



**Jefferson County Education Service District
BOARD MEETING AGENDA**

Wednesday, June 3, 2026 @5:30PM

Hybrid: In-person and Electronic Meeting via Zoom

IN-PERSON LOCATION:

Jefferson County ESD
295 SE Buff Street, Madras, OR 97741

[ACCESS ZOOM MEETING HERE](#)

Phone: 1 253 215 8782 US (Tacoma)
Meeting ID: 874 2589 8572 Passcode: 172377

2025/2026 Board Members: Chair Heidi Casper, Vice Chair 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: Vice Chair Sean Gallagher, Maurice Langsev, Dani Cowdrey and Joan Starkel

ABSENT: Chair Heidi Casper, Barbara Ibrahim, Cody Roberts and Board Advisor Paul May

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

In the absence of Board Chair Heidi Casper, Vice-Chair Sean Gallagher called the meeting to order at 5:30pm followed by the Pledge of Allegiance. A quorum was established. Board Secretary noted board member attendance for the record.

2. AGENDA ADOPTION

Maurice Langsev made a motion to adopt the agenda as presented, seconded by Dani Cowdrey; a vote was taken and passed unanimously – **APPROVED 4/0.**

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

3.

BUDGET HEARING – 5:30PM

Vice-Chair Sean Gallagher called the budget hearing to order at 5:31pm and explained the purpose of this meeting is to allow the public opportunity for input on the Jefferson County ESD Budget for the 2026-2027 school year, approved by the JCESD Budget Committee on May 6, 2026. This budget will be presented to the Jefferson County ESD Board of Directors for adoption this evening during the regular session. Vice-Chair Sean Gallagher then called for any public comments/input.

With no comments presented Vice-Chair Sean Gallagher called for a motion to adjourn the budget hearing. Dani Cowdrey made a motion to adjourn the meeting, motion was seconded by Maurice Langsev; with no objections the motion passed unanimously – **APPROVED 4/0.**

Vice-Chair Sean Gallagher adjourned the budget hearing at 5:34pm and went immediately into the Jefferson County ESD regular session meeting.

4. STEVE RANKIN MINI-GRANT APPLICATION REVIEW/SCORING – *Action Item*

- 4.1.1. Application Review / Scoring
- 4.1.2. Discussion
- 4.1.3. 2026 Award Decision

JCESD Superintendent Shay Mikalson introduced the topic by sharing about the Steve Rankin Mini Grant Program, which honors the legacy of Steve Rankin and his leadership, generosity, and commitment to the students and communities of Jefferson County. The program supports innovative classroom projects, creative learning opportunities, and educational experiences that may not otherwise be possible, reflecting Steve's belief in empowering educators and investing in student success.

JCESD Superintendent Shay Mikalson recognized Steve Rankin's lasting impact on Jefferson County Education Service District and emphasized the importance of continuing to celebrate his contributions through the grant program. Board members were reminded that each grant recipient represents the dedication to service, innovation, and student-centered learning that Steve championed throughout his life.

Board members received a second packet containing the grant scoring results and summary information for discussion and consideration. Six of the seven Board members participated in the scoring process. To maintain consistency during deliberations, Board members were encouraged to refer to applicants by their assigned application numbers rather than by name.

JCESD Superintendent Shay Mikalson reported that 16 applications were received this year, nearly double the number typically submitted in previous years. The Board was reminded that the program budget is \$5,000 and that grants have historically been awarded in \$500 increments, although award amounts remain at the Board's discretion.

A summary of scoring results was presented, including total scores and a consensus column indicating whether Board members recommended funding each application. JCESD Superintendent Shay Mikalson noted that the consensus data provided additional insight beyond the numerical scores. For example, some applications received unanimous support from all six reviewers.

As a point of consideration, JCESD Superintendent Shay Mikalson identified applications scoring above 176 points and receiving unanimous support from all six reviewers. Additional applications receiving support from five of six reviewers were also highlighted. It was noted that funding these recommended applications would result in approximately 10 award recipients, aligning with the available budget. The Board was reminded that all funding decisions remained subject to Board discussion and discretion.

