



Jefferson County Education Service District BOARD MEETING

Wednesday, June 4, 2025

Hybrid: In-person and Electronic Meeting via Zoom

IN-PERSON LOCATION:

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



[ACCESS ZOOM MEETING HERE](#)

Phone 1 253 215 8782 US (Tacoma)

Meeting ID: 823 2807 6112 Passcode: 055079

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

REGULAR SESSION BOARD MEETING MINUTES

BOARD OF DIRECTORS ATTENDANCE: Chair Barbara Ibrahim (Barb), Vice Chair Maurice Langsev, Joan Starkel, Heidi Casper, Paul May and Dani Cowdrey (*entered late at 5:33pm*)

ABSENT: None

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

Board Chair Barbara Ibrahim called the meeting to order at 5:32pm followed by the Pledge of Allegiance.

Board Chair Barbara Ibrahim asked if there are updates for discussion on the agenda; with none, she called for a motion to adopt the agenda as presented.

AGENDA ADOPTION

Joan Starkel made a motion to adopt the agenda as presented, seconded by Vice Chair Maurice Langsev; the motion passed unanimously – **APPROVED 5/0** (*1 late*).

Board Chair Barbara Ibrahim proceeded to the budget hearing.

BUDGET HEARING

Board Chair Barbara Ibrahim explained the purpose of this meeting is to allow the public opportunity for input on the Jefferson County ESD proposed 2025-2026 budget, approved by the budget committee on May 7, 2025. This budget will be presented to the Jefferson County ESD Board of Directors for adoption this evening during the regular session.

Board Chair Barbara Ibrahim called for any public comments/input.

There were no comments presented in-person, online via Zoom, or from the embedded link in the agenda to submit comments online.

With no comments presented Board Chair Barbara Ibrahim adjourned the budget hearing at **5:34pm** and went immediately into the Jefferson County ESD regular session meeting.

COMMUNICATION / PRESENTATIONS / REPORTS / DISCUSSION

Honor Outgoing Board Member – Paul May

Superintendent Shay Mikalson thanked all board members who ran for election this year and took some time to recognize outgoing board member Paul May.

Steve Rankin Mini-Grant Presentations

Superintendent Shay Mikalson informed the board that the following teachers have shared presentations about their former Steve Rankin grant award and are included in pages 5-33 of the board packet.

- Jamie Hurd (pages 5-8)
- Charity Gillahan & Melanie Binder (pages 9-14)
- Carmen Lawson – voice over video presentation (pages 15-19)
- Heather VanAlstyne (pages 23-33)
- Kassie DeMarsh (pages 20-22) – she attended the board meeting via Zoom and presented the presentation before the board.

Superintendent Shay Mikalson thanked Kassie for her presentation and thanked all teachers who took the time to share their work.

Board members expressed how much they appreciate the presentation and the work that is displayed in Kassie's presentation.

Superintendent Shay Mikalson introduced Carmen Lawson's presentation including a voice over video that was presented to the board.

Board members expressed how impressed they are with the presentations and the work that the teachers provide for their students to experience these activities.

Steve Rankin Mini-Grant Application Review/Scoring – Action Item

Superintendent Shay Mikalson directed board members to pages 34 to 49 of the board packet to the Steve Rankin mini-grant applications for review, discussion and consideration for awards later on in the meeting during the action items. He explained that they are welcome to discuss at this time or later on this evening. He also shared that the board secretary sent out a Google form for independent review, some members completed the scoring in that and some did not – this time can be spent in review of those applications.

Board discussion took place. Board members wanted some more clarity and detail. They had specific questions about application #4 from the Culver School District about the high school radio class - How they can find the radio station; what are some of the skills needed or learned; their goals and how those goals are measured.

The radio station information was provided in the Zoom chat by the technology team:

<https://c25.radioboss.fm/u/336>

The board said they appreciate the teachers willing to take time to submit applications and also think outside the box to provide opportunities for the students that they may not have otherwise had the experience. They will make final award decisions later in the action items on the agenda.

