

**Perrydale School District #21  
BOARD MEETING**

**May 19, 2014  
7:00PM**

**Members Present:** Trina Comeford, John Cruickshank, Kirk Hutchinson,  
Lisa Mitchell, Tim Calonder

**Administrators Present:** Superintendent/Principal – Robin Stoutt  
Principal – Shelia McCartney

**Visitors present:** See Attached

**Minutes by Agenda Item:**

**1. Call to Order / Welcome**

**1.1 – Pledge of Allegiance** – The Meeting was called to Order at 7:02pm in the Science Lab by Chairman Kirk Hutchinson. The meeting commenced with the Pledge of Allegiance.

**1.2 – Audience Introductions / Requests** – see attached

**1.3 – Adjustments to the Agenda / Adopt Agendas** – Robin asked that items. 3.8 Staff Resignation and 4.9 Position postings and dates be added to the agenda. Tim moved to adopt the changes to the agenda and Lisa seconded. Motion Passed unanimously.

**1.4 – Financial Report Approve April AP Check #'s 9832-9910.** Trina and Lisa had a question on the OSAA fine. It was explained by Robin that the Boys basketball team played a game one day before the official start of the season and that is was just a simple calendar mistake by our AD. We self-reported the violation. Trina also had a question on Petty cash. Robin did not have a specific answer. Trina will speak to Julie. Lisa moved to approve AP Check #s 9832-9910. John seconded. Motion passed unanimously

**1.5 – Consent Agenda** – John moved to adopt the consent agenda. Lisa seconded. Motion passed unanimously

**1.6 - Staff Recognition – Support Staff** – Robin recognized Callie Cram who comes to Perrydale from WESD. She provides support to the middle school and high school students with things such as tutoring and college application. She also recognized Carolyn Jones who comes in to be the counselor and does a fantastic job with our middle school kids on anti-bulling. Finally, she recognized Terri Ryder who is a mentor to our teachers and assists with all of the ODE work that needs to be done.

**1.7 – Spotlight on Education – High School Choir / Drama** – Robin reported that the Spring music concert was a great success last week. The High School choir has 21 members and they were just coming off a successful trip to state. The Pirate Sounds also performed as well as some solo / group acts from the talent show. Coming up next is the school drama production “Into the Woods” on May 29<sup>th</sup> and 30<sup>th</sup>. Robin also noted that Survival Swim for the elementary was a big success. Suzanne Carey did a great job of organizing it and again the high school students were a big help. Suzanne Carey added that the Croc Center is wonderful to work with and that although it is further to transport the kids the move was necessary since the Dallas Aquatic Center could no longer meet our needs.

**1.8 – Facilities / Maintenance Report** Robin reported that Tim has bids on the outside wall. Kirk will meet with Tim to look over the bids. The 8<sup>th</sup> grade room thermostat was replaced, the grounds have been trimmed and the bark dust will be coming in just before graduation.

## 2. Delegation of Visitors

Heidi Harper addressed a letter that she sent to the board asking for further clarification as to the criteria that they used to choose budget committee members. She felt that her neighbor Dan VanOtten was the most qualified candidate yet he was not chosen. When she listened to the pod cast of the meeting it appeared to her that the board chose the candidates simply because they were at the meeting and this is a weak criteria. She asked who checked the references of the candidates. Tim commented that Dan had also sent an e-mail to the board and that he and Trina had both responded to Dan and that establishing a more formal process for selection will be on the board work session agenda. Trina agreed.

## 3. Items Requiring Board Action

**3.1 – Achievement Compact** – Robin explained to the board that it is a requirement at this time of the year that the board review the compact and the progress being made to meet the goals. She also explained that a lot of the data is incomplete or in progress so it is difficult to know 100% where we are at. The information should be complete in the fall but the board needs to vote on the progress at this time. Lisa motioned to approve the achievement compact. Tim seconded. Motion carried unanimously.

**3.2 – Resolution #8-2013-2014 Revised** – Robin informed the board that this was a revision to the resolution that they passed last month because instead of receiving \$5,000 the district actually was receiving \$10,000 for the P-3 Grant and that it needed to be approved again so that we could appropriate the additional \$5,000. Lisa motioned to accept Resolution #8-2013-20014 Revised. Trina Seconded. Motion carried unanimously.