Board members were also provided with a summary of reviewer comments, a historical record of past grant recipients, and sample notification letters for selected and non-selected applicants.

The Board expressed appreciation to staff for coordinating the program and acknowledged the significant time and effort required to administer the application and review process. Special recognition was given to the board secretary for her work organizing applications, compiling scoring results, and supporting the grant program.

The JCESD Board reviewed the Steve Rankin Mini-Grant applications and discussed the recommendations presented. They expressed appreciation for the work involved in compiling and evaluating the applications, noting the strong variety and quality of submissions received this year.

Several board members highlighted projects that reflected Steve Rankin's spirit of innovation and creativity, particularly a proposal involving a hydrogen-powered vehicle. Members noted that the project aligned well with Steve Rankin's enthusiasm for hands-on learning and forward-thinking educational opportunities.

Board members were encouraged by the diversity of applications, including submissions from Career and Technical Education (CTE), TAG programs, counseling services, music, arts, and alternative education programs. The increased number of applications compared to previous years was viewed as a positive indicator of staff engagement and innovation.

Discussion included concerns about the \$500 maximum award amount, as some projects required additional funding beyond the grant award. Members acknowledged that while the grants may not fully fund larger projects, they provide valuable support and encouragement for educators pursuing innovative ideas.

One board member proposed distributing funding among all applicants rather than fully funding only selected proposals. The suggestion was to award approximately \$325 to each applicant in order to recognize all submissions while remaining within the overall budget. Other members expressed concern that reducing award amounts could limit the effectiveness of funded projects and create challenges for applicants who had developed budgets around the traditional grant amount.

The Board also discussed the possibility of developing a more detailed scoring rubric for future grant cycles. Members felt that a standardized rubric could:

- Improve consistency in application evaluations.
- Provide clearer expectations for applicants.
- Help applicants better understand how proposals are assessed.
- Support more objective decision-making by board members.

JCESD Superintendent Shay Mikalson noted that scoring criteria have evolved over time and that previous discussions have led to the development of basic evaluation guidelines. The Board may revisit and refine the rubric during future review meetings.

The Board reviewed the draft notification letter for applicants who were not selected and emphasized the importance of encouraging future participation. Members agreed that applicants should be recognized for their effort and encouraged to continue applying in future grant cycles.

Overall, the Board expressed appreciation for the educators who took the time to develop and submit proposals, recognizing that all applications demonstrated a commitment to enhancing student learning experiences and well-being. The final funding decision was deferred to the scheduled action item later in the meeting.

Vice-Chair Sean Gallagher proceeded to the next agenda item.

5. OAESD SPRING CONFERENCE 2026 UPDATE / SERVICE AWARDS

JCESD Superintendent Shay Mikalson reported on the ESD Spring Conference 2026, noting that it provided valuable professional learning opportunities. During the conference, two board members were recognized by the Oregon Association of Education Service Districts (OAESD) for their years of service but were unable to attend the awards presentation. Dani Cowdrey was recognized for 10 years of service, and Barb Ibrahim was recognized for 5 years of service. The Board expressed appreciation for their service and ongoing contributions to the ESD and OAESD.

6. ADOPTED 2026-27 OAESD COUNCIL MEETING CALENDAR

JCESD Superintendent Shay Mikalson reviewed the annual OAESD governance calendar (page 3 of the board packet), highlighting meetings and events involving the Governance Council, Superintendent Council, Officer Council, and OAESD-sponsored activities.

It was noted that the Governance Council serves as the governing body of OAESD and consists of one superintendent and one board member from each of Oregon's 19 ESDs. Dani Cowdrey and the Superintendent have represented the district on the Governance Council for the past several years.

7. ORS 190 AGREEMENT OF THE OREGON ASSOCIATIONS OF ESDs

JCESD Superintendent Shay Mikalson directed board members to pages 4-6 in the board packet and provided background on a proposed amendment to the OAESD ORS 190 Agreement, which appears later on the agenda as an action item.

For several years, the Oregon Association of Education Service Districts has been administratively hosted by Linn Benton Lincoln Education Service District, which provided business and human resources support services. Due to capacity considerations, Linn Benton Lincoln ESD requested to step out of this role.