Board / Superintendent Goals Update

Superintendent Shay Mikalson directed board members to pages 50-70 of the board packet and shared a presentation on the 2024-2025 board goals to include the benchmarks in achieving those goals.

When Superintendent Shay Mikalson shared about the benchmark for Goal One - which enables component school districts and the students who attend schools in those districts to have equitable access to speech/language, school psychology, and technology support services as measured by staff-to-student served ratios; Board members had questions regarding the students who are identified under the IDEA (Individuals with Disabilities Education Act) and receive those JCESD supports. Superintendent Shay Mikalson explained in more detail and also introduced the Director of Special Services Manda Currier, she shared some of the details about the students identified, the referrals and evaluations conducted. A board member suggested an additional column to include the number of students eligible in future reports or presentations.

A discussion took place about the technical support services provided in our district, and a board member asked about the number of Chromebooks provided in our district.

Superintendent Shay Mikalson shared in detail the current status of each goal and other benchmarks relative to the Board/Superintendent Goals which included:

- Collective Bargaining Agreement and update of staff handbook.
- Staff engagement, measured by the JCESD annual Gallup Q12 survey.
- Delivery of the Local Service Plan that spends more than 90% of revenues on services approved by all four component districts while simultaneously producing a JCESD budget with a minimum of 15% of total General Fund revenue as unappropriated ending fund balance; and increasing JCESD's position as a state-leading ESD through active participation and selection on OAESD's Governance Council and OAESD's/ODE's Program Cabinet.

Superintendent Shay Mikalson concluded by informing the board that the board secretary will send out a Google form summarizing these goals and benchmarks for board members to independently provide their input to be used by the board chair and vice chair in preparation of the evaluation.

2025-2026 JCESD Board Calendar – Action Item

Superintendent Shay Mikalson directed board members to Page 71 of the board packet for the proposed DRAFT 2025-2026 Board Meeting Calendar. He explained that the days, first Wednesday of each month (unless noted otherwise) and time (5:30pm) will remain the same, unless the board prefers to change it. Superintendent Shay Mikalson pointed out and explained that the July meeting is proposed to take place on July 16 2025. He informed the board that a DRAFT copy was also provided to soon-to-be incoming board member Sean Gallagher for his information and he will follow up with him when the board makes the final decision on how to proceed.

Board Chair Barbara Ibrahim proceeded to the public comments section on the agenda.

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 1:00pm [the date of the board meeting] and may be read during the public comment section of the virtual meeting. Thank you for your understanding and cooperation.

No comments were submitted in person or online this evening.

ACTION ITEMS

CONSENT AGENDA

1. Approval of **May 7, 2025** Meeting Minutes
2. Personnel
3. Accounts Payable Vouchers
4. Financials

Board Chair Barbara Ibrahim called for a motion on the Consent Agenda.

Maurice Langsev made a motion to approve the consent agenda, seconded by Heidi Casper; the motion passed unanimously – **APPROVED 6/0.**

Resolution 25-02, Adopting the 2025-2026 Budget, making appropriations, imposing and categorizing the tax

Joan Starkel made a motion that the JCESD board of directors approve Resolution #25-02, Adopting the 2025-2026 Budget, making appropriations, imposing and categorizing the tax. Motion was seconded by Heidi Casper and passed unanimously – **APPROVED 6/0.**

Superintendent Mikalson thanked CFO Brad Henry for his work and expertise.

2025-2026 JCESD Annual Procedures Resolution 26-01

Board Chair Barbara Ibrahim requested that Superintendent Shay Mikalson speak on this resolution.

Superintendent Shay Mikalson directed board members to page 91 of the board packet and explained that this resolution is the same as last year's annual resolution except they added CFO Brad Henry's name as needed.

Joan Starkel made a motion to approve Resolution #26-01, the 2025-2026 JCESD Annual Procedures; motion was seconded by Dani Cowdrey and passed unanimously – **APPROVED 6/0.**

JCESD Board Meeting Calendar 2025-2026

Board Chair Barbara Ibrahim asked for any further discussion and called for a motion to approve the proposed JCESD 2025-2026 Board Meeting Calendar.

