



Jefferson County School District 509-J
Monday, September 14, 2020

Board Meeting, Regular Session – 7:00 pm
MEETING MINUTES

Due to poor air quality in our region the board work session & meeting has changed to
UPDATE: CHANGED TO REMOTE ACCESS ONLY

Topic: 20200914 JCSD Board Work Session & Meeting
Time: Sep 14, 2020 05:30 PM Pacific Time (US and Canada)
Join Zoom Meeting

<https://us02web.zoom.us/j/83511392911?pwd=bXc0L1hqOWtlUFBMNWZiTUEyemtHQT09>

Meeting ID: 835 1139 2911
Passcode: 1928711
Phone (253) 215-8782
Meeting ID: 835 1139 2911
Passcode: 1928711

REGULAR SESSION (7:00PM)

ATTENDANCE: Chair Laurie Danzuka, Vice-Chair Kevin Richards, Courtney Snead and Jamie Hurd

ABSENT: Tom Norton

REGULAR SESSION - Board Chair Laurie Danzuka called the meeting to order followed by the Pledge of Allegiance.

AGENDA ADOPTION - Courtney Snead motioned to approve the agenda as presented; motioned passed - **Approved 4/0.**

PRESENTATIONS/REPORTS/COMMUNICATION/DISCUSSION ITEMS

- **OSBA Nominations Update** – Superintendent Parshall shared the communication from OSBA regarding OSBA nominations.

- **Reopening Planning Update**

- **Enrollment** – Martha Bewley shared that we are currently at 2,788 students; we budgeted for 2,891 students, in the prior year the enrollment (as of October 1st) was about 2,900 students and explained that we are currently about 103 students under budget and a decrease of about 112 students from prior year.
- **Budget** – CFO Martha Bewley presented a budget update. The budget is a financial plan based on the best information available. Even with the best plan, things may not go as anticipated and as a team we will need to respond. Planning gives direction and guidance, but making the best decisions each day is what achieves results. CFO Bewley shared in more detail: State School Fund & High School Success (no shortfall due to funding); Student Investment Account - \$841,922; Comprehensive Distant Learning - \$193,000; ESSER/CARES - \$945,805; County Grant - \$13,439; FY19-20 Additional Savings - \$461,555. CFO Bewley also noted that we are currently using the September 14, 2020 enrollment numbers: Budget 2,891 Actual 2,788. Under budget by 103 students. General Purpose ADMw = \$8,544. JCSD 509-J Extended ADMw per Student = 1.31. 103 students x 1.31 x \$8,544 = (\$1,156,969). In closing she summarized a financial projection (worst case scenario) of a total potential shortfall of (\$1,298,752) plus use of reserve with budget utilization; CDL implementation expenses resulting in a fund balance of 15.79% which is within our board policy. She explained she will bring another update next month with updated enrollment numbers and asked the board if there are any questions.

Laurie Danzuka asked if the savings was from not filling positions that were vacant. CFO Bewley explained that our district incurs a sizable amount of fees in substitute costs, and with the closure we have not incurred those costs from the beginning of the year.

Courtney Snead thanked CFO Bewley for bringing this update to the board and for the additional analysis that will be done before the next meeting - it's really appreciated.

- **Teacher Professional Development** – Superintendent Parshall shared that preparing our teachers to engage in the comprehensive distance learning has been a priority and he is very proud of the level of commitment and time and effort of our certified staff (teachers) and then asked Melinda Boyle to present on the professional development. Melinda Boyle shared the professional development opportunities for 2020-21.
- **Athletics / Activities** - Superintendent Parshall presented an athletics update sharing that our high school students will have the opportunity to engage in activities and athletics although OSAA has moved back the competitive

- seasons; he shared the pre-season schedule and said our students are excited about the opportunity to be in sports.
- **Food Services** - Lynn Evans thanked Patti Jobe, supervisor for food services for working really hard adapting to changing conditions often day-by-day; she has built a schedule in collaboration with our transportation department to deliver food to students at a significant number of sites. The air quality conditions have impacted the schedule but hopefully Thursday they will be back on the more aggressive schedule.
 - **Technology Support** – Technology Director David Hicks reported on the work being done in the technology department and explained some of the challenges they are facing due to the limited access to connections for several of our students/families in our district. He reported that in a matter of thirty hours the department distributed 1800 Chromebooks and 400 Hotspots. They have not wanted to send families home without knowing how to sign-in, setup and utilize their devices so they have managed personal one-on-one brief instruction (keeping in mind the social distancing and sanitizing with each instruction) to assist in the process. Once all the students are setup with devices they will quickly turn their attention to the usual student information work, basic software and working with teachers to make sure they have all they need for what they are doing.
 - **Social Emotional Learning Support** – Superintendent Parshall introduced the Director of Student Services Kira Fee to share a report on the social emotional learning support. Kira Fee shared that classroom teachers are the first line of care and connection for our students- through Google Classroom and then the more robust classes we hope to be offering this fall. In addition, our counselors are hard at work providing instruction for a variety of needs to classroom teachers. They are also point of referral for school staff or individual students if there is more acute support needs. The counselors are still providing resource information on their own webpages, Google classroom, passing out brochures and the typical education for families so they know where our community resources are. The counselors are also available for individual check-ins with students and families. They are starting the new school year with students they have previously supported. They are striving to offer what they traditionally offer however they are transitioning to the digital platform as well. They are also trying to connect with students and families that we have not heard from yet this year. She also explained the limited in-person learning that our district is hoping to start sometime in October.
 - **Big Muddy Elementary Operational Blueprint** - Superintendent Parshall introduced Principal of Big Muddy Melinda Boyle to present on the Big Muddy Elementary Operational Blueprint. Melinda Boyle explained the unique school (Big Muddy) located in Antelope, Oregon; seventeen students K-8 with two classrooms and two teachers. One of the unique things is Big Muddy is in Wasco County – so, even though we are Jefferson County, we collaborate with both

