

**Members Present:** Chair – Trina Comerford, Brian Kohlmeyer, Amber Burns, and via Zoom  
Dan Jones, Jenn Larson

**Administrators Present:** HS/MS Principal/AD – Dan Dugan  
SPED Director – Erin Henery

**Staff:** Business Manager – LaRae Sullivan

**Visitors Present:** In Person: See attached  
Online: Kayla Fanning, Jayde Eichler, Liz Davis, Melissa Nisly, Christy Ford, Anna Scharf, Kathy Tompkins, Shane Brown, Crystal Beach, Parr's, Alex Graber, Laura Kohlmeyer

**Minutes by Agenda Item:**

**1. Call to Order/Welcome**

**1a - Pledge of Allegiance** – The meeting was called to order at 7:18 p.m. by Chair Trina Comerford. The meeting commenced with The Pledge of Allegiance.

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

**2. Approval of Agenda**

Brian Kohlmeyer stated that the resignations of Matt Graber and Shane Brown needed to be added and would be 5g.

Trina Comerford stated that new items 5a. Approve Separation Agreement with Eric Milburn and 5b. Appoint Acting Superintendent would push the listed items to 5c, 5d, 5e, and 5f. Other additions are 5g. Resignations of Matt Graber, MS football coach and 8<sup>th</sup> grade teacher Shane Brown, 5h. Pay to Play, 5i. Policy DBEA, 5j. OSBA Superintendent Search, 5k. Project Manager.

Jenn Larson asked for an update on the counselor position with Polk County and this was added as item 6d and Math specialist/2<sup>nd</sup> grade was added as item 6e.

Trina Comerford stated that they need to set dates for a board work session. Item 6 or 9.

Amber Burns said that could go under Item 9 dates and announcements.

Brian Kohlmeyer moved to approve the agenda with the noted changes.

Amber Burns seconded.

No further discussion.

All in favor; motion passed with five votes.

**3. Delegations of Visitors –**

Kathy Tompkins wanted to express that losing Mr. Brown was a huge loss.

**4. Consent Agenda**

Brian Kohlmeyer moved to approve the Consent Agenda

Amber Burns seconded.

All in favor; motion passed with five votes

**5. Items Requiring Board Action**

**5a. Separation Agreement Approval**

Amber Burns moved to accept Superintendent Milburn's resignation effective February 12, 2021 and to delegate authority to the Board Chair to finalize this action.

Brian Kohlmeyer seconded.

Amber Burns amended her motion to state the date should be March 1, 2021 and reads that she moves to accept Superintendent Milburn's resignation effective March 1, 2021 and to delegate authority to the Board Chair to finalize this action.

Brian Kohlmeyer still seconded.

Trina Comerford clarified with the statement that Eric Milburn is leaving the district and is available for administrative support or for administrative questions.

No further discussion.

All in favor; motion passed with five votes.

**5b. Appoint acting Superintendent**

Brian Kohlmeyer moved to appoint Dan Dugan as acting Superintendent pending the completion of Interim Superintendent hiring process.

Amber Burns seconded.

No further discussion.

All in favor; motion passed with five votes.

**5c. Resolution 21-09 ESSER II Grant Funds FY20-21**

LaRae Sullivan clarified that this was additional CARES Act funds coded to 2000 support services and 1000 instructional services. This resolution accepts these funds.

Trina Comerford asked if this was in addition to the CARES Act fund and LaRae said that it was. This money helped us get back in to school.

Brian Kohlmeyer moved to approve Resolution 21-09 ESSER II Grant Funds FY20-21.

Jenn Larson seconded.

No discussion.

All in favor; motion passed with five votes.

**5d. Resolution 21-10 to extend certified contracts**

Trina Comerford asked if we just leave Shane Brown on the list and then accept his resignation and it was clarified that yes that is what should be done.

Jenn Larson moved to approve Resolution 21-10 to extend certified contracts.

Brian Kohlmeyer seconded.

Trina Comerford commented that she was grateful for staff and their hard work.

No further discussion.

All in favor; motion passed with five votes.

**5e. MOU Classified Contract**

Brian Kohlmeyer moved to approve the Memorandum of Understanding of expectations During all forms of reopening instruction made between the Classified Staff and the Perrydale School District on 2/4/21.

Amber Burns seconded.

No further discussion.

All in favor; motion passed with five votes.

