

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

**Administrators Present:** Superintendent/Principal – Eric Milburn

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

**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 7:22 p.m. in the Science Lab by Chairman Dan Jones. The meeting commenced with The Pledge of Allegiance.

**1.2 – Audience Introduction-** See Attached

**1.3 – Adjustments to Agendas/Adopt Agendas** – Anna Scharf moved to adopt the agenda as submitted. Trina Comerford seconded. Motion passed unanimously.

**2. Delegations or Visitors** – See Attached.

**3. Items Requiring Board Action**

**3.1 – Financial Report: Approve AP Check numbers: 14390-14464** – Business Manager Amy Lieuallen stated that she is working on getting the budget percentage report together. Anna Scharf moved to approve Financial Report: AP Check Numbers, 14390-14464. Trina Comerford seconded. Motion passed unanimously.

**3.2 – Minutes – Approve December 17, 2018 Board Minutes** – Anna Scharf moved to approve December 17, 2018 minutes. John Cruickshank Jr. seconded. Motion passed unanimously.

**3.3 – Policy DLC-AR (needs approval as is before OSBA will modify)-** Anna Scharf understood that the language would state – District Employees and Board Members. She would like Board Members added. There was discussion on why OSBA wants the Board to adopt it before they will modify? Anna Scharf motioned to table Policy DLC-AR until there is an OSBA template to approve. Trina Comerford seconded. Motion passed unanimously.

**3.4 – Mel Mays Retirement Contract** – Motion #1- Anna Scharf moved to approve January 31<sup>st</sup>, 2019- June 14<sup>th</sup>, 2019 Retirement Contract. John Cruickshank Jr. seconded. Trina Comerford – No, Dan Jones – No, Anna Scharf – Yes, John Cruickshank Jr. – Yes. Tied vote. Some discussion. Motion #2 – Anna Scharf moved to approve January 31<sup>st</sup>, 2019 – June 14<sup>th</sup>, 2019 Retirement Contract. John Cruickshank Jr. seconded. Upon further review it was decided that no further Board action is needed. Contract was signed by Board Chair, Dan Jones and Superintendent, Eric Milburn.

**3.5 – 2019-2021 Local Service Plan with WESD** – The Board is just approving the LSP menu provided by the WESD and then the District will decide where money is needed to be spent. Trina Comerford moved to approve 2019-2021 Local Service Plan with WESD. John Cruickshank Jr. seconded. Trina Comerford would like to see a yearly report on how the District uses these dollars. Anna Scharf said she would love that too. Motion passed unanimously. Board Chair, Dan Jones signed contract.

**3.6 – Employees Resignations: Boys’ Baseball Assistant Coach – Tom Homan** - Anna Scharf moved to approve the resignation of Boy’s Baseball Assistant Coach – Tom Homan. John Cruickshank Jr. seconded. Trina Comerford stated how much she has appreciated Tom and what a great role model he has been for our kids. Motion passed unanimously.

**3.7 – New Hires: MS Boys’ Basketball Assistant Coach – Haylen Janesofsky** – Eric said Haylen is doing a great job. John Cruickshank Jr. moved to approve the hire of MS Boys’ Basketball Assistant Coach- Haylen Janesofsky. Trina Comerford seconded. Motion passed unanimously.

**3.8 – Division 22 Assurances** – This has to happen each year before February 1<sup>st</sup>. Eric Milburn said Perrydale is in compliance with all. Anna Scharf moved to approve Division 22 Assurances. John Cruickshank Jr. seconded. Motion passed unanimously.

**3.9 – Certified and Classified Employees MOU for switching Veteran’s Day and President’s Day as paid holidays** – Anna Scharf moved to approve Certified and Classified Employees MOU for switching Veteran’s Day and President’s Day as paid holidays. John Cruickshank Jr. seconded. Motion passed unanimously. Board Chair, Dan Jones signed MOU.