Following a competitive selection process, Multnomah Education Service District was selected to serve as the new fiscal and administrative host beginning July 1. The amendment before the Board reflects this administrative transition. No other substantive changes to the ORS 190 Agreement are proposed.

Dani Cowdrey asked why Multnomah ESD was selected. JCESD Superintendent Shay Mikalson indicated that the selection committee considered factors such as organizational capacity and cost-effectiveness but was not directly involved in the final selection process,

8. 2026 LEGISLATIVE SESSION UPDATE

Vice-Chair Sean Gallagher, serving as the region's representative on the Oregon School Boards Association (OSBA) Legislative Policy Committee, provided an update (pages 7-8 of the board packet) on legislative activities and preparations for the 2027 long legislative session.

Highlights included:

- Approximately 300 bills were introduced during the recent short legislative session, with roughly 70 monitored by OSBA and COSA.
- Key policy topics expected to continue into the 2027 long session include healthcare, instructional time requirements, Division 22 standards, and other education-related issues.
- A legislative timeline and supporting materials were provided in the board packet.

Vice-Chair Sean Gallagher emphasized the importance of building relationships with legislators before the 2027 session begins. He encouraged board members to engage with local representatives and offered assistance and resources to support those efforts.

Discussion also highlighted the importance of sharing local education stories and perspectives with legislators to help inform policymaking, particularly regarding the needs and challenges facing rural and small school districts.

JCESD Superintendent Shay Mikalson noted that Jefferson County ESD and High Desert ESD typically partner to host a legislative outreach event during long legislative sessions. The event provides local school districts an opportunity to meet with state legislators, share regional priorities, and discuss issues impacting public education. Board members were encouraged to attend future events as opportunities arise.

9. ADVISORY BOARD MEMBER(S) DISCUSSION

JCESD Superintendent Shay Mikalson reminded the Board that, under current policy, the District may appoint up to two Advisory Board Members. One position is currently filled by Paul May, while the second position has remained vacant for some time.

It was noted that the policy was revised within the last few years and now provides for a one-year term for Advisory Board Members, with the option for reappointment. As the District transitions into the new school year on July 1, the Board will need to consider the status of the Advisory Board Member position at its July meeting. This will include determining whether Paul May is interested in continuing to serve and, if so, considering his reappointment.

A Board member asked whether an individual seeking renewal or appointment must submit an application. In response, JCESD Superintendent Shay Mikalson explained that while the position generally follows a standard application process, a current Advisory Board Member seeking reappointment is not required to submit a new application. Instead, the matter is brought directly to the Board for consideration and action.

A Board member suggested that Paul May be contacted regarding the policy and his interest in continuing to serve. JCESD Superintendent Shay Mikalson confirmed that the policy had been included in the Board packet (page 9) and indicated a willingness to contact Paul May prior to the July meeting to gauge his interest and report back to the Board.

10. BOARD / SUPERINTENDENT GOALS UPDATE / DISCUSSION

Superintendent Shay Mikalson directed board members to page 10-39 of their board packet and he presented on the Board/Superintendent Goals.

JCESD Superintendent Shay Mikalson provided an annual update on progress toward the district's established goals and benchmarks. These goals have remained consistent over the past four years and serve as the organization's "north star."

❖ GOAL 1: WE PUT KIDS FIRST

The Jefferson County Education Service District (JCESD) will improve students' educational, physical, and mental well-being in our region.

❖ **GOAL 2: WE TAKE CARE OF EACH OTHER**

The JCESD will recruit, support, and retain an outstanding, engaged, professional, and diverse workforce to provide excellent services.

❖ **GOAL 3: WE ARE RESPONSIVE AND INNOVATIVE TO THE NEEDS OF THOSE WE SERVE**

The JCESD will be the most effective and sought-after provider and partner of educational services in Jefferson County by being responsive and innovative to those we serve.

JCESD Superintendent Shay Mikalson explained that the annual benchmarks are updated beneath these three goals to reflect current priorities and context and explained each benchmark and achievement in detail.

