

**Members Present:** Chairman Dan Jones, Anna Scharf, John Cruickshank Jr., Trina Comerford, Amber Burns

**Administrators Present:** Superintendent/Principal – Eric Milburn  
Special Ed Director – Erin Henery

**Staff:** Business Manager – Amy Lieuallen  
Maintenance Supervisor – Troy Lieuallen

**Visitors Present:** See Attached

**Minutes by Agenda Item:**

**1. Call to Order/Welcome**

**1a. – Pledge of Allegiance** – The meeting was called to order at 7:04 p.m. in the Science Lab by Chairman Dan Jones. The meeting commenced with The Pledge of Allegiance.

**1b. – Audience Introduction-** See Attached

**2. Approval of Agenda** – Anna Scharf announced adjustments to the agenda. Item 4 - consent agenda scratched. Items a, b, and d will be moved under action item (section VII c, d, and e) and c - enrollment report will be moved to reports. Nothing needed to do be done with audit report.

Anna Scharf move to approve agenda with noted changes. Trina Comerford seconded. Motion passed unanimously.

**3. Delegations of Visitors** – None.

**4. Consent Agenda** - Scratched in approval of agenda

**5. Reports**

**5a. Financial - Amy Lieuallen** - Financials look good. Again the first two lines on instruction expenditure shows over 100%, but due to budgeting out the 12 month pays, but will work out once encumbered.

Anna Scharf clarified that once we roll over it will won't be that way anymore. What should that number look like? Amy Lieuallen will closely in June

No more questions.

**5b. Administrators Report - Dan Dugan and Erin Henery**

- **Dan Dugan** - Not in attendance
- **Erin Henery** - Currently 38 students on IEP's

**5c. Superintendent Report - Eric Milburn** - Emailed out the long range facilities plan document and the facilities assessment report. Hopefully board had time to look at the reports. Next step asked by Marlene form Soderstrom to determine if/when additional meeting is wanted. Eric Milburn thinks yes we need to, but where do we go with the information that we have. Thoughts and needs for meeting, if so Eric Milburn will contact her and get back to those in attendance of those meetings. Information is out to the board and the public.

Anna Scharf, forgot to talk about it in the budget meeting, is any of the information going to be included in next month's facilities maintenance report; what is identified out of the \$300,000 in fund 250. Can we tie that to what Soderstrom has identified as immediate needs? Are there things that we can use fund 250 for next year?

Troy Lieuallen - What might be more productive is to meet with the committee without Soderstrom. People on the committee had ideas to do things for less. Form a facilities committee and prioritize those items. It is always good to have input. Would be good to tie those funds to some of those needs. This year need to get those funds spent.

Anna Scharf said it would be helpful before the budget committee moves the budget had some idea. That is the largest fund besides salaries and benefits. Receives the largest inter fund transfer. Have had at least budget project list, not necessarily by a committee. Walked through and look at what was needed. Would feel more comfortable is there was some level of conversation on fund 250.

Troy Lieuallen feels that there are two huge projects - roof and painting the whole exterior and sided in some areas.

Dan Jones agrees that the group should get back together, not necessarily with Soderstrom, but with what was recommended.

Anna Scharf - we should be able to show that we are using some of those funds.

Eric Milburn clarified that they do help prepare for the process of a facilities bond.

Anna Scharf mentioned that we could use the recommendations that they have, and do with them what we have funds allocated for. Use them for later conversations of a bond.

John Cruickshank since it is part of the grant, we should have them out one last time.

Anna Scharf asked if there is a timeline to have the meeting.

Eric said that the grant runs expires at the end of the fiscal year. Will see if something is available in June.

Dan Jones doesn't feel that the need to be at the meeting where we decide what to do.

Eric Milburn announced that we are finishing up State Testing in some grade levels and starting some in others. 8th grade students headed out on trip. Gearing up for graduation. Also looking at a little higher state fund, looks like we will have a pretty good grown, especially looking at the 49-51 biennium split. Any questions.

Nothing from Dan. A few accidents here and there, nothing major reported.

Trina Comerford said they could read the athletics report that was emailed out.

Eric talked about track meet. First trophy brought home by girls - 4th place. Top scoring female athlete at the 1A/2A meet was Amity Deters. She won the high jump, long jump, and triple jump. Exchange student Sophie, finished 8th in the 400 meters after a gutsy performance with a hip problem. Sydney Lawrence finished 4th in javelin, Josh Crawford, wildcard in high jump, finished 3rd, and Dustin Silver finished 7th in the long jump. Other members of the state track team were Connor Kelly and David Domes who competed in the 4x100 relay along with Dustin Silver and Josh Crawford. David Domes competed in pole vault. Athletes in classroom have had some of the best GPA's in the state. Girls track 3.62, boys track 3.5, and girls softball 3.68. Girls softball also made first round of district playoffs.

