

**PERRYDALE SCHOOL DISTRICT, NO. 21
SCHOOL BOARD MEETING MINUTES
District Board Room-New Science Lab
7445 Perrydale Road, Amity Oregon 97101
Monday, September 11, 2017
7:00 P.M.**

REGULAR BOARD MEETING MINUTES

1) CALL TO ORDER/WELCOME

The meeting was called to order by Chairperson, Anna Scharf at 7:03 P.M.; other board members present were Amber Burns, Trina Comerford, John Cruickshank, Jr., and Daniel Jones. Also present were Superintendent – Eric Milburn, Vice Principal – Athletic Director Daniel Dugan, Special Education Director – Erin Henery, and Business Manager – Melanie Neece and members of the audience. (See list attached).

1.1 The Pledge of Allegiance – The flag salute was led by Chairperson, Anna Scharf.

1.2 Audience Introduction/Request – No request at this time.

1.3 Adjustments to the Agenda/Adopt Agenda – Revised item 3.6) change title from Board Goals 2017-2018 to Board Action 2017-18.

Trina Comerford moved to adopt the agenda with noted change to 3.6, seconded by Amber Burns. Motion passed unanimously.

2) DELEGATION OR VISITORS: None at this time.

3) ITEMS REQUIRING BOARD ACTION

3.1 Financial Report:

Reports: Included the August 2017 - Financial Summary report for the period ending 08/31/2017 and the district credit card statement for the period ending 08/31/2017.

Check Listing: Check Numbers 12968 – 13057, for the period ending 08/31/2017.

Daniel Jones moved to accept the check numbers 12968-13057 and the Financial Summary Report and supporting backup for the period ending 08/31/2017 as presented, seconded by Trina Comerford. Motion passed unanimously.

3.2 Consent Agenda:

Regular Board Meeting Minutes: Monday, August 14th, 2017 - Regular Board Meeting Minutes.

Note: Trina Comerford communicated that if a member is silent it is not abstaining from the vote, but would be considered in agreement with all other members. If a member is abstaining they must give reasoning. Trina Comerford stated she voted NO on Item 3.2 during the July 10th, 2017 meeting, it was just in a soft voice.

Minutes must be revised as of 9/11/2017: Item 3.2) Elect School Board Positions for the July 10th, 2017 meeting.

Revised Noted Changes as of 09/11/2017:

Item 3.2) July 10th 2017-Elect School Board Positions: motion passed three to two Anna Scharf, Amber Burns, and Daniel Jones, voted "YES". John Cruickshank, Jr., and Trina Comerford, voted "NO". Motion Carries.

Daniel Jones moved to accept the August 14, 2017 - Regular Board Meeting Minutes and the July 10th, 2017 Revised Meeting Minutes as presented with noted changes, seconded by Amber Burns. Motion passed unanimously.

3.2 Personnel New Hires- Makenzie Hall – Middle School Volleyball Coach

Trina Comerford moved to accept the personnel new hire as presented, seconded by John Cruickshank, Jr. Motion passed unanimously.

3.4 MOU with Valley Baptist Church for Preschool– Superintendent, Eric Milburn, shared a MOU (memorandum of understanding) in board packet signed by Greg Trull, Pastor, dated 8/30/2017 delineating the terms of the understanding. A \$50.00 per year increase overall to the current insurance policy will be incurred by the district to satisfy the terms in the MOU listed under item: 3. Insurance.

Trina Comerford moved to accept the MOU with Valley Baptist Church as presented, seconded by Amber Burns. Motion passed unanimously.

3.5 Approval of Confidential Contracts - Superintendent, Eric Milburn, shared the signed confidential contracts for the IT Coordinator and Preschool Teacher that were reviewed and revised in the previous months.

John Cruickshank, Jr. moved to approve the Confidential Contracts as presented, seconded by Trina Comerford. Motion passed unanimously.

3.6 Board Action 2017-2018 - The members discussed the best approach to setting the board goals/actions in the board workshop meeting held at 6:00 p.m. and agreed to table the item until a draft document is ready to ensure the language/terminology is correct.

Amber Burns moved to TABLE 3.6 Board Action to the next meeting as discussed, seconded by John Cruickshank, Jr. Motion to TABLE passed unanimously.

4) ITEMS FOR THE INFORMATION OF THE BOARD

4.1 Administrative Reports: Superintendent, Eric Milburn, shared that we have new faces at the elementary school- instructional assistances. The Special Education department is working hard with current IEPs and evaluations as the program continues to expand.

The elementary workroom has been removed to facilitate a small group workroom as the district continues to look for ways to meet the shortage for space; this will move some of the groups currently meeting on the stage and the round tables located to the left of the bleachers in the old gym. Tim Weidman, the district's Maintenance Supervisor came in over the weekend to sheetrock, tape, and mud the main wall so that the students participating in Art class can design the wall to make the room more kid friendly.

Erin Henery, Director of Special Education, shared the department is faced with the concern regarding the amount of one-on-one assistance and the available space in the school to serve the current IEPs, they have eleven new IEPs and are assessing in the kindergarten class right now. They will keep the board apprised of the status of services provided on an ongoing basis.