**3.10- Budget Calendar for 2019-2020-** Business Manager, Amy Lieuallen kept Budget Calendar from previous year. Anna Scharf inquired about who is left on the budget committee? We need to know who is on and when their term expires. Position 3 and 5 are vacant. Anna Scharf moved to approve Budget Calendar 2019-2020 as submitted on January 22, 2019 with the exception of line 1 (“Board fills by appointment all Budget Committee vacancies to 3 year term.”) John Cruickshank Jr. seconded. Motion passed unanimously.

**3.11 – PACE Joinder Trust Agreement** – Anna Scharf moved to approve PACE Joinder Trust Agreement. Trina Comerford seconded. Trina wondered if there were any changes. Eric Milburn said only the bulleted points on the first page and explained a few of these. Motion passed unanimously. Board Chair, Dan Jones signed Trust Agreement.

**\*3.12 – Co-Op with Amity for Boys’ Baseball for 1 year – (added in after emergency text from Athletic Director, Dan Dugan after Item 4.1 in Items for Information of the Board-See note below)** – Anna moved to approve a 1 year Co-Op with Amity School District for Boys’ Baseball. John Cruickshank Jr. seconded. Motion passed unanimously.

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

**4.1 – Audit 2017-2018** – Business Manager, Amy Lieuallen said the audit was an adventure and she is glad it was a clean audit. Trina Comerford is frustrated with how long it took. Anna Scharf thinks we need to do an RFP and look for another auditing company.

**\*Anna Scharf requested a suspension of the rules to add in Item 3.12 Co-Op with Amity School District for Boys' Baseball for 1 year under Items for Board Action after an emergency text by Athletic Director, Dan Dugan.**

#### **4. 2- Administration Reports –**

- Dan Dugan – Not present.
- Erin Henery – SPED – Currently has 36 students on IEP's and 13 on 504's. She said that they are going to be adding students with Epi-Pens to 504's. It will add 4 or 5 more students.
- Eric Milburn- TAP Grants, CTE Revitalization Grant.
  - TAP Grant – Soderstrom Architects is going to be ready for the first meeting on February 11<sup>th</sup> for a kick-off meeting with the team at 6:00 or 6:30 p.m.
  - CTE Revitalization Grant – Eric has been in contact with the architect and plans are 70% done and plans to meet with the civil engineer. The next part is the mechanical/plumbing plans which are 85% complete. Anna enquired about what size of building is being worked on? Eric said it is the original size building of 54 X 100. Eric and Troy Lieuallen will oversee the project as project managers. Trina said she is concerned Troy will be spread too thin. Anna is very concerned about having enough money to finish the building. Eric said they are hoping for volunteers to help with some of the aspects of the project.
  - Eric talked about the proposed plan of adding days for students to 180 instructional days and how it would affect Perrydale. He is not sure if they will go with minutes or count days. Most 4 day/week schools are at the maximum of instructional hours.
  - Finals are next week, so gearing up for that.
  - Due to some allergies of some students, there is going to be no food allowed in classrooms. There was discussion about concerns from all sides on this new rule.

#### **4.3 – Facilities/Maintenance Report- Troy Lieuallen –**

- Signed up for Lead Based Paint Certification. This is good for 5 years.
- Working on updating lighting to LED with Energy Trust and some other money that is in some other funds.
- There is water in basement and looking at that and maybe some possible solutions.
- Working towards pesticide license.
- Thursday will be a water shut-off day and in 2-3 weeks there will be another couple of days.

#### **4.4 – School Profile – Eric said currently at 310 enrollment.**

#### **5. Patron Input – None**

- 6. Board Comments -** Trina Comerford is sad on the decision of no food in classrooms. It is not teaching students life coping skills. Encouraged administration to be proactive on how to make it work better. No comments from remaining board members.

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

February 4 <sup>th</sup> -	Workshop for Budget
February 5 <sup>th</sup> -	Executive Board Meeting @ 5:30 p.m.
February 19 <sup>th</sup> -	Regular Board Meeting @ 7:00 p.m.

**8. Adjournment – 9:20 p.m.**