

**Members Present:** Chair – Trina Comerford, Brian Kohlmeyer, Amber Burns, Jenn Larson, Katie Fast

**Administrators Present:** Superintendent/AD – Dan Dugan  
SPED Director – Erin Henery  
Elementary Admin – Christy Ford

**Staff:** Business Manager – LaRae Sullivan

**Visitors Present:** Jessica Keene, Alex Graber, Steve Earl - HMK, Brian Shuldberg – Mid. Co, Rex Squires – Mid. Co, Paul Chamberlain - HMK

**Minutes by Agenda Item:**

**1. Call to Order/Welcome**

**1a - Pledge of Allegiance** – The meeting was called to order at 7:03pm by Chair, Trina Comerford and commenced with The Pledge of Allegiance.

**1b - Audience Introductions** – see attached list and above

**2. Approval of Agenda**

Change the name of Item 8c to ‘Alternative Contracting Method’ from RFP-CMGC.

Dan Dugan asked if the board wanted to talk about a work session under item 7 or item 8.

Trina Comerford stated that they would add work session Paradigm discussion as item 7c.

Amber Burns moved to approve the agenda with noted changes.

Brian Kohlmeyer seconded.

All in favor. Motion passed with five votes.

**3. Delegations of Visitors –**

None

**4. Swearing in New Board Member Katie Fast**

Amber Burns read the oath of office to which Katie Fast repeated.

## Sample Oath of Office

Recently elected and appointed board members must take an oath of office before assuming the duties of office. A sample oath from OSBA:

"I, \_\_\_\_\_, do solemnly swear (or *affirm*) that I will support the Constitution of the United States, the constitution and the laws of the state of Oregon, and the policies of \_\_\_\_\_ School District (ESD or Community College). During my term, I will faithfully and impartially discharge the responsibilities of the office to the best of my ability."

Legal reference: ORS 332.005

### 5. Election of Board Chair and Vice Chair

Amber Burns nominated Trina Comerford for Board Chair  
Brian Kohlmeyer seconded.

All in favor; Trina Comerford voted Board Chair

Amber Burns nominated Brian Kohlmeyer for Vice Chair.  
Trina Comerford seconded.

Four votes for; Brian Kohlmeyer voted against. Passed voting Brian Kohlmeyer as Vice-Chair

### 6. Consent Agenda

- a. Board minutes from June meetings
- b. Bills and AP Check #'s 16429-16519 and 9000079-9000087
- c. School Profile

Brian Kohlmeyer moved to approve the consent agenda  
Amber Burns seconded.

No further discussion  
All in favor. Motion passed with five votes.

### 7. Items of Information for the Board

#### a. Spotlight on education

Dan Dugan spoke about previous Perrydale graduates helping with summer camp. He has enjoyed having hem and they have enjoyed seeing each other.

Jenn Larson stated that they have made a great impact on the younger kids.

Trina Comerford stated that it has been fun to have them around.

Dan Dugan also stated that it has been a good turnout for summer camp with over 140 kids.

## **b. Updates/Reports**

### **1. HMK – Paul Chamberlain**

Paul gave a report and included additional information in the packet. He stated that in May the company hit the ground running with concepts and design. They did two RFP's; one for topographical surveying and one for Geotechnical where 6-7 samples were taken. He stated that they are moving in to cost estimating and escalating percentages for changes the best they can. They will do the cost estimates in the next month.

A sample motion was made available for the CMGC to help with language.

Steve Earl added that bringing a contractor in early in the process could help with cost estimator. They are very transparent in the process and suggest cost saving ideas.

### **2. Superintendent Report**

Report included in board packet. Dan gave a camp update and spoke about upcoming registration, athletics and other activities on campus.

### **3. Elementary Report**

Report was included in the packet. Dan Dugan already talked about Spotlight, Christy Ford added by mentioning each previous graduated, and what position they are working for summer camp.

### **4. Sped Report**

Report was included in packet. Current count of 30 students and looking toward what the focus will be for next year. Working with WESD transition specialist and talking with teachers to create jobs around the school. Giving students pre-employment skills.

Dan Dugan added that they are making changes in IEP's and transition programs with legislative changes.

Erin also addressed discipline and changes they are making there. Being proactive rather punishment. Digging deeper in to they "why."

Trina Comerford stated that she likes that.

### **5. Facilities Report**

Report included in packet.

Trina Comerford wanted to go back to the Superintendent report and asked what we are doing with the hot spots.

Dan Dugan stated that we are contracted through August and we are hanging on to the. The SIM cards expire.

Trina Comerford stated that internet is a part of education and asked if admin is looking in to what families might need them to continue to work on schoolwork.

Dan Dugan said that we do need to keep that in mind and should know what the final version is from the state to be prepare for. There should be more flexibility this year.

Trina Comerford wanted to clarify that we own the hot spots and we can extend and use them.

Dan Dugan said yes at \$20/month.

Jenn Larson referred back to the Facilities report and asked they were struggling finding families to take the wood from the tree cut down.

Dan Dugan said yes and he talked to Makenna and thought they would bring in wood splitters and sell if for FFA fundraiser.

### **c. Paradigm discussion from work session**

Dan Dugan shared that at the work session, the board had been given some numbers. Katie Fast asked what the break-even number was and that is 35 students enrolled.

Dan Dugan stated that the method we used for this school year is not feasible moving forward. It is hard to teach in person and online together. What do we do the upcoming school year for those families who aren't comfortable coming back in person?

Discussion on what Alsea did for their charter school. Paradigm learning systems ran the program for Alsea.

The project would include \$200,000 fee upfront to Paradigm, which would be the cost of 100 kids.

