



Jefferson County Education Service District

Location: JCSD District Office
445 SE Buff Street, Madras, OR 97741

Board of Directors Meeting Minutes

April 11, 2019 - 6:00PM

APPROVED
5/01/2019

ATTENDANCE: Chair Lindsay Foster-Drago; Lola Hagman; Dani Cowdrey; Daniel Petke; Kathleen Marston; Marie Glenn and Vice Chair Joan Starkel

ABSENT: NONE

REGULAR SESSION / BUSINESS MEETING

Board Chair Lindsay Foster-Drago called the meeting to order at 6:00pm directly following the budget committee meeting.

AGENDA ADOPTION

Joan Starkel moved to approve the agenda as presented, seconded by Dani Cowdrey – **Approved 7/0.**

CORRESPONDENCE / COMMUNICATION / DISCUSSION ITEMS

- Superintendent Parshall shared the correspondence from Patti Norris.
- Superintendent Ken Parshall shared the 2019-2020 JECESD board calendar; he said if they'd like and agree with the calendar they could certainly add it to the agenda as an action item but this evening it is shared more for discussion. Discussion took place regarding the draft 2019-2020 JCESD Board Calendar. The two months that were proposed to not have a meeting (July & December) was discussed. Board member Daniel Petke asked (considering that the board only meets once a month, do we want to add a calendar date for December with the understanding that we will only meet if necessary. Dani Cowdrey read from OSBA regarding the requirement for ESD to have a board meeting in July – references ORS 334.1. Superintendent Parshall said we will research and revise the calendar and bring it to the board next month.
- ESD Policy Update Status – Discussion took place about updating the policies and possibly forming a small policy review committee. Any board member interested in helping in the policy update process please email Tessa.
- Superintendent Parshall shared the OAESD Newsletter from April 2019.
- Superintendent Parshall informed the board that the 2019 OAESD Spring Conference is coming up, in SunRiver on May 15-17th and he and Marie Glenn have confirmed registrations.

PRESENTATIONS

- Delaney Sharp from Black Butte School shared that they have applied and received a few Steve Rankin memorial mini-grants and really appreciate the opportunity to come and share this evening. Last year they applied for the field studies program (outdoor programs, field science – within walking distance of the school); he explained they are looking for ways to enhance the program. Last year they purchased waders for the students which allows them to get in the water; they also purchased a gravelometer (measures rock size) and a few years ago they created the plant garden. Delaney thanked the board for their support through the Steve Rankin Memorial mini-grants.
- OAESD Governance Council Meeting – April 4, 2019 – Superintendent Parshall shared about the meeting he attended via teleconference.

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.***

ACTION ITEMS

The Consent Agenda consisted of the following:

Consent Agenda

1. Approval of **March 13, 2019**, Meeting Minutes
2. Monthly Financial Report – March 31, 2019
3. March Accounts Payable

Marie Glenn motioned to approve the consent agenda as presented, seconded by Joan Starkel – **Approved 7/0.**

FY19-20 MOA CSD #4 – Agreement between JCESD and the Culver School District.

Summarized:

Jefferson County Education Service District agrees to provide the following services:

- *EI/ECSE Evaluation (\$600 per evaluation)*
- *LightSpeed Software (~\$2,400)*
- *Destiny Software (~\$3,000)*

FY19-20 MOA JCSD 509-J– Agreement between JCESD and the Jefferson County School District. Summarized: Jefferson County Education Service District agrees to provide the following services:

- *.50 FTE Special Education Secretary II (Actual Costs ~\$41,600)*
- *EI/ECSE Evaluation (\$600 per evaluation)*
- *Destiny Software (~\$5,800)*
- *Light Speed Software (~\$9,600)*
- *Translation and Interpretation Services (Cost plus 10%)*
- *OT Services (~\$15,500)*
- *Communication Services (~\$6,180)*

Kathleen Marston motioned to approve both agenda items FY19-20 MOA CSD #4 & FY19-20 MOA JCSD 509-J, seconded by Dani Cowdrey – **Approved 7/0.**

OAESD Officers Council Board Chair-Elect Rose Wilde

Marie Glenn motioned to approve the OAESD Officers Board Chair-Elect Rose Wilde, seconded by Joan Starkel – **Approved 7/0.**

Revision of OAESD Constitution/Bylaws

Superintendent Parshall explained the proposed changes to the bylaws as presented in the document. Discussion took place regarding the proposed revision of the OAESD Bylaws.

Dani Cowdrey motioned to approve the revision of the OAESD Bylaws as presented, seconded by Lola Hagman – **Approved 7/0.**

JCESD Regional Teacher of the Year Nomination

Superintendent Parshall explained the process for the nomination of Teacher of the Year for our region. Daniel Petke mentioned in the future the board will need much more time for review if there are more applicants. Superintendent Parshall reminded the board that the blue ribbon panel does not have to consist of all board members. Discussion took place regarding the applicant's documentation and the final process. The JCESD members completed the rubrics for Manda Currier. The due date for the name of Regional Teacher of the Year from each participating ESD is due May 1st.

Joan Starkel nominated Manda Currier for our JCESD Regional Teacher of the Year, seconded by Marie Glenn - **Approved 7/0.**

BOARD HIGHLIGHTS

The board wanted to thank CFO Martha Bewley for the great budget presentation.

REMINDERS

Next Board Meeting: **Wednesday, May 1, 2019** at 6:00pm

Thinking Ahead – Mark Your Calendar:

- 2019 OAESD Spring Conference Registration – **May 15th-17th, 2019**, SunRiver Resort
- Steve Rankin Memorial application timeframe – **March 15th – April 19th, 2019**
- Work Session for Steve Rankin Memorial Mini-Grants – **Wednesday, May 1, 2019 @5:00pm**
- Steve Rankin Memorial Mini-Grants NOTIFICATIONS - **May 17th, 2019**

MEETING CLOSURE With no further business Chair Lindsay adjourned the meeting at 7:07pm.

**DRAFT to Board for Approval at next meeting:
MAY 1, 2019**

Tessa Bailey, Executive Assistant

Lindsay Foster-Drago, Board Chair

Ken Parshall, Superintendent

Date

Date