**5f. MOU Certified Contract**

Brian Kohlmeyer moved to approve the Memorandum of Understanding of Expectations during all forms of reopening instruction made between the Perrydale Teachers Association and the Perrydale School District on 2/4/21.

Amber Burns seconded.

No further discussion.

All in favor; motion passed with five votes.

**5g. Resignation of staff**

Dan Dugan stated that Matt Graber was resigning as Middle School Assistant Football Coach and Shane Brown was resigning as 8<sup>th</sup> Grade Teacher.

Brian Kohlmeyer moved to approve the resignations of Matt Graber and Shane Brown.

Amber Burns seconded.

Dan Dugan spoke highly of both Shane Brown and Matt Graber. To fill the position for 8<sup>th</sup> grade teacher, we will go for a long term sub for the remainder of the year, when Shane leaves and the position for Middle School Football Coach will be posted.

No further discussion.

All in favor; motion passed with five votes.

#### **5h. Pay to Play**

Dan Dugan shared that it has been a difficult year and there is a lot of uncertainty where teams will be playing and how much. He asked the board to discuss pay to play and possibly waiving the fees, making them optional. Some have already paid and that could be burdensome for the business manager. The revenue hit will be around \$8,000

Brian Kohlmeyer asked what the current fee is and Dan Dugan said high school is \$120 and middle school is \$95.

Amber Burns asked what it does budget wise and how big of an issue is it for those that already paid.

LaRae Sullivan said it was about \$8,000.

It was also clarified that not many people had already paid the fee and those that did can be returned or carried over to next year.

Trina Comerford asked how big of a hassle it would be to make it voluntary and LaRae said it would not be a hassle.

Trina Comerford stated that the season could end at any given moment or be suspended/quarantined. The savings on transportation and officials could offset the cost. She stated that would like to see the board waive the fees this year.

Brian Kohlmeyer moved to approve waiving of sports fees for the remainder of the 2020-21 school year.

Jenn Larson seconded.

No further discussion.

All in favor; motion passed with five votes.

#### **5i. Policy DBEA – Budget Committee**

Trina Comerford stated that she has not met with the policy committee as originally discussed and asked when we start accepting applications.

LaRae stated that we accept applications 2/28-3/15.

LaRae highlighted the changes and those were discussed. The changes include the wording of:

*The Board will announce the vacancies and receive applications from interested persons during the month of February or until the March Board meeting. The Board can accept applications for any unfilled positions until the first budget committee meeting begins.”*

And

*At the March Board meeting and until the first budget committee meeting begins, the Board will review the names of persons filing applications and names of those person who have served previously and are willing to be reappointed. The Board will appoint persons to fill the vacant positions.*

Trina Comerford stated that she is torn. She wants this approved, but no harm in accepting later applicants.

Brian Kohlmeyer stated that we have tried to do it, but it hasn't worked out.

Jenn Larson moved to approve policy DBEA with the noted changes.

Brian Kohlmeyer seconded.

Further discussion on interpretation of policy and why it should be changed.

Motion passed with a 4-1 vote; Amber Burns voted against.

#### **5j. OSBA Hiring Search**

Dan Jones stated that he would prefer to use OSBA for the entire search process

Trina Comerford asked about doing the Qualities and Qualifications and the decided whether to move forward with the entire search process with OSBA

Dan Jones stated that he would rather do it in just one vote than to separate.

Brian Kohlmeyer said he would like to do the Qualities and Qualifications and then decide on the remainder.

Amber Burns agreed.

Jenn Larson also agreed and said that it is made clear that we can add it later.

Trina Comerford would also like to do the Qualities and Qualifications and liked that the cost of that would be absorbed if we move forward with the rest.

Amber Burns moved to the hiring of OSBA to provide Perrydale School District Executive Search Qualities and Qualifications Survey Facilitation Services beginning on February 12, 2021.

Dan Jones seconded.

Amber Burns amended the motion to change the date to February 22, 2021

All in favor; motion passed with five votes.

## **5k. Project Manager**

See information under item 6b.

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

### **6a – Spotlight on Education**

Dan Dugan recognized two groups this month. The food services staff, Christy Starr and Misty Scott. They work early and tirelessly to get it all done for our students in person and those still receiving meals at home.

The second group was the instructional assistants. He stated that they are an extension of the teachers.

