



Jefferson County Education Service District
BOARD MEETING

Wednesday, March 5, 2025

Hybrid: In-person and Electronic Meeting via Zoom

IN-PERSON LOCATION:

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

[ACCESS ZOOM MEETING HERE](#)

Phone 253 215 8782 US (Tacoma)

Meeting ID: 879 2021 9420 Passcode: 041064



2024/2025 Board Members: Chair Barbara Ibrahim; Vice-Chair Maurice Langsev; Dani Cowdrey; Joan Starkel; Heidi Casper and Paul May

REGULAR SESSION MEETING MINUTES

BOARD OF DIRECTORS ATTENDANCE: Vice Chair Maurice Langsev, Dani Cowdrey, Joan Starkel, Paul May and Heidi Casper

ABSENT: Chair Barbara Ibrahim (Barb)

WELCOME - REGULAR SESSION / PLEDGE OF ALLEGIANCE /BOARD MEMBER ROLL CALL

1. WELCOME – REGULAR SESSION / PLEDGE OF ALLEGIANCE /BOARD MEMBER ROLL CALL

In the absence of Board Chair Barbara Ibrahim, Vice Chair Maurice Langsev called the meeting to order at 5:30pm followed by the Pledge of Allegiance and roll call; board secretary noted board member attendance for the record.

2. AGENDA ADOPTION

Vice Chair Maurice Langsev called for a motion to adopt the agenda.

Superintendent Shay Mikalson noted there is one revision to the agenda, for the record there is a new personnel sheet that was submitted with, and brought to the board for their action as part of the consent agenda.

[There were some technical difficulties concerning the remote viewing owl. Heidi Casper joined the meeting at 5:32pm.]

Dani Cowdrey made a motion to adopt the agenda with the update noted, motion was seconded by Joan Starkel; motion passed unanimously – **APPROVED 5/0.**

3. COMMUNICATION / PRESENTATIONS / REPORTS / DISCUSSION

3.1. Classified Appreciation Week (March 4-8) Proclamation

Superintendent Shay Mikalson read a proclamation for Classified Appreciation week as reflected on page 3 of the board packet.

3.2. Proposed JCESD 2025-2026 Local Service Plan Final Update

Superintendent Shay Mikalson reminded board members of the series of three goals – 1. We put kids first. 2. We take care of each other, and 3. We are innovative and responsible to the needs of those we serve, and how we do that in the scope of our local service plan.

Superintendent Shay Mikalson explained that he met with each of the component districts boards, except for Ashwood because the meeting was canceled due to snow; but they rescheduled and they have approved the Local Service Plan – board secretary confirmed that all approval dates are listed on the agenda.

APPROVED / ADOPTED BY THE BOARD:

JCESD - January 8, 2025 @5:30pm

JCSD 509J – February 10, 2025

Culver – January 30, 2025

Black Butte – February 11, 2025

Ashwood – February 20, 2025

3.3. Teacher of the Year (TOTY) Update (April nominees packet deadline)

Superintendent Shay Mikalson explained there are seven nominations for the Teacher of the Year – those teachers have been sent congratulatory letters requesting they submit their application by the deadline of April 6, 2025. He explained that this evening we are asking for two board members who would be interested in being on the panel for the review and selection process. It is important to make our selection by the end of May and keep it confidential, this fall it will be awarded and we will celebrate.

3.4. Steve Rankin Mini-Grant Program Update [Steve Rankin Memorial Mini-Grant Program now open](#)

Superintendent Shay Mikalson directed board members to pages 7-11 in board packet and explained that the Steve Rankin mini-grant program will be open for applications on March 18 with a deadline of May 16, 2025; the board will have the opportunity to review those applications in June.

3.5. Marie Glenn Honorary Service Scholarship/Grant Update

Superintendent Shay Mikalson explained to the Board that the board secretary did circle back and spoke with Marie Glenn. Marie was very supportive of the language (reflected on page 12 of the board packet) she is very appreciative of that language.

Superintendent Mikalson explained to the board members that we will have \$9,000

available for both the Steve Rankin mini-grants and the Marie Glenn scholarships - combined. He will need direction from the board on how they want to proceed, noting again that this is a combined total.