Goal 1: 2025-26 Benchmarks

1. Enable component school districts and the students who attend schools in those districts to have equitable access to efficient and excellent speech/language, school psychology, and technology support services as measured by our component district's customer satisfaction survey; and
2. Deliver services, technical assistance, and capacity building that result in increased academic, mental, and behavioral supports to students as measured by the Student Success Act's Progress Marker Framework.

JCESD Superintendent Shay Mikalson explained shared that a customer satisfaction survey was introduced for the first time this year, sent to superintendents, business managers, and key district leaders from all four component districts. The survey sample size was small and limited to key district leadership.

Goal 2: 2025-26 Benchmarks

1. Staff engagement remains strong as measured by JCESD's annual Gallup Q12 survey; and
2. The percentage of employees who remain with JCESD remains strong, as measured by annual retention rates of JCESD staff and a breakdown of staff by years of service at the JCESD.

Goal 3: 2025-26 Benchmarks

1. Deliver a 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
2. Increase 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.

This participation supports regional collaboration and policy influence.

JCESD Superintendent Shay Mikalson explained the evaluation process can be initiated in which board members provide feedback on superintendent progress relative to established goals. The independent survey results will be compiled and shared in a future meeting or executive session, consistent with prior practice.

Board discussion took place about the Board/Superintendent Goals update. Here are highlights:

- Clarification provided on FTE vs. number of individuals (part-time vs. full-time equivalency).
- Each ESD varies significantly based on local district service needs and priorities.
- Speech-language, school psychology, and technology remain high-demand service areas.

- Mental health needs and staffing shortages in specialized roles remain ongoing statewide challenges.
- Exit surveys are no longer formally conducted, though informal feedback is still collected.
- Balanced staffing experience levels are considered a positive indicator of organizational health.

With no further discussion or questions Vice-Chair Gallagher proceeded to the public comments.

11. 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.

There were no comments submitted. Vice-Chair Sean Gallagher proceeded to the action items on the agenda.

12. ACTION ITEMS

12.1. CONSENT AGENDA

- 12.1.1. Approval of May 6, 2026 Board Meeting Minutes
- 12.1.2. Approval of JCESD 1ST Budget Committee Meeting Minutes
- 12.1.3. Personnel (none)
- 12.1.4. Accounts Payable Vouchers
- 12.1.5. Financials

Vice-Chair Sean Gallagher called for a motion to approve the consent agenda as presented.

Dani Cowdrey made a motion to approve the consent agenda as presented, motion was seconded by Maurice Langsev. A vote was taken and passed unanimously – **APPROVED 4/0**.

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

12.2. JCESD RESOLUTION 26-02, Adopting the 2026-2027 Budget, making appropriations, imposing and categorizing the tax as approved by the JCESD Budget Committee on May 6, 2026.

Vice-Chair Sean Gallagher called for a motion on the JCESD Resolution 26-02.

Joan Starkel made a motion to approve Resolution 26-02, adopting the 2026-2027 Budget, making appropriations, imposing and categorizing the tax as approved by the JCESD Budget

Committee on May 6, 2026; motion was seconded by Maurice Langsev. A vote was taken and passed unanimously – **APPROVED 4/0.**

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

12.3. JCESD ANNUAL MOU'S FOR 2026-2027

- 12.3.1. JCESD and JCSD 509J Memorandum of Agreement for Services, 2026-2027
- 12.3.2. JCESD and Black Butte School District Memorandum of Agreement for Services, 2026-2027
- 12.3.3. JCESD and Ashwood School District - Memorandum of Agreement, Teacher Evaluation Services 2026-2027
- 12.3.4. JCESD and Ashwood School District - Memorandum of Agreement (ERP License), 2026-2027
- 12.3.5. JCESD and Culver School District #4 - Memorandum of Agreement for Services, 2026-2027
- ~~12.3.6. JCESD Investment Service Agreement with Jefferson County, 2026-2027~~

JCESD Superintendent Shay Mikalson explained that 12.3.6 on the agenda (JCESD Investment Service Agreement with Jefferson County, 2026-2027) is not in this packet and will be presented to the board during the July meeting.

Vice-Chair Sean Gallagher called for a motion to approve the JCESD Annual MOU's.