Dani Cowdrey made a motion to approve the proposed JCESD 2025-2026 Board Meeting Calendar as presented; motion was seconded by Joan Starkel and passed unanimously – **APPROVED 6/0.**

JCESD and JCSD 509J Memorandum of Agreement for Services, 2025-2026

Board Chair Barbara Ibrahim requested that Superintendent Shay Mikalson speak on this Memorandum of Agreement.

Superintendent Shay Mikalson explained that this agreement is the same one that is brought before them each year, but he pointed out a particular highlight, sharing that JCSD 509J has hired HR Director Jayel Hayden as .50 FTE, so that is reflected on this MOU.

Board Chair Barbara Ibrahim called for a motion.

**See below*

JCESD and Ashwood School District - Memorandum of Agreement, Teacher Evaluation Services 2025-2026

**See below*

JCESD and Culver School District #4 - Memorandum of Agreement for Services, 2025-2026

**See below*

*Joan Starkel made a motion to approve agenda items 5.5, 5.6 and 5.7 – (**5.5** JCESD and JCSD 509J Memorandum of Agreement for Services, 2025-2026; **5.6** JCESD and Ashwood School District - Memorandum of Agreement, Teacher Evaluation Services 2025-2026 and **5.7** JCESD and Culver School District #4 - Memorandum of Agreement for Services, 2025-2026) as presented; motion was seconded by Dani Cowdrey and passed unanimously – **APPROVED 6/0.**

Decision on Steve Rankin Mini-Grant 2024-2025 Awards (award spending 2025/2026)

Board Chair Barbara Ibrahim summarized the board comments on the applications from previous discussion. She asked if there is a reason that there are only four applications this year; the board secretary explained the notification process to inform people about the application process being open – [it is posted on the JCESD website and a link is sent out to all of the superintendents, principals and secretaries of each component district to share] – she concluded that it may have just been the timing and it had not been shared as much this year.

Board discussion took place about the process, reporting time and possible changes. Some suggestions are to maybe share a ‘mock application’ as an example; open the application submission timeframe up to year-round with a final deadline date; sharing the videos of presentations on the website to encourage others; or opening the process up before Spring Break; and sending the information out globally to all districts.

Specific board discussion took place about the Culver submitted application - Bulldogs Radio. The board would like more information. It was requested that the board secretary share the link to the radio station for the board to review and make a final decision in July.

Board Chair Barbara Ibrahim called for final direction or motion from the board.

Joan Starkel made a motion to agree to approve applications 1, 2 & 3 (ME - Engineering Legos; BB - Fine Motor Skills; and ME - STEM Projects) and hold application #4 (Bulldog Radio) for the JCESD Board to listen and consider next month after review...

Heidi Casper requested clarification if the board is requesting the applicant to provide the goals of the project. It was agreed that the board secretary will request applicant #4 to provide the goals and also send the radio station link out to the JCESD board members for them to listen to and be prepared for discussion next month.

With that being the understanding, the motion provided by Joan Starkel was seconded by Heidi Casper and passed unanimously – **APPROVED 6/0**.

Board Secretary clarified the amount of each award will be \$500. Board Chair said that is correct.

BOARD HIGHLIGHTS

There were no board highlights provided.

REMINDERS:

- Next “Proposed” Regular Session Board Meeting (5:30pm) – ***Wednesday, July 16, 2025**
- 2025 OSBA Summer Board Conference – **August 8-10, 2025, Salem Convention Center**

Superintendent Shay Mikalson said if any board member is interested in attending the OSBA Summer Board Conference to please inform Board Secretary Tessa Bailey in order to make the arrangements.

REGULAR SESSION MEETING CLOSURE/ADJOURNED

With no further business, Board Chair Barbara Ibrahim adjourned the meeting at 7PM.

**Draft to Board for approval at next meeting,
Wednesday, July 16, 2025**

Tessa Bailey, Executive Assistant

JCESD Board Chair

JCESD Superintendent Shay Mikalson

Date

Date