Jefferson County Education Service District

BOARD MEETING AGENDA

Wednesday, July 1, 2026 @5:30PM

Please note: This meeting will take place remotely (via Zoom) Only.

IN-PERSON LOCATION OPTION NOT AVAILABLE

ACCESS ZOOM MEETING HERE
Phone: 253 215 8782 US (Tacoma)
Meeting ID: 893 7945 1330 Passcode: 083835

2026/2027 Board Members: Heidi Casper, Sean Gallagher, Barbara Ibrahim, Maurice Langsev, Dani Cowdrey, Joan Starkel, Cody Roberts, and Board Advisor Paul May

REGULAR SESSION MEETING MINUTES

BOARD OF DIRECTORS ATTENDANCE: Chair Heidi Casper, Vice Chair Sean Gallagher, Maurice Langsev, Dani Cowdrey, Joan Starkel, and Barbara Ibrahim

ABSENT: Cody Roberts and Board Advisor Paul May

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

Board Chair Heidi Casper called the meeting to order at 5:30PM, followed by the Pledge of Allegiance. A quorum was established. A Board roll call was taken, Board Secretary noted board member attendance for the record.

2. AGENDA ADOPTION

Board Chair Heidi Casper called for a motion to approve the agenda.

Maurice Langsev made a motion to adopt the agenda as presented, motion was seconded by Sean Gallagher; a vote was taken and motion carried with unanimous approval **– 6/0 APPROVED** (1 absent).

Board Member:	Heidi Casper	Sean Gallagher	Maurice Langsev	Dani Cowdrey	Joan Starkel	Barbara Ibrahim	Cody Roberts
Vote:	Y	Y	Y	Y	Y	Y	Absent

3. 2026/2027 JCESD BOARD OFFICER NOMINATIONS

Board Chair Heidi Casper called for nominations for the 2026-2027 Board Chair position.

3.1. **Chair**

Joan Starkel nominated Sean Gallagher. Sean Gallagher accepted the nomination. With no other nominations Board Chair Heidi Casper called for a motion.

Joan Starkel made a motion that Sean Gallagher become the 2026-2027 Board Chair; motion was seconded by Dani Cowdry. A vote was taken and passed unanimously **– 6/0 APPROVED** (1 absent).

Board Member:	Heidi Casper	Sean Gallagher	Maurice Langsev	Dani Cowdrey	Joan Starkel	Barbara Ibrahim	Cody Roberts
Vote:	Y	Y	Y	Y	Y	Y	Absent

The gavel was passed to the new Board Chair Sean Gallagher to preside over the meeting.

New Board Chair Sean Gallagher thanked Heidi Casper for serving, and expressed how she will be a tough act to follow.

Board Chair Sean Gallagher called for nominations for the 2026-2027 Vice-Chair position.

3.2. **Vice-Chair**
Dani Cowdrey nominated Heidi Casper for the 2026-2027 Vice-Chair position. Heidi Casper accepted the nomination; and she nominated Maurice Langsev. Maurice Langsev declined the nomination. The nomination for Maurice Langsev was withdrawn.

With no other nominations, Dani Cowdry made a motion to close the nominations for the 2026-2027 Vice-Chair position; a vote was taken and passed unanimously **– 6/0 APPROVED** (1 absent).

Board Member:	Heidi Casper	Sean Gallagher	Maurice Langsev	Dani Cowdrey	Joan Starkel	Barbara Ibrahim	Cody Roberts
Vote:	Y	Y	Y	Y	Y	Y	Absent

Board Chair Sean Gallagher called for a motion to officially elect Heidi Casper as the JCESD Vice Chair for the 2026-2027 school year.

Dani Cowdry made a motion to officially elect Heidi Casper as the JCESD Vice Chair for the 2026-2027 school year; a vote was taken and passed unanimously **– 6/0 APPROVED** (1 absent).

Board Member:	Heidi Casper	Sean Gallagher	Maurice Langsev	Dani Cowdrey	Joan Starkel	Barbara Ibrahim	Cody Roberts
Vote:	Y	Y	Y	Y	Y	Y	Absent

Board Chair Sean Gallagher proceeded to the next agenda item and requested Superintendent Shay Mikalson present on the various topics.

