - Component Districts
 - Small Groups
 - PPE Distribution
 - Special Services (*Barbara Garland*)
 - Technology Services (*David Hicks*)
- **Award presentation (added)**

Due to technical difficulties resulting in the absence of audio on Superintendent Parshall for the beginning of the Communication / Presentations / Reports, Board Chair McLeod-Skinner requested that Barbara Garland speak on the special services.

Barbara Garland reported about Culver’s decision to adopt the Comprehensive Distance Learning but opted to use one of the exceptions for limited onsite learning. Also, Ashwood is open for onsite for learning because they had no cases of COVID-19 and Black Butte School is still considering and assessing the options at this time. She reported about JCESD with guidance from the State received on August 11th and 12th that stated that when school opens, all the special education mandates will be going forward; she reminded of the initial closer in March that all the evaluations that were in process were halted. She summarized that due to the health metrics and school closers at the Jefferson County School District the ESD is being turned into an evaluation center and case managers scheduling evaluations keeping all guidelines (OHA, OSHA, ODE, CDC, and others) in mind with personal protective equipment (PPE) on hand. Secretarial staff will be coordinating the schedules and managing the evaluation rooms for the appointment in order to support all the schools (as they reinvent, reorganize and reenergize) for special education in order to meet the need that was unforeseen.

Joan Starkel asked how will the Speech Pathologists be assessing – is it on Zoom, packets, or do they meet in person; Special Services Director Barbara Garland explained that it depends on the district, depending on the circumstances because each district is different, some are tele-reporting, some packets, Google meeting and some can be in person.

Joan Starkel asked if the psychologists will be able to utilize the evaluation rooms at the ESD; Special Services Director Barbara Garland explained that yes, they will be able to utilize the rooms and all of them are learning more about technology as well.

Superintendent Parshall apologized for the technical difficulties and shared his report on the Re-opening Schools Report. He explained the Jefferson County health metrics and the need to remain under 5% to be able to return to an onsite learning model; so until then we are currently in a comprehensive distance learning model at the Jefferson County School District. He shared that

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Ashwood qualified as an exception as a remote small population – they have been approved to have a small onsite model. Superintendent Parshall asked Daniel Petke to speak to what is taking place for Black Butte School District. Daniel Petke explained that they are hoping for an answer tomorrow (clear on the health metrics) and if so, may start the week of the September 14th.

Superintendent Parshall also explained about potential plans for limited small group instruction – allowing for groups of ten or less for two hours to come together for limited instruction.

Superintendent Parshall informed the group that Oregon Department of Education supplied face coverings and shields for students and staff of all districts and distributed to the local ESD to be delivered to: Culver, Ashwood, Black Butte and JCSD 509J.

Technology Director David Hicks explained that the technology department is shifting gears as quickly as possible with the late breaking news about all distance learning. He explained the various challenges of getting students setup for distance learning in all the districts at various capacities. The biggest challenge for the technology department at this time is providing devices for students of Jefferson County – the technology group has managed to take apart every Chromebook cart in the district and assemble about 2,100 Chromebooks and have spent this week (running 1:00-7:00pm, by signup only) an event to come pick up Chromebooks and Hotspots. They have not wanted to send families home without knowing how to sign-in, setup and utilize their devices so they have managed personal one-on-one brief instruction (keeping in mind the social distancing and sanitizing with each instruction) to assist in the process. Once all the students are setup with devices they will quickly turn their attention to the usual student information work, basic software and working with teachers to make sure they have all they need for what they are doing.

Chair McLeod-Skinner said Jake asked a question (via chat) – “What are the districts doing to combat Google charging at the end of the month for Google Classroom?” David Hicks said they are currently looking at options right now. The department’s opinion as we’ve looked at the tools is Google Classroom is fantastic; Google Meet is workable (not highest end of video conferencing as far as tools for breakout rooms and participation controls) so we are balancing and considering the options based on the needs and costs (considering licensing costs, etc.) at this time and he explained some of the options they are considering. He shared that they are not jumping on any “one decision” at this time.

