



Jefferson County Education Service District
BOARD MEETING

Wednesday, July 13, 2022

Regular Session – 5:30PM

Electronic Meeting via Zoom - ONLY

Jefferson County ESD, 295 SW Buff St., Madras, OR 97741

[Zoom Meeting Access Here](#)

Meeting ID: 863 0540 2583 Passcode: 083324

Phone: +1 253 215 8782 US (Tacoma) Meeting ID: 863 0540 2583 Passcode: 083324

2022/2023 Board Members: Chair Joan Starkel; Vice-Chair Daniel Petke; Jamie McLeod-Skinner; Dani Cowdrey; Barbara Ibrahim; Raylene Thomas and Chelsey Huttinga

REGULAR SESSION MEETING MINUTES

ATTENDANCE: Chair Joan Starkel; Vice-Chair Daniel Petke; Jamie McLeod-Skinner; Dani Cowdrey; Barbara Ibrahim and Chelsey Huttinga.

ABSENT: Raylene Thomas

WELCOME - REGULAR SESSION / PLEDGE OF ALLEGIANCE / ROLL CALL

Chair Joan Starkel called the meeting to order, followed by the Pledge of Allegiance. Board Secretary documented board member attendance.

2022/2023 JCESD BOARD OFFICER NOMINATIONS

Chair Joan Starkel expressed an interest in the Board Chair role for a second term if nominated.

- **Chair**

Dani Cowdrey nominated Joan Starkel as Board Chair, seconded by Chelsey Huttinga. No other nominations were made.

With no other nominations, Joan Starkel requested a motion to have her serve a second term as Board Chair. Motion was made by Jamie McLeod-Skinner and motion passed unanimously – **Approved 6/0.**

- **Vice-Chair**

Discussion took place about potential interest in the Vice-Chair position and it being a good experience for anyone interested in becoming Board Chair sometime in the future. Daniel Petke was asked if he would be interested in another term as Vice-Chair. He expressed a willingness but would like to see someone take the role who would like the experience and potentially want to be Chair in the future. No other members expressed an interest in the Vice-Chair position.

Dani Cowdrey nominated Daniel Petke for a second term as Vice-Chair, seconded by Jamie McLeod-Skinner; motion passed unanimously – **Approved 6/0.**

AGENDA ADOPTION

Barbara Ibrahim motioned to adopt the agenda as presented, seconded by Chelsey Huttinga; motion passed unanimously – **Approved 6/0.**

**A new motion to add to the agenda was made later in the meeting.*

COMMUNICATION / PRESENTATIONS / REPORTS / DISCUSSION

- **2022 Steve Rankin Memorial Grants Update**

Superintendent Shay Mikalson shared an update on the 2022 Steve Rankin Memorial Grants process and explained that the award letters are being prepared. He offered one final opportunity for the board to add any additional comments. If the board does not provide any additional feedback, the letters will be finalized and sent this week.

- **Steve Rankin 2021/22, Kim Bezdek Presentation Handout**

Superintendent Shay Mikalson explained there is a letter from Kim Bezdek included in the board packet on page four, as a follow-up and thank you for the Steve Rankin award she received last year.

- **Board Advisory Roles Committee Update – for discussion Sub-committee PROPOSED Policy Update – BBB-AR to BCFA, Advisory Board Members & Added BCFA-AR (2nd Read)**

**Jamie McLeod-Skinner explained the work that was done on the proposed policy update and requested it be added as an action item.*

Discussion took place regarding the proposed policy update, the Crooked River Ranch boundary area and the term of service needing corrected to read one year.

It was clarified that policy BFC listed as an action item as 2nd and final read, not BCFA and BCFA-AR. **Jamie McLeod-Skinner requested Board Chair Starkel if it would be appropriate to amend the agenda at this time. Board Chair Starkel acknowledged and confirmed the request.*

Jamie McLeod-Skinner moved to amend the agenda to add the proposed BCFA and BCFA-AR to the agenda as an action item, seconded by Dani Cowdrey; motion passed unanimously – **Approved 6/0.*

- **Teacher of the Year Update**

Superintendent Mikalson shared that there is a correction to a previous statement, there is a teacher that submitted their application for teacher of the year process - a teacher from Culver. The application was added to the list and selection process for Teacher of the Year. Information will be provided once the selection has been made and public announcement made.

- **Summer Learning Grant Update**

Superintendent Mikalson shared that the OAESD community summer learning grants continue to be a robust effort across tri-county (Jefferson, Crook and Deschutes) area. As of this morning, the review committee for the region has recommended to fund thirty-two projects, a total of \$3.2 million here locally. Ten are pending final insurance clearance and OAESD final

approval; twenty-two have been approved. There is more funding and support pending within the next week. Superintendent Mikalson said he would continue to share information as it is provided.

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.

- **Remote access attendees:** Please raise your hand and enter your name in the chat to be called on by the board chair.
- **In-Person attendance:** Sign-in on the sign-in sheet at the room entrance and wait to be called on by the board chair.

(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, April 6, 2022 and will be read during the public comment section of the virtual meeting. Thank you for your understanding and cooperation.

There were no comments (during the meeting or written online prior to the meeting) submitted.

ACTION ITEMS

A. Consent Agenda

1. Approval of **June 1, 2022** Meeting Minutes
2. Approval of **June 15, 2022** Special Zoom Meeting Minutes
3. Personnel (if any)
4. Accounts Payable Vouchers
5. Financials, Monthly Report
6. **Resolution 23-01**, Annual Procedures
7. **2023-2024**, Budget Calendar

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

B. ***PROPOSED Policy Update - BFC, Adoption and Revision of Policies*** – 2nd & FINAL Read

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

C. **Superintendent Evaluation**

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

D. *[ADDED] Sub-committee PROPOSED Policy Update – BBB-AR to BCFA, Advisory Board Members & Added BCFA-AR (2nd & Final Read)

Jamie McLeod-Skinner moved to adopt the proposed policy update BCFA and BCFA-AR as presented, seconded by Barbara Ibrahim; motion passed unanimously – **Approved 6/0.**

BOARD HIGHLIGHTS

There were no board highlights presented.

REMINDERS:

Correction was made to reflect, the next JCESD board meeting would take place on **Wednesday, August 3, 2022 at 5:30pm.**

MEETING CLOSURE/ADJOURNED

With no further business, Board Chair Joan Starkel adjourned the meeting at 6:02pm.

**DRAFT to Board for Approval at next meeting:
August 3, 2022**

Tessa Bailey, Board Secretary

Board Chair Joan Starkel

Superintendent Shay Mikalson

Date

Date