4. INFORMATION / PRESENTATIONS / REPORTS / COMMUNICATION / DISCUSSION ITEMS

4.1. **ADVISORY BOARD MEMBER(S) SELECTION/APPOINTMENT/PROCESS** *JCESD - Policy BCFA*

4.1.1. Paul May has expressed an interest in continuing for 2026/2027 **–** *Potential Action Item*

Superintendent Shay Mikalson directed board members to page 5 in their board packet and referenced the Board policy regarding the two authorized Advisory Board member positions. He noted that one position has remained vacant for several months, potentially over a year; and Paul May is currently serving in one of the two positions. He pointed out, as outlined in the policy, Advisory Board members serve one-year terms and are eligible for reappointment.

Superintendent Shay Mikalson reported that Paul May was unable to attend the meeting this evening, but has expressed interest in serving another one-year term.

Board Chair Gallagher noted that consideration of Paul May's reappointment would be addressed later in the agenda as a potential action item. He also inquired about efforts to recruit additional applicants for the second vacant Advisory Board position. Superintendent Shay Mikalson responded that the district maintains an ongoing invitation for interested applicants on its website and has periodically promoted the opportunity. He suggested conducting another outreach effort at the beginning of the school year, including the district partners, to increase awareness of the vacancy.

Board members agreed that renewed outreach would be beneficial, particularly if Paul May is reappointed, as there would still be one vacant position.

Board Chair Gallagher expressed appreciation for Paul May's service over the past year and support for his willingness to serve another term.

4.2. **CONTINUED DISCUSSION OF STEVE RANKIN MINI-GRANT APPLICATION REVIEW** – *Action Item*

4.2.1. Continued Discussion of the 2025-2026 Awards

Superintendent Shay Mikalson reminded the Board that this item would return later in the meeting as an action item. He noted that, the previous meeting (June), Board members had requested additional information, which was subsequently provided by email. The Board packet (pages 6–19) also included the complete Request for Proposals (RFP) process, supporting documentation, scoring rubric, and applicant information. Board members were invited to discuss the item prior to formal action.

<u>Steve Rankin Memorial Grant Program Continued Discussion</u>
Board Member Maurice Langsev stated that, after further consideration, he supports following the original grant parameters by awarding $500 each, as applicants had prepared their proposals based on that amount. He expressed support for funding the ten highest-scoring applications identified through the evaluation process that was presented at the board meeting in June.

Board Member Heidi Casper, who was absent from the previous meeting, agreed that the Board should honor the original grant guidelines by awarding $500 to each of the ten highest-scoring applicants. She requested clarification regarding which applications had received the highest scores.

The board secretary explained that the top ten applications were identified with red asterisks in the far-right column on page 19 of the Board packet. She confirmed that these represented the ten highest-scoring applications based on the Board's scoring rubric and survey results. Superintendent Mikalson added that motions considered at the previous meeting had each failed on 3–1 votes, falling short of the four affirmative votes required for approval.

Board Member Joan Starkel explained that she had reviewed each application again and continued to support recognizing all applicants for their efforts. She presented alternative funding scenarios that would distribute smaller grant amounts among all applicants while remaining close to the $5,000 budget. Her proposal included providing varying award amounts based on individual project needs, including additional funding for one application requiring a higher-cost engine project. Joan stated that her goal was to acknowledge every applicant while remaining mindful of project budgets and available funding.

Board Member Barb Ibrahim stated that, after reviewing the materials, she would prefer that any alternative funding proposal be included in a future Board packet before being considered. She also expressed concern that awarding more than the advertised $500 grant amount could establish a precedent for future applicants.

Board Member Heidi Casper reiterated her support for adhering to the published grant guidelines and awarding ten $500 grants to the highest-scoring applicants. She noted that if the Board wished to revise

the grant structure, it should do so for future grant cycles rather than the current process.
Board Chair Sean Gallagher thanked Board members for their discussion and noted that the Board would consider the matter under the scheduled action item later in the meeting.

4.3. **2026-2027 POTENTIAL JCESD STANDING COMMITTEE(S) –** *Potential Action*
Superintendent Shay Mikalson requested and was granted the opportunity to share about the proposed consideration for a standing committee.

He explained, this is to form a small board subcommittee (two to three members) to review the JCESD's award programs (Steve Rankin and Marie Glenn Awards). The purpose of the subcommittee would be to meet with staff in August to evaluate the first year of the Marie Glenn Award, discuss any potential improvements to the application and review process, and also consider any updates to the Steve Rankin Mini Grant Awards process.