Conversation continued about what the other districts are doing in regard to Google Classroom, Google Meet and Zoom meetings.

Board Chair Jamie McLeod-Skinner asked David how they are handling the situations where there is no coverage – where the Hotspots don’t have WiFi access. Technology Director David Hicks explained that they have had conversations with buildings and families and explained these Hotspots are not the “magic bullet” we would like them to be; we selected them because they are portable – if there is a signal somewhere, at least they can take it with them. He shared - honestly, for some of our district we will have to face an offline reality for our kids and as we are working through this we will come up with ways to make it work (leverage some of the small group opportunities, do some offline work sharing work with drives, and we are doing the offline sync with all the Chromebooks so they can

download work they need to work on and access it offline some other time). David explained quite honestly this problem is not going to go away anytime soon – this is a large scale problem that needs to be addressed. He explained that he and the Superintendent have attended meetings with foundation groups in the area who are looking to work with the State on how we can deal with these situations, so it will come, but it will take time to navigate the hurdles; the Hotspots are our stop-gap measure.

Board Chair Jamie McLeod-Skinner asked if there are any extracurricular activities, or is that even an option right now. Superintendent Parshall summarized the details of the OSAA'S 2020-2021 School Activities Calendar. http://www.osaa.org/docs/osaainfo/OSAA_Media_Release_August_5.pdf

Board Chair Jamie McLeod-Skinner asked David to present the information regarding the OSBA elections on the screen for board reference. Superintendent Parshall shared that this information is informative only for board members that may be (or know of someone who may be) interested.

Board Chair Jamie McLeod-Skinner continued on to the agenda item that was added (*item 3, award presentation*) this evening as a surprise to share gratitude to staff.

Board Chair Jamie McLeod-Skinner co-presented with Joan Starkel to recognize the staff (and their staff) who have done an incredible job of supporting education in Jefferson County (for many years) but especially during this incredibly challenging time (public health threat; policy changes and all the changes that are evolving) – they wanted to acknowledge it with public service awards and allow other board members to weigh in as well.

Joan Starkel shared the Excellence in Public Service Awards:

For your dedication to our students, educators, support staff and families of Jefferson County. Despite the challenges of a global pandemic, you have been a champion for education and community health. Our grateful community thanks you.

The awards were presented remotely to: Superintendent Ken Parshall, Martha Bewley, David Hicks, Jay Patrick, Barbara Garland and Tessa Bailey. Various board members shared their comments of gratitude (saying thanks remotely via Zoom and the chat room) making sure to express that all staff are also recognized as part of the team effort.

Board Chair Jamie McLeod-Skinner informed the board that we have been utilizing the best practices for public comment for our Zoom meetings and explained the process as described in the statement on the agenda and online.

HEARING OF CITIZENS, DELEGATIONS AND STAFF MEMBERS:

*Due to the COVID-19 state-wide restrictions and Governor Brown's "Stay Home, Save Lives" order, the Jefferson County ESD 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 **Wednesday, September 2, 2020** 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 comment for this evening.

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ACTION ITEMS

Board Chair Jamie McLeod-Skinner requested that “not” be added to (page 7, 3rd paragraph) on the draft minutes from August 12, 2020 to state and clarify: *Chair Jamie McLeod-Skinner will follow up on Joan’s request in a manner that will **not** risk becoming a public meeting.*

A. Consent Agenda

1. Approval **August 12, 2020** (*rescheduled from August 5th*) Meeting Minutes
2. Accounts Payable
3. Personnel Action – (if any)

Jake Schwab motioned to adopt the consent agenda with the change modification to the minutes, seconded by Joan Starkel; motion passed – **Approved 7/0.**

B. Resolution #21-02, Resolution to accept donation, adopt budget and create spending authority for Accelerated College Credit Instructor Grant from Oregon Department of Education

Superintendent Parshall explained the resolution is a grant from the Oregon Department of Education; we applied for last spring and were initially informed it would be one of the grants that would be cut but the District received a grant in the amount of \$19,800 to increase the number of high school teachers qualified to teach Dual Credit courses. Joan Starkel asked how the districts will know that this was received, and superintendent Parshall said he will inform them.