**3.3 – Personnel: High School Girls Varsity Basketball – Terry Newton, High School Girls JV Basketball – Kim Fitzpatrick, High School Varsity Football – Chris Gubrud.** John stated that several years ago there was a hiring committee put in place to hire coaches and he wondered if that was still being used and who was on it. Sheila stated that it is and that it is usually herself, Dan Dugan and Chris Gubrud. Brooke Klautd has also helped when needed. Trina asked how long positions are being posted for. Robin stated that it is usually for at least one week. Tim moved to accept the new hires. Lisa Seconded. Motion carried unanimously.

**3.4 – Contracts: Julie Braxling, Tim Weidman, Mary Reid** – John stated that the contracts in front of the board for these positions were the same ones that were discussed in executive session and that all three individuals were on board with the contract contents. Tim moved to accept the contracts. John Seconded. Motion carried unanimously.

**3.5 – Policy: JECB, JECB-AR 4 first reading** – Lisa explained that JECB is the open enrollment policy (the current one that we have in place). The language in the policy is all recommended by OSBA legal. JECB-AR4 is the application to go with the policy. Lisa noted that it does state preference for siblings. Robin said that those working on the AR portion will be meeting again to revise it to keep up with the changes that are ongoing in the implementation of the law change. Lisa also handed out a sample application that Salem Keizer is using that she likes. It notes that this is an academic transfer and that athletic eligibility is not guaranteed and it also has language about following school rules and policy and the possibility of the transfer being revoked if that does not occur. Robin stated that the Polk County Superintendents met and they decided as a whole on the form being used and that they would do this again probably after the changes with the superintendents in PolkCounty taking place. The form will be discussed further at the work session. Lisa motioned to approve the first reading of JECB and JECB-AR4. John Seconded. Motion carried unanimously.

**3.6 – Policy: Optional INDB, JHCA/JHCB – second reading.** INDB – flag display. JHCA/ JHCB – Immunization, vision screening and physical exam. . Lisa motioned to accept the second reading of policy INDB, JHCA/JHCB. John Seconded. Motion carried unanimously.

**3.7 – Title IA: School Level Parent Involvement Policy Implementation Plan** – Robin reported that Site Council meets annually to see if this policy needs modification. It is a policy required by ODE for our IA funding. There are no modifications needed at this time. Lisa moved to approve the Title IA policy as presented with no modifications. Tim seconded. Motion carried unanimously.

**3.8 – Staff Resignation** - Robin said it was difficult and it saddened her deeply to bring these two resignations to the board; Suzanne Carey and Brooke Klautd. Both are amazing elementary teachers and will be very missed here at Perrydale. She encouraged the board to examine the resignation letters carefully to see if there was anything that we as an administration and board could do better to retain such highly qualified teachers. Lisa motioned to accept the resignations. John Seconded. Motion carried unanimously.

#### **4. Items for the Information of the Board**

**4.1 – Perrydale School Community (Site Team)** - Robin reported that the Site team met and talked about the Title IA policy, SWID and the items related to school climate. Specifically they talked about the addition of a buddy bench for elementary.

**4.2 – Administrative Report / Safety Report** – Sheila reported that the maintenance report was given at the budget committee meeting so there was nothing to add. Trina asked for a copy of the report since she was unable to attend the budget committee meetings. The Next Facilities meeting is the 28<sup>th</sup> of May. It is the last one of the year. Robin reported that there were 7 accidents in the month of April.

**4.3 – School Profile** – Robin reported that there were five families at the Kindergarten round up. On the profile we had 2 new students who were in district and 1 that was from Dallas (the out of district student that the board approved). Trina asked where we are at for Kindergarten. Robin stated that we are somewhere around 16 to 17.

**4.4 – Teacher negotiations Report** – John reported that they met and the teachers presented some things that the committee is looking at but they are having trouble finding a time to get back together with everyone being so busy. Robin reminded John that the negotiations team only has 150 days from the time they begin until the protocol changes. John and Trina both stated that they were aware of that.