Superintendent Mikalson noted that this type of subcommittee has been used successfully in previous years and that recommendations developed by the group would be presented to the full board for consideration. The formation of the subcommittee is presented as a potential action item for the board later in the meeting.

4.4. **OSBA PROPOSED POLICY UPDATES –** April 2026, *[1ST READ ONLY]*
- 4.4.1. GBA – Equal Employment Opportunity *(required)*
- 4.4.2. GBN/JBA and JBA/GBN – Sexual Harassment *(required)*

Superintendent Shay Mikalson directed board members to pages 21-39 of the board packet. The Board received the first reading of two policy updates provided through the Oregon School Boards Association (OSBA) legal services policy update packet from April. No Board action was requested at this meeting.

Superintendent Mikalson noted that the policy summary included in the board packet provides an overview of both updates. The first policy revision (GBA) reflects changes to Oregon's veterans' preference requirements by recognizing Oregon National Guard service as qualifying service under the state's equal employment opportunity provisions. The remaining policy updates (GBN and JBA) include minor revisions affecting staff and student notification requirements to align with recent changes in state law.

Board members were encouraged to review the proposed revisions and contact Superintendent Mikalson with any questions prior to the second reading and potential action at the September Board meeting.

With no questions or comments presented, Board Chair Sean Gallagher proceeded to the public comments.

5. HEARING OF CITIZENS, DELEGATIONS AND STAFF MEMBERS:
(Option 1) **<u>(Board Chair will offer opportunity during meeting)</u>** 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) **<u>Written Comment</u>:** 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.

There were no comments submitted.

Chair Sean Gallagher proceeded to the action items on the agenda.

6. ACTION ITEMS

6.1. <u>CONSENT AGENDA</u>

- 6.1.1. Approval of **June 3, 2026** Board Meeting Minutes
- 6.1.2. Personnel (*corrected, 6/26/2026*)
- 6.1.3. Accounts Payable Vouchers
- 6.1.4. Financials

The Board reviewed the consent agenda (pages 40-61 of board packet) and Board Chair Gallagher asked if there were any questions or items requiring discussion prior to a motion.

Heidi Casper requested clarification regarding the updated personnel report, specifically the changes reflected in the document.

Superintendent Mikalson explained that one item resulted from a typographical error, as a previously listed contracted services entry had been inadvertently carried over and should not have appeared. He also highlighted the recommendation to hire one of the District's two Speech-Language Pathologist (SLP) positions, noting appreciation for the recruitment efforts that led to the successful hire.

Superintendent Mikalson further explained that the crossed-out name was a longtime employee, who had initially discussed the possibility of returning to the District in a part-time virtual and onsite capacity if she did not receive a position with another School District. Since the original personnel report was prepared, she did accept a position with the other district and therefore will not be returning. These were the only personnel changes reflected in the updated report.

Board Chair Sean Gallagher inquired about a significant accounts payable expenditure related to PowerSchool and requested additional information.

Superintendent Mikalson referred the question to CFO Brad Henry, who explained that the expenditure was for the PowerSchool Special Education module. He stated that the annual cost is partially reimbursed by the member districts, while the remaining portion is covered through the Local Service Plan. In response to a follow-up question, CFO Henry clarified that this expenditure represents only the Special Education module and does not include the primary PowerSchool contract, which is paid directly by each member district.

There being no further questions or discussion, the Board Chair proceeded and called for a motion to approve the consent agenda.

Heidi Casper made a motion to approve the consent agenda as presented; motion was seconded by Joan Starkel. A vote was taken and passed unanimously **– 6/0 APPROVED** (1 absent).

Board Member:	Heidi Casper	Sean Gallagher	Maurice Langsev	Dani Cowdrey	Joan Starkel	Barbara Ibrahim	Cody Roberts
Vote:	Y	Y	Y	Y	Y	Y	Absent

6.2. **JCESD Resolution 27-01, Annual Procedures**

Joan Starkel made a motion to approve JCESD Resolution 27-01, Annual Procedures as presented; motion was seconded by Dani Cowdrey. A vote was taken and passed unanimously **– 6/0 APPROVED** (1 absent).

