



Jefferson County Education Service District
BOARD MEETING

Wednesday, September 7, 2022

Regular Session – 5:30PM

~~Hybrid: In-person and Electronic Meeting via Zoom~~

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

[Zoom Meeting Access Here](#)

Meeting ID: 831 5096 8240 Passcode: 871568

Phone +1 253 215 8782 US (Tacoma)

UPDATED
9/06/2022 to
ZOOM only!

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

REGULAR SESSION MEETING MINUTES

ATTENDANCE: Chair Joan Starkel; Jamie McLeod-Skinner; Dani Cowdrey; Raylene Thomas Vice-Chair Daniel Petke (*joined after the roll call, but prior to agenda adoption*)

ABSENT: Barbara Ibrahim

WELCOME - REGULAR SESSION / PLEDGE OF ALLEGIANCE / ROLL CALL

Chair Joan Starkel called the meeting to order at 5:39pm, followed by the Pledge of Allegiance. Board Secretary documented board member attendance.

AGENDA ADOPTION

Chair Joan Starkel called for a motion to adopt the agenda as presented.

Jamie McLeod-Skinner asked if there are any complete applications for the board advisory positions. Superintendent Shay Mikalson said there was an interest submitted late this afternoon. Jamie McLeod-Skinner requested to add that item to the agenda for discussion.

Jamie McLeod-Skinner moved to approve the agenda as amended to include two items:

- (1) A discussion item in section 3. Communication / Presentations / Reports / Discussion, for Board Advisory Member Statement of Interest, and ...
- (2) A potential action item in section 5., item C. Board Advisory Position

[Daniel Petke entered the meeting – via Zoom] Jamie McLeod-Skinner explained her motion regarding the agenda adoption for Daniel Petke, prior to the board vote.

Jamie McLeod's motion to adopt the agenda as amended was seconded by Raylene Thomas; motion passed unanimously – **Approved 5/0** (1-absent, 1-vacant position).

Board Chair Starkel proceeded to the next agenda item.

COMMUNICATION / PRESENTATIONS / REPORTS / DISCUSSION

- **Vacant Board Position (Position 2, Culver)**

Superintendent Shay Mikalson explained the vacant position, (Position 2, Culver) has been reported to the County Clerk and he shared that the policy (BCFA and BCFA-AR), the proposed application (used for a previous vacancy), and information for the press release was emailed to the board members for their review. Superintendent Shay Mikalson stated he wants to be sure that the board is represented in the process, this is an opportunity for board discussion to proceed with the same process or make changes and edit as desired.

Board discussion took place. The consensus is to update the dates and proceed in order not to delay the process.

Superintendent Shay Mikalson said we would edit the dates, prepare a press release for publication, and keep the board informed when it is published in order to share with potential interested candidates.

Superintendent Shay Mikalson suggested proceeding to the “added” discussion item – JCESD Advisory Board Member – Statement of Interest.

- **JCESD Advisory Board Member – Statement of Interest** *[ADDED – as motioned in the agenda adoption process]*

Superintendent Shay Mikalson shared the Notification Memo regarding the JCESD Advisory Board Member – Statement of Interest, for JCESD board review and discussion.

Board members read the statement of interest from Charlene Dimmick, noted that based on the communication, the applicant looks qualified and discussed the potential for consideration as an action item later in the meeting.

- **Draft Board Self-Evaluation Proposal**

Superintendent Shay Mikalson referenced pages 3-4 of the board-meeting packet and explained the draft board self-evaluation proposal - this is a self-reflection tool for the board's consideration.

Board discussion took place. Suggestion was made to use OSBA as another resource to consider for the board self-evaluation process.

Superintendent Shay Mikalson said he would research what OSBA has to offer, continue to refine the document and said that board members can email him their suggestions to enhance the document.

- **2022 OSBA Elections – Nominations are Open**

Superintendent Shay Mikalson referenced page 5 in the board packet and explained the current 2022 OSBA Elections are open for new nominations for Position 3, Central Region, currently held by Patti Norris. Any board member that may have interest in the position can be added for the nomination process in the action item later.