Daniel Petke motioned to approved Resolution #21-02, Resolution to accept donation, adopt budget and create spending authority for Accelerated College Credit Instructor Grant from Oregon Department of Education; motioned passed – **Approved 7/0.**

C. Calendar to Develop the FY 2021-2022 Local Service Plan

Superintendent Parshall explained the calendar timeline to develop the FY 2021-2022 Local Service Plan. Daniel Petke requested that the request for the volunteers to assist be added to the agenda prior to the selection with an idea of how much time it will take for their involvement in the process.

Dani Cowdrey motioned to approve the Calendar to Develop the FY 2021-2022 Local Service Plan, seconded by Daniel Petke; motion passed – **Approved 7/0.**

D. Superintendent Contract Addendum (2% COLA)

Superintendent Parshall explained the contract addendum – they wish to modify the Superintendent Contract to eliminate the payment in lieu of PERS made to employee under section 3(A) and provide the 2% Cost of Living Adjustment.

Joan Starkel motioned to accept the Superintendent Contract Addendum as written, seconded by Marie Glenn; motion passed – **Approved 7/0.**

E. Public Statement for Board Chair Jamie McLeod-Skinner (or any JCESD board member in attendance) to speak on behalf of the Jefferson County ESD - (added)

Board Chair Jamie McLeod-Skinner shared that at the last board meeting she explained her intent to attend various school board meetings and make a positive statement (about their work) on behalf of the JCESD Board. She explained the intent was to offer a positive statement and proposed to bring it forward this evening to clarify the statement and the board’s agreement. Joan Starkel and Kathy Marston both shared their thoughts regarding the statement (pointing out the language in the third paragraph that referenced the update of the Local Service Plan; that the update was for the Student Success Act and not referring to the COVID pandemic). Conversation continued regarding the desired changes for the public statement and the language was corrected to read:

Dear School Board Members,

It is the mission of the Jefferson County Education Service District (JCESD) to provide support services to our four constituent school districts – Ashwood, Black Butte, Culver, and Jefferson County School District 509J – on a regional, cooperative basis to help improve your ability to meet the educational need of our students.

I am here, on behalf of the JCESD Board, to express our gratitude for your work to support our students, families, educators, and support staff.

We are working to be responsive to your needs during this challenging time.

The pandemic has made our work harder, but we are all in this together. And, together, we will get through this difficult time.

On behalf of my colleagues on the JCESD Board, I want to thank you for your commitment and hard work.

Joan Starkel motioned to approve the corrected language for the statement to be used either in written (memo or letter) format or verbal public statement from the JCESD Board Chair or other board members on behalf of the Jefferson County ESD Board, seconded by Dani Cowdrey; motioned passed – **Approved 7/0.**

BOARD HIGHLIGHTS

- Jake Schwab shared that it was nice to have staff back at Culver today – nice to see staff united trying to get kids back in school. Good energy and nice to see.
- Board Chair Jamie McLeod-Skinner shared she attended the OSBA webinar Board Roles & Responsibilities in time of COVID and shared some highlights.

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REMINDERS

- Next board meeting **October 7, 2020 @6pm** [tentative location: Culver, if not remote]

MEETING CLOSURE/ADJOURNED

With no further business the meeting was adjourned at 7:14pm.

**DRAFT to Board for Approval at next meeting:
October 7, 2020**

Tessa Bailey, Executive Assistant

Jamie McLeod-Skinner, Board Chair

Ken Parshall, Superintendent

Date

Date