Joan Starkel asked for clarification, as we have \$5,000 for the Steve Rankin this year.

Superintendent Shay Mikalson clarified, he is proposing \$9,000 for next year (2025-2026). It is in the budget and the board will need to provide direction on how they would like to proceed on those awards.

3.6. ODE Sped Stipend Update

Superintendent Shay Mikalson explained, last year there was a legislative bill that passed and one time only the ODE is providing a stipend to special education educators – that is for classified, certified and administrator employees. That is not a resource coming out of our budget, that is coming to us, but unfortunately we will incur the associated payroll costs. We have identified the staff members and they will most likely receive that stipend in the May payroll.

Joan Starkel asked how many stipends will be provided for the JCESD.

Manda Currier and CFO Brad Henry confirmed 15 were identified.

Superintendent Shay Mikalson said there were no job responsibilities restrictions or part-time or full time, so they will get the full amount. He wants to make the board aware when that budget resource and additional cost shows up, they will know where that is coming from.

3.7. OAESD Spring Conference (May 7-9, 2025 @Sunriver Oregon)

Superintendent Shay Mikalson directed board members to page 13 of the board packet and explained that the OAESD's 2025 Spring Conference will take place in Sunriver, May 7-9, 2025. If any are interested in attending they need to let him and/or the board secretary know before March 22nd.

4. 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 [the date of the board meeting] and may be read during the public comment section of the virtual meeting.

There were no comments submitted at this meeting.

5. ACTION ITEMS

5.1 CONSENT AGENDA

- 5.1.1 Approval of **January 8, 2025** Meeting Minutes
- 5.1.2 Personnel **New**
- 5.1.3 Accounts Payable Vouchers
- 5.1.4 Financials

Vice Chair Maurice Langsev called for a motion to approve the consent agenda.

Superintendent Mikalson noted as mentioned previously (before the agenda adoption) that the personnel sheet was updated and the board will need to adopt the newly submitted one when approving the consent agenda. He went through each individual name and explained the details; specifically, he noted that IT Director David Hicks is retiring effective April 1, 2025 to be rehired, so he is not leaving. Superintendent Mikalson explained the law that allows for this in rural districts.

Joan Starkel made a motion to approve the consent agenda as presented, motion was seconded by Dani Cowdrey; motion passed unanimously – **APPROVED 5/0**.

5.2 **APPOINT BOARD MEMBER(S) TO REPRESENT THE BOARD ON TOTY BLUE RIBBON PANEL**

Superintendent Mikalson explained that we are looking to the board to nominate two members to the Teacher of the Year (TOTY) Blue Ribbon Panel.

Joan Starkel shared that she would recommend anyone who has not been involved to take advantage of the opportunity – it is a good experience and the teachers who submit their applications go through quite a process.

There was no action taken on this item.

5.3 **RENEWALS, NON-RENEWALS, EXTENSION & NON-EXTENSIONS OF CONTRACTS**

Superintendent Mikalson directed board members to page 33 of the board packet and explained the annual contract renewals that is due to the State by March 15th.

Joan Starkel made a motion to approve, 5.3 Renewals, Non-Renewals, Extension & Non-Extensions of Contracts, the motion was seconded by Dani Cowdrey; motion passed unanimously - **APPROVED 5/0**.

6. BOARD HIGHLIGHTS

There were no board highlights provided.

7. REMINDERS:

- Next Regular Session Board Meeting (5:30pm) – **Wednesday, April 2, 2025**
- First Budget Committee Meeting – **May 7, 2025 @509J Boardroom**
- Certified Appreciation Week – **May 6-10, 2025**

8. REGULAR SESSION MEETING CLOSURE/ADJOURNED

With no further business, Vice Chair Maurice Langsev adjourned the meeting at 5:55pm.

**Draft to Board for approval at next meeting,
Wednesday, April 2, 2025**

Tessa Bailey, Executive Assistant

JCESD Board Chair Barbara Ibrahim

JCESD Superintendent Shay Mikalson

Date

Date