

Members Present: Chairman Trina Comerford, Dan Jones, Amber Burns, Brian Kohlmeyer, Jenn Larson

Administrators Present: Superintendent/Principal – Eric Milburn
Vice Principal/Athletic Director - Dan Dugan

Staff: Business Manager – LaRae Sullivan

Visitors Present: See Attached

Minutes by Agenda Item:

1. Call to Order/Welcome

1a - Pledge of Allegiance – The meeting was called to order at 7:00 p.m. in the Science Lab by Chairman Trina Comerford. The meeting commenced with The Pledge of Allegiance.

1b - Audience Introductions - see attached

1c - Adjustments to Agenda/Adopt Agenda –

*Add Fencing bids to be included under 3e – Roofing Bids

Dan Jones moved to approve the agenda with noted changes.

Jenn Larson seconded

Agenda approved unanimously with the noted change

2. Delegations of Visitors - None

3. Items Requiring Board Action

3a – Minutes for July 15, 2019

Jenn Larson asked about order which things were listed.

Dan Jones moved to approve the minutes for July 15, 2019

Brian Kohlmeyer seconded.

All in favor, motion passed.

3b –Financial Report

Amber Burns asked why the check for \$603.95 was pulled from Measure 98 money instead of the CTE grant money that needs to be spent first. Eric Milburn clarified that the Measure 98 money was a hold over that needs to be spent first, by August 31, 2019.

Amber Burns spoke to LaRae prior to the meeting regarding finance charges that are on the credit card and LaRae is looking in to getting them reversed.

Trina Comerford asked why we had finance charges and Eric Milburn clarified that it was just turn over of Business Manager and not being able to get checks out with the timing of filling the position.

Amber Burns asked about the cost of mini bus repairs on page 19 of financial report.

Eric Milburn clarified that it was for the towing of the bus, because it couldn't be fixed on site.

Dan Dugan mentioned that Mid Columbia replaced windows for free from their Stayton graveyard and the wiring harness as well.

Discussion about the security of our mini busses, and parking where the cameras are. It came down to the decision that mini busses need to be parked out by the gym where the cameras are best.

Amber Burns asked if we are planning on keeping the shipping container long term? What is the purpose? Why did we buy one instead of rent one?

Eric Milburn said that we will use it for storage space and get good use out of it.

No other discussion, just a thank you to LaRae for her time.

Brian Kohlmeyer moved to approve financial report with June AP checks 14876-14965 and July AP checks 14966-15015.

Amber Burns seconded

All in favor, motion to approve financial report passed.

3c – Hiring of Preschool Teacher

Eric Milburn sent a resume and contract ahead of time and is asking the board to look at and stated that the applicant is excited.

Dan Jones moved to approve the hiring of Darci Kirk as the 2019-2020 preschool teacher.

Brian Kohlmeyer seconded

All in favor, motion passed.

3d – Resignation of Classified Employees

Eric thanked both employees and wished them well.

Amber Burns moved to accept the resignations of Kim Halverson and Stephanie Halverson.

All in favor, motion passed.

3e – Roofing and Fencing Bids

Three bids presented from Pfiefer, Clearwater and Interstate Roofing. The handouts were in the packets. Troy Lieuallen had them bid at all the same type of shingles and continuous gutter that was needed in particular areas. Troy Lieuallen's preference is Pfiefer Roofing.

Trina Comerford asked if it was posted or if he sought out bids and Eric Milburn stated that Troy Lieuallen sought out multiple.

Discussion on why Pfiefer would be good.

Dan Jones moved to approve Pfiefer contract for the Owens Corning TruDefinition Durations Max with Triple Layer protections and continuous gutter.

Amber Burns seconded.

All in favor, motion passed

Fencing

Dan Dugan handed out fencing bids from GymCo, Mid Valley Fence, FW Fence was contacted by email with no response and Outdoor Fence was contacted with voicemail with no response.

It is comparing apples to apples and GymCo comes in a bit cheaper

Discussion on what exactly would be included in the fencing, where it would go, and what guidelines would be during the day and the clarification on the design. It would be six feet all the way around.

Dan Jones asked what the estimated completion would be?

Dan Dugan said that Mid Valley could possibly work on it over the Thanksgiving and could be flexible.

Trina Comerford said that we need to meet the ORS because of the amount that it will cost, so Dan Dugan will post it and get updated bids and come back with at least three

Dan Jones asked if we will get the dead tree removed before fencing and Eric Milburn said he would talk to Troy for bid timelines.

Dan Jones motioned to table the fencing bids to the next board meeting.

Amber Burns seconded.

All in favor, motion passed.

3f – Handbooks

Jenn Larson noted that the preschool teacher's name needs to be added and the school nurse is not listed.

It was clarified that we did not have a nurse yet, and the preschool teacher's name, and any additional staff, will be added before printing for staff and parents.