### **6b – Project Manager**

Dan Dugan stated that both the seismic, bond and OSCIM Grants total an almost \$9 million project. He asked the board to consider a project manager.

There was discussion on what this could cost and Dan Dugan stated that a good chunk of what it would cost is already budgeted in to the grant.

Amber Burns asked about the time from for getting this.

Dan Dugan said that we really have to get to work on it. There are some things that have already been done that project manager could do.

Trina Comerford asked if we could go out for an RFP and Dan Dugan said that we could and asked if we needed a motion to do that.

Amber Burns stated that she hesitated waiting.

Trina Comerford stated that it is really important for someone to work with our bond committee.

There was further discussion on the benefits of a project manager.

Dan Jones stated that he thinks it would be fiscally irresponsible of us to take on the project without a project manager.

Dan Jones moved to add item 5K for the district to go out for FRP for a project manager.

Amber Burns seconded

All in favor; motion passed with five votes.

### **6c. Administrative Reports**

#### **Dan Dugan – Report in packet**

Spoke to the reopening success. Staff has been wonderful. There is still uncertainty with athletics, but the coaches are excited to work with the players. Football can happen as long as we offer COVID testing on site.

**Erin Henery** – 36 students. Staying flexible to get kids in person who need additional support with online learning on their off days.

**Dan Dugan** also spoke on item **6e. Math Specialist/2<sup>nd</sup> grade**

He stated that we need to support all areas of education. Mrs. Henery will help out with Middle School and Elementary as admin. Mrs. Christy Ford will help with Title I Math for part of the day and also be Dean of Students to support the elementary teachers and assistants. She will also do needs assessments with students.

He said that Ms. Enz, who was Mrs. Ford's student teacher and recently graduated, will continue as the 2<sup>nd</sup> grade teacher for the remainder of the year with the Instruction Assistant Laura Kohlmeyer.

**Facilities** – report in packet. Dan Dugan said that over the last week Troy Lieuallen went above and beyond. We had zero food spoilage due to power outage. The modulars were finished with the county.

**6d. Counselor**

Dan Dugan said that he has a meeting on Tuesday 2/23/21 with the county to make a game plan moving forward to help our students. He asked that they be prepared to confirm how our account will be credited.

Trina Comerford stated that maybe some of the savings could be used to offer support for our staff. This has been as mentally tough on them as it has on the students.

Jenn Larson thanked for adding it to the agenda and would like to hear an update after the meeting.

**Addition of 5I – Board/APT agreement**

Trina Comerford read allowed the agreement that the board made with APT during negotiations.

Brian Kohlmeyer moved to approve the addendum of additional agreements with APT.  
Amber Burns seconded.

All in favor; motion passed with five votes.

**7. Patron Input**

Kendra Van Gelder spoke as a parent to thank the board and administration for getting school re-open.

Anna Scharf was online and spoke regarding the policy DBEA. She said that there could be confusion, there is no advertisement so the advertisement needs to clarify.

Trina Comerford clarified her understanding of the policy. She understands the concerns, but it is still in compliance with the calendar.

Shane Brown was online and wanted to thank Perrydale School and community for constant support. He also commented as a teacher and parent about state testing and if there is anything the board can do when it is time, to postpone this year's testing.

## **9. Board Comments**

Amber Burns announced the budget committee opportunity.

Jenn Larson thanked Kendra and the other parents for trusting the board with their concerns. She thanked LaRae, Matt Graber, Mr. Brown for their hard work and also Dan and Erin.

Trina Comerford wanted to say to the staff, students and public that these are unprecedented times and the work everyone is doing is amazing. She is grateful to Troy and the kitchen staff. She stated that she knows it isn't easy making big changes in administration and teaching staff, but they wouldn't have made the decision if they didn't have faith in their ability.

## **10. Announcements/Dates of Importance/Correspondence**

February 19<sup>th</sup> – Friday School Day

\*\*March 2<sup>nd</sup> or 3<sup>rd</sup> work session Qualities and Qualifications with OSBA

March 2<sup>nd</sup> – work session at 6pm

March 15<sup>th</sup> and 16<sup>th</sup> – school picture day

March 15<sup>th</sup> – Board work session and regular meeting

March 15<sup>th</sup> – budget committee applications due

March 22<sup>nd</sup>-26<sup>th</sup> – Spring break

## **10. Adjournment**

Meeting adjourned at 9:47 p.m.