Dani Cowdrey made a motion to approve the JCESD Annual MOUs for 2026-2027 as reflected in 12.3.1 through 12.3.5 on the agenda, motion was seconded by Joan Starkel. A vote was taken and passed unanimously – **APPROVED 4/0.**

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

12.4. ORS 190 AGREEMENT OF THE OREGON ASSOCIATIONS OF ESDs (OAESD)

Vice-Chair Sean Gallagher called for a motion to approve the ORS 190 Agreement of the Oregon Associations of ESDs (OAESD).

Joan Starkel made a motion to approve the ORS 190 Agreement of the Oregon Associations of ESDs (OAESD), motion was seconded by Maurice Langsev. A vote was taken and passed unanimously – **APPROVED 4/0.**

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

12.5. BOARD / SUPERINTENDENT GOALS UPDATE FOR 2026-2027

Board discussion took place. Dani Cowdrey recommended the JCESD board follow the same process as in previous years for completing the superintendent's evaluation based on the presentation of goals this evening.

No formal vote was taken – the board will proceed as in previous years, having the board chair and vice-chair prepare a draft based on the independent input to present to the board at the July or August meeting.

12.6. STEVE RANKIN MINI-GRANT 2026 AWARDS / DECISION

Vice-Chair Sean Gallagher opened for continued discussion on the Steve Rankin mini-grant awards and called for a motion.

Board discussion took place. Board members noted that the timing of the Steve Rankin award process occurs each spring and often coincides with budget discussions. It was suggested that future Steve Rankin decisions be considered in conjunction with the Marie Glenn fall budget conversation for better alignment with the annual budget cycle.

Maurice Langsev moved to award the top ten applicants as presented on the summary. Sean Gallagher seconded the motion. The motion failed due to lack of affirmative votes. Recorded votes were: Maurice Langsev, Sean Gallagher and Dani Cowdrey in favor; Joan Starkel opposed.

The board continued their discussion. During discussion of applicant funding amounts, a board member clarified that not all applicants requested the maximum \$500 award. Some requests were for lower amounts, including approximately \$325 and \$145.

Joan Starkel made a motion to award all 16 applicants \$325; the motion was seconded by Dani Cowdrey. The motion failed due to lack of affirmative votes. Recorded votes were: Joan Starkel, Sean Gallagher and Dani Cowdrey in favor; Maurice Langsev opposed.

Maurice Langsev made a motion to award all 16 applicants a \$500 allowance. The motion failed due to a lack of a second.

JCESD Superintendent Shay Mikalson noted that the board could continue discussing options during the current meeting or postpone the decision until the July board meeting, which will be held via Zoom and would allow additional board members to participate.

A board member requested that staff provide, for the next meeting, a summary of the total funding requested by all applicants based on their submitted budgets. The request was noted for the record.

Vice-Chair Sean Gallagher made a motion to table the agenda item on the Steve Rankin awards until the next board meeting, when additional board members would be in attendance. Joan Starkel seconded the motion. The motion to table the item carried – **APPROVED 4/0.**

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

Superintendent Shay Mikalson informed the board that he will let the other board members know that a decision was not made on the awarding of the 2025-2026 Steve Rankin Awards; the summary materials will be sent again for their review and consideration before the July board meeting.

13. BOARD HIGHLIGHTS

There were no board highlights presented.

14. REMINDERS:

- JCESD Regular Session Board Meeting – **July 1, 2026** *[Zoom Only]*
- OSBA Summer School 2026 – **Friday, July 10, 2026** in Redmond

15. REGULAR SESSION MEETING CLOSURE/ADJOURN

With no further business, Vice-Chair Sean Gallagher called for a motion to adjourn the meeting.

Maurice Langsev moved to adjourn the meeting. Motion was seconded by Dani Cowdrey and carried with a unanimous vote – **APPROVED 4/0.**

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

Vice-Chair Sean Gallagher adjourned the meeting at 7:05PM.

Draft to Board for approval at next meeting,

Wednesday, July 1, 2026

Tessa Bailey, Executive Assistant

JCESD Board Chair

JCESD Superintendent Shay Mikalson

Date

Date