- **Three Proposed OSBA Policy Updates (August 2022) – 1st Read**

Superintendent Shay Mikalson explained that he would like to strike item b) GCDA/GDDA-AR, Criminal Records Checks and Fingerprinting and bring it back with the policy for the next meeting, explaining that he would like the board to review the policy since it has not been updated for years and bring it back with the corresponding AR update to the next month's meeting.

a) **GBEA**, Workplace Harassment

~~b) **GCDA/GDDA-AR**, Criminal Records Checks and Fingerprinting~~ **Removed as explained above.**

c) **JGAB**, Use of Restraint or Seclusion

Superintendent Shay Mikalson explained the two remaining proposed policy updates for JCESD board consideration as 1st Read - GBA, pages 9-12 in board packet and JGAB, pages 20-26 in the board packet, explaining the OSBA summary, legal rationale from OSBA and the proposed changes presented for each. These policy updates will come back to the board for action in October.

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 on 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 the date of the board meeting and will be read during the public comment section of the virtual meeting. Thank you for your understanding and cooperation.

Board Chair Joan Starkel asked the board secretary if there are any comments submitted.

There were no comments submitted for this evening's board meeting.

ACTION ITEMS

A. Consent Agenda

1. Approval of **August 3, 2022** Meeting Minutes
2. Personnel (none presented at this meeting)
3. Accounts Payable Vouchers
4. Financials

Chair Joan Starkel thanked the CFO and staff for being fiscally responsible, referencing the financial report, and called for a motion to approve the consent agenda.

Jamie McLeod-Skinner moved to approve the Consent Agenda as presented, seconded by Dani Cowdrey; motion passed unanimously – **Approved 5/0** (1-absent, 1-vacant position).

B. OAESD Governance Council Board Representative *(and possible back-up)*

Chair Joan Starkel asked Dani Cowdrey if she was able to review her schedule and consider the OAESD Governance Council Board Representative position. Superintendent Mikalson explained that there are four meetings in the year – one is tomorrow, and if that is too short notice, he can connect with her and share the information. Dani Cowdrey said she is willing to take the position, although she may not make the meeting tomorrow.

Jamie McLeod-Skinner motioned to appoint Dani Cowdrey as the 2022-2023 OAESD Governance Council Board Representative for JCESD; seconded by Daniel Petke. Motion passed unanimously - **Approved 5/0** (1-absent, 1-vacant position).

C. JCESD Advisory Board Member *[ADDED – as motioned in the agenda adoption process]*

Jamie McLeod-Skinner expressed that this is an exciting opportunity, after all the work that went into this process that we have a qualified applicant that has applied for the advisory board member position.

Jamie McLeod Skinner motioned to appoint Charlene Dimmick to the first Board Advisory position based on her letter of interest, seconded by Daniel Petke; the motion passed unanimously - **Approved 5/0** (1-absent, 1-vacant position).

Discussion took place on the process that follows. Board Chair Joan Starkel will contact Charlene Dimmick for initial processing and invite her to the next meeting.

BOARD HIGHLIGHTS

Chair Joan Starkel called for any board highlights.

- The joy of having school back in session.
- Sporting events taking place.

Chair Joan Starkel informed the board that we are still bargaining in good faith. Jamie McLeod-Skinner requested that Superintendent Mikalson expand on the bargaining process.

Superintendent Mikalson explained the process, informing the board that in the bargaining process they will continue to meet, and from those meetings they will eventually come to an agreement, and in that final process there are two steps (1) the Association will have to ratify the agreement – the members of the certified association will take a vote, the majority of the members will be in agreement; then (2) the agreement will come to the Board to take action on the tentative agreement for a public vote.

REMINDERS:

- OAESD Governance Council – **Thursday, September 8, 2022** (9:30 – Noon, via Zoom)
- JCESD Regular Session Board Meeting (5:30PM) – **Wednesday, October 5, 2022**

Chair Joan Starkel asked Vice-Chair Petke if he will reside of the next meeting in her absence. Daniel Petke confirmed. Discussion took place about the board member attendance at the next meeting to ensure a quorum. Vice-Chair Petke requested that board members please let the board secretary know if they will not be able to attend so we can consider rescheduling.

- 2022 OSBA 76th Annual Convention, Portland, OR – **November 11-13, 2022**

Chair Joan Starkel noted that November 11, 2022 is Veterans Day.

MEETING CLOSURE/ADJOURNED

With no further business, Chair Joan Starkel adjourned the meeting at **6:25pm**.

**DRAFT to Board for Approval at next meeting:
October 5, 2022**

Tessa Bailey, Board Secretary

Board Chair Joan Starkel

Superintendent Shay Mikalson

Date

Date