Board Member:	Heidi Casper	Sean Gallagher	Maurice Langsev	Dani Cowdrey	Joan Starkel	Barbara Ibrahim	Cody Roberts
Vote:	Y	Y	Y	Y	Y	Y	Absent

6.3. **2026-2027 Budget Calendar *(for the 2027-2028 Budget*)**

Board Chair Gallagher called for a motion on the 2026-2027 Budget Calendar (for the 2027-2028 Budget).

Joan Starkel made a motion to approve the 2026-2027 Budget Calendar (for the 2027-2028 Budget) as presented; motion was seconded by Heidi Casper. A vote was taken and passed unanimously **– 6/0 APPROVED** (1 absent).

Board Member:	Heidi Casper	Sean Gallagher	Maurice Langsev	Dani Cowdrey	Joan Starkel	Barbara Ibrahim	Cody Roberts
Vote:	Y	Y	Y	Y	Y	Y	Absent

6.4. **Jefferson County Treasury Investment Service Agreement and Fund Transfer Authorization**

Superintendent Shay Mikalson requested CFO Brad Henry explain this agreement.

CFO Brad Henry explained that one of the annual resolutions approved by the Board designates the depositories for district funds, including the Jefferson County Treasurer. The County Treasurer collects property taxes on behalf of the district and other taxing districts, holds the funds in interest-bearing accounts in accordance with its investment policy, and disburses the funds to the district upon request. The Treasurer's investment results are posted monthly on the county's website. The district typically requests the funds approximately every six months, after which they are deposited into the Local Government Investment Pool. CFO Henry noted that approval of this agreement is an annual requirement authorizing the County Treasurer to collect and hold the district's property tax funds.

Board Chair Gallagher asked if there are any questions, there being none, he called for a motion.

Joan Starkel made a motion to approve the Jefferson County Treasury Investment Service Agreement and Fund Transfer Authorization as presented; motion was seconded by Maurice Langsev. A vote was taken and passed unanimously **– 6/0 APPROVED** (1 absent).

Board Member:	Heidi Casper	Sean Gallagher	Maurice Langsev	Dani Cowdrey	Joan Starkel	Barbara Ibrahim	Cody Roberts
Vote:	Y	Y	Y	Y	Y	Y	Absent

6.5. **Advisory Board Member(s) Selection/Appointment**

Board Chair Gallagher called for a motion regarding the advisory board member position for 2025-2027.

Dani Cowdrey made a motion to re-appoint Paul May for another term as the JCESD Advisory Board Member; motion was seconded by Maurice Langsev. A vote was taken and passed unanimously **– 6/0 APPROVED** (1 absent).

Board Member:	Heidi Casper	Sean Gallagher	Maurice Langsev	Dani Cowdrey	Joan Starkel	Barbara Ibrahim	Cody Roberts
Vote:	Y	Y	Y	Y	Y	Y	Absent

Superintendent Mikalson said that we have appreciated Paul's support and contributions serving as the Board Advisor; he and the board secretary will reach out to Paul May and let him know that he has been reappointed for the 2026-2027 Board Advisor position.

6.6. **Final Steve Rankin Mini-Grant 2026 Awards / Decision *[for spending In The 26/27 School Year]***
The JCESD Board continued discussion regarding the 2026 Steve Rankin awards, acknowledging the thoughtful analysis and differing perspectives shared during the current and previous board meetings. Board members expressed appreciation for the opportunity to recognize and support staff through the grant program.

Heidi Casper moved to approve funding for the 10 highest-scoring grant applications at $500 each. Maurice Langsev seconded the motion.

Following the board discussion and motion, a roll call vote was conducted at the request of the Board Secretary.

Board Chair Gallagher requested a roll call vote:
Heidi Casper – Aye; Joan Starkel – Nay; Maurice Langsev – Aye; Barbara Ibrahim – Nay; Dani Cowdrey – Aye and Board Chair Sean Gallagher – Aye.

Before casting the deciding vote, Board Chair Gallagher stated support for the motion with the understanding that the Board would revisit the grant process and consider changes prior to future funding cycles, noting that valuable discussion that had occurred throughout this year's process.

Heidi Casper's motion to approve funding to the 10 highest-scoring grant applications at $500 each carried - **APPROVED 4/2** (1 absent).