Wasco County and Jefferson County for the reopening of Big Muddy. She shared the operational blueprint from Oregon Department of Education and explained it has to be submitted to the health department where the school is located. This was submitted to the North Central Public Health District. She explained the process required by the state and the process to open.

Laurie Danzuka asked Melinda to explain the small school exception. Melinda Boyle shared that Oregon made a 'smaller population' list and she explained the health metrics guidelines for the smaller sites and a quick summary of the state guidelines for opening.

HEARING OF CITIZENS / DELEGATIONS

Due to the COVID-19 Statewide restrictions and Governor Brown's "Stay Home, Save Lives" order, the Jefferson County School District 509-J will accept public comment in writing prior to the meeting. If you are a member of the community and wish to provide a public comment, in written format ONLY. Written comments must be received by 1:00 pm on Monday, September 14, 2020 and will be read during the public comment section of the virtual meeting. Thank you for your understanding and cooperation. Please submit your [COMMENT HERE](#)

Superintendent Parshall explained that there was a person that logged into the public comment form online but did not leave a comment.

He also said there was a public comment submitted by Jefferson County ESD Board Chair Jamie McLeod-Skinner on behalf of the Jefferson County ESD. Superintendent Parshall asked the host of the meeting (David Hicks) to read the statement submitted.

Public Comment to School Boards Served by JCESD

Approved unanimously by JCESD Board 9/2/2020

Dear School Board Members,

It is the mission of the Jefferson County Education Service District (JCESD) to provide support services to our four constituent school districts – Ashwood, Black Butte, Culver, and Jefferson County School District 509J – on a regional, cooperative basis to help improve your ability to meet the educational need of our students.

I am here, on behalf of the JCESD Board, to express our gratitude for your work to support our students, families, educators, and support staff.

We are working to be responsive to your needs during this challenging time.

The pandemic has made our work harder, but we are all in this together. And, together, we will get through this difficult time.

On behalf of my colleagues on the JCESD Board, I want to thank you for your commitment and hard work.

Sincerely,

Jamie McLeod-Skinner, Chair

Jefferson County Education Service District Board

ACTION ITEMS

A. Consent Agenda

Approval of Board Minutes of August 10, 2020
Personnel Action

Jamie Hurd motioned to approve the consent agenda as presented; motion passed – **Approved 4/0.**

B. Resolution #21-04, to Accept, Create Budget and Spending Authority for Various Grants (\$17,439).

CFO Martha Bewley explained Resolution #21-04 to accept, create budget and spending authority for various grants in the amount of \$17,439.

Courtney Snead asked if we are still in the practice of sending thank you notes – it was confirmed that yes we are. Superintendent Parshall said we will make sure to get a thank you letter to the County and Intel for their generous donation.

Courtney Snead motioned to approve Resolution #21-04, to Accept, Create Budget and Spending Authority for Various Grants in the amount of \$17,439 as presented; motion passed – **Approved 4/0.**

REMINDERS:

Registration Open for Virtual Annual Convention, **September 14, 2020**
http://www.osba.org/Calendar/Events/Annual_Convention_Virtual-2020.aspx

Next Board Leadership: Tuesday, **October 6, 2020** @9am (Laurie & Tom)

NIEA Annual Convention & Trade Show (virtual) - **October 7-9, 2020**

~~Next Board Work Session: Monday, **October 12, 2020** @5:30pm~~

Next Board Meeting: Monday, **October 12, 2020** @7:00PM

Courtney Snead made a request that we consider to meet at the district office together to watch the remote Annual Convention together in order to be able to discuss the meetings afterwards.

BOARD & SUPERINTENDENT HIGHLIGHTS

- Thank you to 509J team we have made it to the start of the 20/21 school year; there have been a lot of changes and ups and downs but we have made it and things have went of successfully – thank you.
- Thank you to staff this is first year with a kiddo in our district and their work is greatly appreciated. Legislative Policy committee meeting update provided - if you have questions ask Courtney Snead.
- Seeing the teachers and starting school today just reinforced the value of public school and the value of being a part of a small community.
- Thanks Jamie McLeod-Skinner for your leadership at the ESD and your kind remarks.

- Strength of community. The kindness of the community the dedication from staff. The fires remind us that there are challenges out there right now; sometimes it feels overwhelming but it is a reminder that the challenge can always be bigger. We have a lot to be grateful for.
- Gratitude to the various departments of our district. We have been very creative on how we can serve our district. Also, thank you to the board members for communicating and keeping up on current issues.

MEETING CLOSURE/ADJOURNED –

With no further business Board Chair Danzuka adjourned the meeting at 7:50pm.

Tessa Bailey, Executive Assistant

Draft to Board for approval at next meeting.
Monday, October 12, 2020

Laurie Danzuka, Board Chair

Ken Parshall, Superintendent

Date

Date