Jenn Larson moved to adopt the Student Handbook and Staff Handbook for the 2019-2020 school year.

Brian Kohlmeyer seconded.

All in favor, motion passed

3g – Classified Contract MOA

Step 1 of the general education instructional aide does not meet the minimum wage requirement, so the classified staff signed an MOA to increase that step from \$11.23 to \$11.25/hour.

Brian Kohlmeyer moved to approve the MOA to amend Appendix A2 Classified Salary Schedule 2019-2020 to increase general education instructional aide step 1 from \$11.23 to \$11.25/hour.

Amber Burns seconded

Dan Jones abstained for potential conflict of interest for employment of spouse. All others in favor, motion passed.

4. Items for the Information of the Board

4a - Administrative Reports

- **Superintendent Eric Milburn** – Getting ready for in-service with the staff and LLI training. Thanked the board for coming to help. The lottery for middle school is being held today and the high school lottery will be on Thursday.

Had discussion earlier about admin holding off on drawing for the high school for the lottery.

The Continuous Improvement Plan is due and adding on Student Success Assessment that is different from Improvement, so this is additional data. It calls on students and parents who are being under served; based on who is not performing as well as others.

Jenn Larson thanked Eric for including the board members in the staff lunch.

- **HS/MS Principal Dan Dugan** – Reported that at his OSAA meeting, HB 3409 was a main topic of discussion. This is based on behavior at sporting events. He went over examples given by OSAA. The topic will be further discussed at future meetings.

Volleyball has high numbers with about 26-28 total which is difficult because many teams in our league do not have JV teams. We are looking at possibly hiring another assistant coach.

Dan Dugan spoke on all of the different ways OSAA is looking at numbers and calculations; enrollment numbers, free and reduced lunch, online school students.

Amber Burns asked if we should track online students on our profile

Dan Dugan said that it isn't really tracking that we need to do, but we get an accurate count quarterly.

Trina Comerford stated that she does not care what OSAA does, we need to do what is best for students and Perrydale. She is disappointed that the high school lottery was not drawn today after they were agreed on. Spoke on frustration with being concerned with OSAA

Further discussion on numbers and lottery.

Trina Comerford stated that the board should have been notified that the high school numbers weren't being drawn and doesn't want to be worried about enrollment numbers.

Eric Milburn said that in past practice it was about managing numbers and keeping them in a specific range. What is a better process?

Trina Comerford thinks we have a good process, it is an educated guess. We need to have the discussion and once it is voted on, we go forward with it. Manage numbers with the tools we have in the moment.

Jenn Larson commented that sports are important, but it is about the students coming here and getting an education.

Trina Comerford wants administrators to feel supported and trusted.

Brian Kohlmeyer commented that we save many students on the education side, because of our sports programs and students being able to play.

Middle School Football has a camp at Camp Rilea and high school has 17-18 boys out for football.

Summer school today.

- **Special Education Director Erin Henery** – not in attendance

4b – Facilities/Maintenance Report

Report was handed out to the board. Troy Lieuallen reported via Eric, that he couldn't find the dry heads report, so he was contacting AFP to get another copy.

There is a unit freezer not working, items were spoiled because of it and he is now looking for a new one. It was about 15 years old

Dan Jones asked what size they were looking for and Eric Milburn will send along the information.

Dan Jones also asked for a report on where we are with the tree removal.

4c – School Profile

New hand out given with updated numbers from when board packet was sent out.

Trina Comerford asked for clarification on what is done at registration to verify addresses on in district students and there was a lot of discussion.

Call county, utility bill, driver's license, rental agreement and driver's license.

A lot of discussion on process and procedures related to accepting verification.

Trina Comerford asking personally, ethical, legal process; specifically if a child moves in with grandparent.

Eric Milburn stated that they have to guardianship papers. Try to verify as best we can.

4d – CTE Revitalization Grant

Hand out given

Windows have been ordered from Dallas Glass. It looks like it will be finished on time. Changes include split unit, flooring

Brian Kohlmeyer asked if everything was on budget

Paul Trahan attended and stated that we may even be under budget.

5. Patron Input

None

6. Board Comments

Brian Kohlmeyer commented that he is looking forward to football camp.

Jenn Larson asked if there is a date for the Promise Training yet, and it was clarified that the trainer would be emailing out the dates available.

Trina Comerford is excited for the start of the school year.

7. Announcements/dates of Importance/Correspondence

Work session for consent agenda on September 16th at 6:30 p.m.

OSBA Fall Regional Meeting is coming up in McMinnville on October 2nd. Dinner is at 5:30 p.m. and Meeting is at 6:00 p.m.

August 26th – TAP Grant Meeting 6:30 p.m.

September 3rd – First day of school

September 5th – PPC Back to School BBQ 3:45-6:00 p.m.

September 16th – Work Session – Consent Agenda 6:30 p.m.

September 19th – Open House 5:30 p.m.

Meeting adjourned at 8:58 p.m.