Superintendent, Eric Milburn, shared High/Middle School looked at the percentage to grading. The old model was a 60/40% split Academic/Personal Management and has been adjusted to a 70/30% split with a cap of 75% score on retaken tests. Superintendent, Eric Milburn, explained students would be allowed to make up points for correcting the questions missed on the first test, as well as, having an opportunity to retake a failed (D or less) test with a cap of earning an additional 75% on the test. Trina Comerford stated concern for moving to this method as it may discourage effort put forth by the students if the test score is too low, because of the cap of 75% on the second test. Trina Comerford's concern is for students who are struggling with studies like math. This adjustment is not currently in the adopted Student Handbook, any change made needs to be shared **ASAP** with all members if it is any different than the previously adopted item prior to sending notes to students, parents, and community members. The student handbook was adopted one week prior to school starting, so this change came after the adoption of the handbook. Chairperson, Anna Scharf, requested this topic be added to the administrative report on a monthly basis to keep the board up-to-date as to the impact of this adjustment.

4.2 Facilities/ Maintenance Report: Superintendent, Eric Milburn, updated the members with a list of completed and ongoing projects in the packet. Vice Principal - Athletic Director, Daniel Dugan, explained Terry Newton has donated his time and two additional employees for a minimum of five hours per day for two days to paint the exterior doors and jams throughout the district. The labor and supplies were donated to the district to offset costs in various programs throughout the district like the basketball fund, travel bags for sports team(s) and others. Other members of the community have paid a deposit with company that did the Blazers' floors to schedule an appointment for the gym floors to be refinished next summer. Members asked what the other community members want for this donation. Vice Principal/Athletic

Director - Daniel Dugan, stated he would bring in more information as we get closer to the project. The AD button has been installed in the main entrance to the office, the alarm system is online, two furnaces need to be tied into the system; both companies are trying to put the work off on each other; both are stating it was not part of the original bid or scope of the project. The roof repair is above the library where the old T.V. dish is attached and it is rotting at the base where it is mounted to the roof; we tried to have the repairs scheduled early in the summer, but companies were booked out for months. Internet upgrade to WAVE is completed; new Wi-Fi points and reprogramming are contributing to some of the issues the district is currently experiencing with the conversion to WAVE. Part of the issue is IP address availability and having an open network that is bumping students off when using the Chromebooks in the classroom. By restricting internet availability for public use in certain areas this will prevent this type of issue in the future. The district is looking at have a guest network in the gyms only; to achieve this one might restrict all other access with a password.

4.3 Site Council/Safety Report: Vice Principal/Athletic Director – Daniel Dugan, shared they have not had a meeting yet.

4.4 School Profile: Superintendent, Eric Milburn, shared the school profile for August 2017. Trina Comerford wanted an up-to-date number and outcomes of the lottery. Superintendent, Eric Milburn, explained the numbers look different today than the first day of school, in the past the profile has always been a reflection of the prior month's activity. Trina Comerford requested the most current numbers are needed for the board meetings as a leader of the school, how did the lottery work? Given the lottery approval was over a month ago, they need to know the outcomes. Always! Email up-to-date numbers tomorrow.

4.5 Policy Committee Update: Superintendent, Eric Milburn, shared the request for participation in the policy committee was shared with staff at the in-service and the feedback was not their; several staff members stated if the policy directly affected them they would provide feedback on the specific topic. Trina Comerford stated she did not receive the last two packets and could they be resent in the morning. Because of the lack of feedback the topic will be added to the monthly agenda and reviewed monthly by the members.

5. PATRON INPUT:

Haley Smith, wanted to know what the status of the Preschool for 17-18 school year is and what the plan is for next year? The members stated the district would revisit possibilities when the district enters into the next budgeting cycle. Haley said she was interested because she has two little ones that would benefit from the program.

Alan Bittel shared a copy of a book his wife, Sandi Bittel, published called the "**Wagon Trails and Railroad Tracks**". This fantastic book has a lot of the local history 1890-1920 that is very detailed and has a section dedicated to Perrydale School District throughout the years. Anyone interested in purchasing a copy for **\$35.00** can send an email to **ghostwalker1890@hotmail.com**

6. BOARD COMMENTS/RECOGNITION:

Trina Comerford shared a note that was left in the mailbox thanking the Board Members for supporting the Outdoor School program that allowed a lot students, a lot of fun; the note was signed by the kids. It was so much fun. Thank you!

7. ANNOUNCEMENTS/DATES OF IMPORTANCE/CORRESPONDENCES

Regular Board Meeting Date: Monday, October 9th, 2017
Time: 7:00 P.M.
Location: District Board Room-Science Lab

FFA Corn Feed fundraiser is scheduled 5-7:30 p.m. on September 21, 2017

Outdoor School Grant application should be out around the end of this month, look out for it, so it is not missed.

OSBA Regional Meeting in one week by Lowes 5:30 -6:00 P.M. in Willamette ESD in McMinnville

Volunteer Training Day is scheduled on two different days this year to help encourage participation. Wednesday, September 13th at 6:30 P.M. and Monday, September 18th at 3:00 P.M.

Vice Principal /Athletic Director - Daniel Dugan, shared the Girls Volleyball team is in the #1 position, 4-5 Top Team! Home football game against Arlington this Friday.

Adjournment: Chairperson, Anna Scharf, adjourned the meeting at 8:41 P.M.