Board Member:	Heidi Casper	Joan Starkel	Maurice Langsev	Barbara Ibrahim	Dani Cowdrey	Sean Gallagher	Cody Roberts
Vote:	Y	N	Y	N	Y	Y	Absent

6.7. **2026-2027 JCESD Standing Committee(s)**
Superintendent Shay Mikalson introduced the discussion as an opportunity to gather board feedback and perspectives regarding potential improvements to the Marie Glenn and Steve Rankin awards process. The goal was to identify opportunities for broader-scale changes while reflecting on the recent processes for the Marie Glenn and Steve Rankin awards.

Superintendent Mikalson noted that both individuals (Marie Glenn and Steve Rankin) were valued former board members and contributors to the community, and emphasized the importance of ensuring their recognition and continued memory is handled thoughtfully, and that the overall process aligns with board expectations.

Superintendent Shay Mikalson invited up to three board members to participate with the board secretary and himself in a few conversations to debrief and reflect on both processes. The intent would be to form an informal working group that could meet once or twice, potentially during the summer, to discuss possible improvements and bring recommendations back to the full board.

Board member Barb Ibrahim expressed interest in participating, noting that her availability was limited and that she would likely only be able to attend one meeting before mid-August. Superintendent Mikalson confirmed that Barb's availability would work and welcomed her participation.

Board member Joan Starkel also expressed interest in serving on the discussion group.

Superintendent Shay Mikalson confirmed that no formal motion or approval was needed, as the board was simply identifying interested members to participate. Superintendent Mikalson thanked Barb and Joan for their willingness to assist and stated that staff would follow up regarding meeting availability, likely during the first part of August.

Superintendent Shay Mikalson noted that any suggested changes resulting from these discussions would be brought back to the full board for consideration.

Again, no formal action was needed. With no further discussion or comments, Board Chair Sean Gallagher proceeded to the board highlights.

7. BOARD HIGHLIGHTS

Board Member Joan Starkel highlighted the positive ending fund balance, expressing appreciation for the stronger-than-expected financial position.

Superintendent Shay Mikalson thanked Joan for recognizing the accomplishment and noted that the result was a team effort. He commended CFO Brad Henry for his leadership and financial management. Superintendent Mikalson encouraged board members to review pages 60–61 of the packet, which provide a concise summary of the district's financial position as of June 30 and the transition into the new fiscal year beginning July 1. He again expressed appreciation for CFO Brad Henry's work and leadership.

Chair Sean Gallagher said it was really nice reading the Madras Pioneer recently, where he saw all the kids that graduated with their pictures across the paper. To him, that's the culmination of teamwork across the county, and so that was really neat to see. He concluded, that he is sure the community is very proud of them.

A brief discussion took place regarding student achievement and the scholarships that were awarded to our students by local communities.

8. THINKING AHEAD / REMINDERS / MARK YOUR CALENDAR:

- OSBA Summer School 2026 – **Friday, July 10, 2026** in Redmond
- Reminder - **No Board Meeting in August 2026**
- JCESD Regular Session Board Meeting **– <u>Wednesday, September 2, 2026</u>**
- OSBA Annual Convention 2026 – **November 12-14, 2026** Portland Marriott Downtown Waterfront

9. REGULAR SESSION MEETING CLOSURE/ADJOURNED

Board Chair Sean Gallagher reminded board members that there is an Executive Session meeting immediately following this regular session meeting – he would like to take a five-minute break before they begin that meeting. Board Chair Sean Gallagher called for a motion to adjourn the regular session meeting.

Maurice Langsev made a motion to adjourn the regular session meeting; motion was seconded by Dani Cowdrey. A vote was taken and passed unanimously **– 6/0 APPROVED** (1 absent).

Board Member:	Heidi Casper	Sean Gallagher	Maurice Langsev	Dani Cowdrey	Joan Starkel	Barbara Ibrahim	Cody Roberts
Vote:	Y	Y	Y	Y	Y	Y	Absent

Board Chair Sean Gallagher adjourned the JCESD Board meeting at 6:20pm.

Draft to Board for approval at next meeting,

Wednesday, September 2, 2026

[no board meeting in August]

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Tessa Bailey, Executive Assistant

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JCESD Board Chair Sean Gallagher

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JCESD Superintendent Shay Mikalson

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Date

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Date