**4.5 – Policy rewrite** – Kelly Reid presented her concerns to the board about the ongoing lice problem in the elementary school. She stated that she has been asking for policy JHCCF and JHCCF-AR to be worded stronger / more restrictive since 2012. It took her over 7 months to get any board action and the action that was taken then was more of a directive and the directive was not followed by administration / staff. In 27 school days there have now been 4 letters that have come home about lice and the personal belongings of the students in the hall are now kept in plastic garbage bags on their hooks to hopefully prevent the spread. She has checked with surrounding districts and Amity, YC, Newberg , Central and McMinnville all have a no nit policy. Sure would like to see Perrydale do the same. Robin advised against this since the OSBA advises against this policy since it will keep kids out of school to long. Trina agreed and does not want to see kids missing so much school due to a problem that can be solved by diligent parents removing the nits. Brooke Klautd stated that it is true that this year is worse than most and that she understands that this is

partially due to the warm wet weather that we have had this year. The board will add this discussion to their work session.

**4.6 – PPC / Athletic Boosters – PPC** – Anna Scharf reported that the auction was a big success again this year. They grossed around \$30,000 and had about the same attendance as last year 140 people. The class baskets once again exceeded last year. In addition, the PPC met with the middle school staff prior to the auction and the staff agreed to allow the classes to keep the basket money in order to start building funding for high school activities. Boosters – Lisa reported that the boosters will be hosting an all athletes awards dessert, coffee, punch event at 6pm on the night of spring sports awards in order to honor all of the athletes form the entire year. There will be some special awards that include male and female athlete of the year from Middle School and High School as well as a Bill Burr award for the most inspirational high school athlete. The date has been moved to 6/3. In order to make sure that most of the coaches can attend.

**4.7 – Budget Member Process** – Kirk indicated that this was covered earlier.

**4.8 – Insurance Information** – WHA Insurance – Robin explained to the board that this is our new agent and she suggested that the board meet with them when Eric comes on board. There are a lot of changes relating to liability and facility use and it would be good for the board to all sit down with them and the new superintendent to make sure that we are covered. John asked about the liability and the Perrydale reunion this summer. Robin stated that there was a waiver that they will sign that will cover Perrydale from a liability standpoint.

**4.9 – Posting of open positions and closing dates** – Robin suggested that the board post the two vacant elementary positions as soon as possible and not wait until July to do the screening process. There is a teacher shortage and a lot of districts are hiring and waiting may not be in the best interest of the school. She realizes that the current contract states that she is not to do any hiring so she would like to know how the board would like to proceed. She suggested a committee of the current elementary teachers, a middle school teacher that has shown interest and a parent volunteer. The board then discussed having Eric involved in the screening and / or interview process if he is able to do so. Sheila stated that applications could be sent to him now for applications already received and new ones could also be forwarded. Kirk will contact Eric to see what his availability is for the process and then share that with Robin who will coordinate the interview committee / process. The 1<sup>st</sup> grade position will be posted immediately and the deadline for the 2<sup>nd</sup> grade position will be shortened to a sooner date.

**5. Patron Input** – There was none

## **6. Board Comments**

Lisa thanked Brooke for her years as a teacher in the classroom but also for her time as a dedicated coach. She also wanted to recognize the staff, parents and students that worked so hard to put on such a beautiful prom. It was an amazing evening.

John reminded the group that the FFA Banquet is the 20<sup>th</sup> and said he had a nice time at the PPC auction; it was a great event.

**7. Announcements and dates of importance**

**May 31, 2014 at 8am is the Board work session in the Science lab**

**June 3, 2014 at 7:45am is the Middle School awards breakfast**

**June 3, 2014 at 6pm is the sports awards night**

**June 7, 2014 at 5pm is High School graduation – Kirk will be the speaker and will hand out diplomas for the board**

**June 9, 2014 at 7pm is Middle School Promotion and John will hand out certificates for the board**

**June 10, 2014 at 6:30pm is the budget meeting followed by the June Board meeting in the science lab**

**Meeting Adjourned**