Trina Comerford asked if a charter would need to have its own board.

Dan Dugan said that it depends on which route you take.

Trina Comerford asked if the administrators and secretaries felt comfortable taking on that role and Dan Dugan said that up to 50 students, yes. He would want it to be successful for kids so the comfort level for a teacher would be for enrollment between 1 and 50 students. He asked if they wanted to have another discussion about it.

Jenn Larson asked if this would be K-12 and Dan Dugan clarified that, it would be K-8. He stated that 9-12 would be more complex. It comes down to how much risk we want to take.

Trina Comerford asked where the teacher would work from and Dan Dugan answered that they would work from home and the admin and secretary would work from the building. He also stated that modulars could be used later for in person.

Dan Dugan asked if they wanted to have a larger discussion on Wednesday.

Trina Comerford asked what we do for high school online and Dan answer that we are still looking at other options. Not sure how many we will have that need to go that route. There is a possible average of two per class at the K-8 level.

Jenn Larson stated that she would like more discussion.

Trina Comerford agreed that they need more discussion.

Date and time will be decided at the end of the meeting.

## **8. Items for Board Action**

### **a. Resolution 22-01 – This is the Annual Organization Resolution**

Jenn Larson said that we should be able to go back to regular lunch fees.

Trina Comerford asked how we are doing financially with Seamless Summer.

LaRae Sullivan stated that we are reimbursed more for Seamless Summer

Trina Comerford asked how the athletic participation fees are.

Dan Dugan stated that he had this discussion with office staff. We have to raise them at some point; just not sure this is the year to do that. Other fees we are looking at raising are listed. It has been 17 years or so.

Jenn Larson agreed that they do need increased, but this is not the year to increase them.

Brian Kohlmeyer moved to approve resolution 22-01.

Amber Burns seconded.

No further discussion.

All in favor; motion passed with five votes.

### **b. 2021-2022 School Fees**

Trina Comerford asked what is done with the planner

Dan Dugan stated that we didn't charge for them last year, but we order them and hand them out.

Trina Comerford said that the classroom and planner fees are always a point of contention for her. \$20 for activities and supplies and then a large supply list sent home seems like a lot.

Christy Ford spoke to the classroom fee and gave an example of being for a larger classroom purchase for the education of the students as a whole.

Trina Comerford commented that we should be budgeting for that.

Brian Kohlmeyer moved to approve the 2021-2022 school fees

Amber Burns seconded.

No further discussion.

All in favor; motion passed with five votes.

**c. Alternate Contracting Method CMGC**

ORS279c allows for comments. There was a notice in the Itemizer Observer and the Daily Journal of Commerce.

Katie Fast moved to approve and read the sample motion below provided by HMK.

“I move to accept the findings of fact for the Construction Manager|General Contractor contracting method as presented for Perrydale School District 21 Capital Improvement Project. The request is to use the Construction Manager|General Contract procurement process, CMGC.

Brian Kohlmeyer seconded.

No further discussion.

All in favor, motion passed with five votes.

**d. RFP – Transportation**

Dan Dugan stated that this RFP was put out in the Itemizer Observer and the Daily Journal of Commerce as well and only received a proposal from Mid. Columbia. It was scored out by the team and Dan Dugan read the recommendation of the team.

Brian Kohlmeyer moved to approve the contract to Mid. Co for September 1, 2021 through June 30, 2026

Jenn Larson seconded and added her thanks.

No further discussion.

All in favor, motion passed with five votes.

**e. New Hires:** Makenna Hanson-Johnson 8<sup>th</sup> grade, Kacey Parks 6<sup>th</sup> grade, Brittany Matthews 3<sup>rd</sup> grade, Savannah Enz 2<sup>nd</sup> grade, Alex Graber Math Specialist, Lottie Breeden Varsity Volleyball

Jenn Larson asked if there was going to be a meet and greet to ease the anxieties before the first day of school. It was unclear. Possible YouTube video was mentioned to introduce new staff and classroom changes. Not sure, what guidelines will be in place.

Amber Burns moved to accept the new hires.

Brian Kohlmeyer seconded.

No further discussion.

All in favor, motion passed with five votes.

**f. Resignation of staff – Erika Willis, Spanish**

Dan Dugan shared Erika's resignation and stated that she provided a lot of stability in Spanish and ELL.

Amber Burns moved to approve the resignation of Erika Willis

Brian Kohlmeyer seconded.

Trina Comerford stated that she will be missed, but excited for her family.

All in favor; motion passed with five votes.

#### **g. Athletic Director**

Dan Dugan gave the board a proposal for recommending hiring Chris Gubrud with a \$9,000 Confidential Contract to take over Athletic Director duties.

Jenn Larson stated that she wasn't seeing an amount on the document provided.

Dan Dugan clarified that the total wasn't listed, but it was for \$3,000 each athletic season; fall, winter, and spring.

Jenn Larson moved to approve the Athletic Director Proposal for the 2021-2022 school year.

Katie Fast seconded.

Trina Comerford stated that we need to make sure a nice contract is drafted.

No further discussion.

All in favor; motion passed with five votes.

#### **9. Patron Input**

None

#### **10. Board Comments**

Jenn Larson thanked Troy and the maintenance crew and said she appreciates Dan and grateful that he saw the need for help with Athletic Director position.

#### **11. Announcements/Dates of Importance**

Listed on agenda

Second weekend in August is Polk County Fair

July 28, 2021 Policy Meeting 6pm

July 27, 2021 Paradigm work session 7pm

Trina Comerford wanted to clarify that the YouTube videos will be for board meetings only; not work sessions.

Meeting adjourned at 8:44pm