Trina Comerford gave kudos to the athletes, administrators, teachers, parents, and coaches. Job well done.

**5d. Facilities/Maintenance - Troy Lieuallen** - It's been a challenge keeping up with the mowing and stuff, but Chris Gubrud has been helping. Exterior LED lights are scheduled to be done by June 2nd and the parking lot restripe is being done on June 1st. Beautification day coming up and everything getting looking sharp for graduation.

Trina Comerford asked when Beautification Day is.

Troy Lieuallen wasn't sure the exact day, thinks June 4th.

Anna Scharf asked when the deadlines are for the bids for electrical upgrades.

Troy Lieuallen has two of them for the main electrical from 115 to 225 from McMullen and S&S, just waiting for final one. DCE is busy so might have to go out to get another one.

Anna Scharf asked if they were coming in where expected.

Troy Lieuallen said that it is coming in lower than expected, but didn't know what to expect.

Anna Scharf asked which trees Troy is talking about in his report.

Troy responded that they are the huge windbreak trees by West Perrydale. One has to come down, they are a maintenance nightmare.

Trina Comerford asked if we have to get bids for that.

Troy Lieuallen said he likes the sound of that and can get started.

Dan Jones said that Troy puts in a lot of time on his reports and doesn't have to attend meetings, because of how fantastic his reports are. Always appreciated, but wants to honor his time.

**5e. CTE Revitalization Grant - Eric Milburn for Christina Lorenz** - drawings that Ron Ped developed from meeting last week.

Anna Scharf asked if it was the same architecture firm that is \$5,000 a month and Eric Milburn responded that no, it is not. This was a different opportunity. Brought a potential project manager to meeting them and will have proposal to Eric some time in the week.

Dan Jones asked if there is a name.

Eric Milburn doesn't want to say the name without having an official proposal. No idea yet on cost, but has done similar project. Owns his own company as a project manager. He was the project manager for the big CTE building for Salem-Keizer School District. Will put a fee schedule together right away.

Anna Scharf asked how much we were charged for the drawings.

Eric Milburn said that there is an invoice for that, but it might be in the next months financials. Fairly reasonable compared to other architect.

Eric and Christina Lorenz are meeting with Ronald Gardner next week for final confirmation on extension.

Anna Scharf asked if he feels like we are going to get it and Eric Milburn feels good about it.

**5f. Enrollment Report (School Profile)** - Eric Milburn asked if there were any questions on the enrollment. Since talking about student population, Eric Milburn asked if they were still going to make a motion to keep our current students who are here on interdistrict transfers as continual students. If so then we could add that to the agenda next month. Could be added this month.

Anna Scharf asked if we could double check on the numbers. Thinks that the numbers from last month are wrong. Maybe it is February number, not March number.

Trina Comerford commented that board usually talks about students on the one year. That number is usually given.

Anna Scharf said that we have an anticipated column and looked at that.

Eric Milburn said that those numbers are on the report.

Anna Scharf said that it was at the same meeting, but different actions.

Trina Comerford said that open enrollments were done in March (doesn't exist anymore), in April the interdistrict transfers (one year students) and then in June kindergarten and other grades.

Eric Milburn commented that kindergarten is May because of roundup in April.

Trina Comerford thought they were in three different months.

Trina Comerford asked what harm does it do us to move the number forward and move on? If we have the ability in this meeting to take action and move on then we should.

Moving to action item and no more discussion.

## **6. Discussion Items**

**6a. Secondary Student Success Coordinator** - Eric Milburn put the information from last month back in to this month's packet and working on a job description.

Anna Scharf asked if it will be under the licensed salary positions, because we don't have job descriptions for licensed positions.

Eric Milburn said that we should work toward having job descriptions for all positions, including licensed positions. It will fall under licensed salary and be teacher on special assignment.

Anna Scharf said that maybe we should make a side note that we work with the teachers union to have the job descriptions accurate before negotiations.

Eric Milburn said that this position would need an MOA, because of the flex hours.

Anna Scharf said that that would go back to a conversation why that wouldn't be turned in to a confidential contract.

Eric Milburn said that it is because it is a certified position. Just going by what he was told; basically a recognition clause treated like any other teacher.

Trina Comerford asked if legal would draw up the MOA and submit it.

Eric Milburn said that that is exactly what he was told.

## **7. Action Items**

**7a. Set Kindergarten Inter-District Transfer number based on Kindergarten Roundup numbers.** There are currently nine in district students and five students with siblings currently attending which are allowed preference. Total of 14. Seeking six more students through Inter-District Transfer for a total of 20.

Eric Milburn stated that he feels that that is a good number to be at.

John Cruickshank said that he thinks that is what was done last year and then can adjust in August.

Trina Comerford moves that we allow to go out for interdistrict transfer of 11 kindergarten positions, giving preference to five students with siblings currently attending Perrydale. This leaves a remainder of six open positions.

John Cruickshank asked if we need to state the five sibling students or just the 11 and let the law take over.

Eric Milburn said that we have state, because they are interdistrict transfers. Law allows the preference. Would separate them so it doesn't get muddled up.

Anna Scharf asked what if the five siblings don't come then we only get 6. We approve 11 spots and the law states how we allocate those slots.

Eric Milburn would state it as 11 positions with 5 students getting prioritization based on the law. It would work either way.

John Cruickshank seconded motion. No further discussion. Motion passed unanimously.

**7b. Resolution for Intent to Rehire Classified Staff 2019-2020** - Handed out in the meeting.

Dan Jones asked if it was correct that it said 18-19 on the hand out.

John Cruickshank said that it was correct because it was done the 18-19 school year for the next year.

Anna Scharf moves to approve resolution #3 2018-2019 as submitted.

Amber Burns seconded.

Further discussion - Stacy Fillible should say general education instructional aide.

Anna Scharf moves to approve resolution #3 2018-2019 Intent to Rehire Classified Staff with the change of Stacy Fillible title to general education instructional aide.

Amber Burns seconded.

Trina Comerford asked if this is what they want.

Eric Milburn said that this is what we currently have to move forward. Can still make changes.

Motion passed unanimously.

**7c. Minutes from April 15, 2019** - Anna Scharf moves to approve minutes from April 15, 2019 as submitted.

John Cruickshank seconded.

Motion passed unanimously

**7d. Bills - AP Check numbers 14671-14772** - no questions

Amber Burns moved to approve AP check numbers 14671-14772.

Trina Comerford seconded.

Motion passed unanimously.

**7e. Personnel Report** - Needed a correction of date to the May date instead of the April date.

Morgan Crawford is our current student teacher and excited to bring her on to the team as High School ELA teacher.

Trina Comerford moved to approve hiring of Morgan Crawford as High School ELA teacher.

Anna Scharf seconded.

Trina Comerford wanted to say that she appreciates her hard work finishing up the school year.

Motion passed unanimously.

**7f. Summer Moves** - can just make a motion, but doesn't hurt to add. Board reviewed the enrollment report.

Trina Comerford asked if the numbers were correct (29 1 year students and 2 summer moves).

Eric Milburn clarified that the numbers are correct.

Trina Comerford moves to approve the 31 existing one year and summer move transfer students to allow continued enrollment at Perrydale School District.

John Cruickshank seconded.

Motion passed unanimously.

**8. Patron Input** - Rex Squires from Mid Columbia Bus Company who serves our school district bus service. Being appreciative that opportunity, and behalf of Mid Columbia Bus, presents a \$500 scholarship to a student of our choice for their future endeavours.

Eric Milburn clarified that we have a process that we have used for year.

**9. Board Comments** - Amber Burns was so excited at the track meet. She thank Troy for his hard work. Eric Milburn and John Cruickshank for being at the shot put for hours and the hard work that went in to it. Stated that if her dad, who sat on the school board, would have loved it. Her son is a senior and this was his last change to participate. It was amazing to watch.

Anna Scharf commented that the grounds looked amazing. It was like clockwork and should have two next year. Also the PPC Auction also went well.

Dan Jones also wanted to say what a great job was done at the track meet. Also wanted to give recognition to staff for resurfacing the unused baseball field to turn it in to a softball field so our girls could play. Great season to middle school baseball and softball.

Trina Comerford said everything was said that she wanted to say. With her schedule assignments are a year out so by the time things get scheduled on the school calendar, she sometimes can't participate. Her child's dream to host a track meet and was overwhelmed by Facetime to see all of the people and the community involvement. Please with the PPC Auction; wonderful to visit people. It is wonderful to see parents there raising money for kids. End of the year, teachers look tired. Thank you to staff. This time of year is a lot of hard work and she is grateful.

John Cruickshank also commented on the track meet. He said when we built the track, we need to use it. Happy that Brian and Dan did a lot of work to get it ready, and all of the people who volunteered their team. Great to see all of the teams who traveled. FFA Banquet is in a couple days and he will be there hounding people to be involved and join the FFA Alumni. It is Wednesday at 6:30pm.

**10. Announcements/Dates of Importance/Correspondences**

May 28th - Spring Sports Awards

May 30th - H.S. Awards 7:45 a.m.

May 30th & 31st - Musical 7:00 p.m. (VIP night May 31st)

June 8th - Graduation 5:00 p.m. (Anna and Amber)

June 10th - 8th grade Promotion 7:00 p.m. (Dan and John)

June 11th - Kindergarten Graduation 1:30 p.m.

June 17th - Final Budget Committee Meeting 6:30 p.m.

June 17th - Regular Board Meeting 7:00 p.m.

**11. Adjournment - 8:10 p.m.**