

Members Present: Chair – Trina Comerford, Brian Kohlmeyer, Jenn Larson, Amber Burns
Administrators Present: Superintendent/Principal – Eric Milburn
HS/MS Principal/AD – Dan Dugan
SPED Director – Erin Henery

Staff: Business Manager – LaRae Sullivan

Visitors Present: April Schorr and Anna Scharf

Minutes by Agenda Item:

1. Call to Order/Welcome

1a - Pledge of Allegiance – The meeting was called to order at 7:00 p.m. via Zoom by Chair Trina Comerford. The meeting commenced with The Pledge of Allegiance.

1b - Audience Introductions

2. Approval of Agenda

Clarified that it was the newest agenda with the executive session added that was sent out after the original board packet was sent.

Brian Kohlmeyer moved to approve the agenda.

Jenn Larson seconded.

All in favor. Motion passed with 4 votes.

3. Delegations of Visitors - none

4. Items Requiring Board Action

4a. Board minutes from regular Board meeting on April 20, 2020 and Emergency meeting on April 23, 2020.

Brian Kohlmeyer moved to approve the minutes for both regular board meeting on April 20th and emergency meeting on April 23rd.

Amber Buns seconded.

All in favor. Motion passed with 4 votes.

4b. Bills – AP Check #'s 15665-15713

Amber Burns referred to page 14 in the board packet. She was curious about the cell phone bill. In April we had Verizon and T-Mobile and Verizon almost doubled. What were the extra costs? It looks like it is being coded to 2542-telephone.

LaRae Sullivan clarified the issue that we moved from Verizon to T-Mobile and we will be getting a refund from Verizon.

Discussion on cost of both and the transition from one company to the other.

Amber Burns referred to page 26 of the board packet and asked about a car rental for \$1,354.30. What was the car for?

Eric Milburn stated that the rental was for State basketball to Baker City.

Amber Burns asked if there was a weather issue.

Dan Dugan and Eric Milburn clarified that they rent safer vehicles and we get some of that cost reimbursed back from OSAA.

Amber Burns referenced page 14 of the board packet and asked about the gift cards that were purchased out of the senior class fundraising account.

LaRae Sullivan stated that these were for the senior gift baskets out of their fundraising money.

Eric Milburn added that since there was no senior trip the money was sent back on them.

Trina Comerford referred to page 10 of the board packet and specifically check 15649 to Camp Rilea for Middle School football

Dan Dugan explained that this was a camp that was held last fall and it was out of their fundraising account.

Trina Comerford referred to page 9 of the board packet and check 15663 for the fencing project. She asked if that was over the approved amount.

LaRae stated that we finally got the final bill from the company.

Trina Comerford asked if we received change orders since it was more than the original approved quote.

Eric Milburn stated that he doesn't remember exactly, but thinks it was changes to the gates that had to be done.

LaRae Sullivan stated that she would look for why it was increased.

Trina Comerford wanted to go on record stating that check 15663 is being reviewed for being over the approved amount.

Amber Burns asked about OETC on page 16. Is there a reason we are not using eRate funds?

LaRae Sullivan stated that we have to apply in writing to use those funds and at this time the only thing approved is internet. We have to apply spring of next year.

Trina Comerford asked Eric to look at the Waxie account before the next meeting. It was previously stated that the district was switching to save money and in two year, we aren't saving any money. We need to lock in a contract.

Eric Milburn stated that there were increased costs this year with buying equipment for the gym floor, mats, and start up products.

Trina Comerford stated that that was understandable, but it doesn't look transparent and would like to get back to a contract amount

Amber Burns moved to approve bills and AP check #'s 15665-15713.

Brian Kohlmeyer seconded

All in favor. Motion passed with 4 votes.

4c. School Profile

Discussion on the freeze of ADM from ODE.

Brian Kohlmeyer moved to approve the school profile.

Amber Burns seconded.

All in favor. Motion passed with 4 votes.

4d. Resolution 20-08 to accept Career Pathways additional revenue

Trina Comerford asked how much more we were getting and LaRae Sullivan stated that it was an additional \$1,145.17.

Brian Kohlmeyer moved to approve Resolution 20-08 to accept Career Pathways additional revenue.

Jenn Larson seconded.

All in favor. Motion passed with 4 votes.

4e. Resolution 20-09 intent to rehire Classified Employees 2020-2021

Eric Milburn stated that he would like to maintain the staff he has at the classified level.

Amber Burns stated that Cindy Cruickshank was not on the list.

Eric Milburn stated that Cindy Cruickshank had a confidential contract and wasn't on the classified list.

Trina Comerford asked if everyone else was on the list.

Eric Milburn stated that Veronica Lemus was not on the list and we would need to hire a replacement.

Brian Kohlmeyer stated that he was excluding himself for an actual conflict of interest.

Jenn Larson moved to approve Resolution 20-09 intent to rehire Classified Employees 2020-2021.

Amber Burns seconded.

Trina Comerford wanted to state on record that she believes there is a perceived conflict of interest with Jenn on this matter.

Motion passed with 3 votes. 3 yes, 1 absent, and 1 excluded for actual conflict of interest.

4f. Approve 1 year inter-district transfer numbers.

Trina Comerford stated that she thought there were 13 and the profile on says 10.

This will be looked in to from beginning of the year profile.

Jenn Larson moved to approve the 1 year inter-district transfers of 2018-2019 to continue at Perrydale until they move or graduate.

Brian Kohlmeyer seconded.

All in favor. Motion passed with 4 votes.

4g. Resignation of Veronica Lemus

Eric presented the letter from Veronica Lemus that was in the board packet. Veronica will be greatly missed.

Jenn Larson moved to accept the resignation of Veronica Lemus.

Brian Kohlmeyer seconded.

All in favor. Motion passed with 3 votes.

5. Items for the Information of the Board

5a - Administrative Reports

- **Financial Report** – LaRae Sullivan went over her financial report from the board packet. LaRae wanted to clarify that the check numbers were not correct. It should have included check #'s 15648-15713.

Amber Burns amended her motion to approve the Bills – AP Check #'s 15648-15713 along with check #'s 90029-90031.

Brian Kohlmeyer seconded.

All in favor. Motion passed with 4 votes.

Trina Comerford asked about inter-fund transfer for food service. Did we not allocate enough or were the budgets overspent?

LaRae Sullivan stated that we anticipated the revenue as more than what we received and clarified that this is because the school year was shortened by three months and it is not a self-supporting fund.

Trina Comerford asked if athletics was a similar situation.

LaRae Sullivan stated that \$106,000 transfer seems to be consistent.

Jenn Larson asked if they need to do more fundraising.

Trina Comerford stated that this year is different, but we didn't budget enough. The board needs to think about if we are charging enough.

- **Superintendent Report** – Report in board packet.

Eric Milburn gave updates on graduation and testing standings with the current junior class, this year's grading requirements

Trina Comerford asked about Friday School for students who don't pass.

Eric Milburn clarified that admin has to look at what determinations need to be for supports for those students.

Trina Comerford asked if there is anything as a board, they could do. Let them know sooner rather than later. She asked for a report on how students are doing.

Eric Milburn stated that he would do his best to put one together.

Discussion on uncertainty of state budget.

Trina Comerford stated that she would like information in writing from the agencies referred to by administration, giving budgeting recommendation; COSA, ODE.

Eric Milburn stated that the information is given to Superintendents each week in their meetings via slides as part of a presentation.

Trina Comerford stated that that information should be coming to the board weekly to be transparent.

- **Dan Dugan – HS/MS** –Report in packet. Added that the safety corridor and warning system are now in place.

Trina Comerford asked if we could utilize the district's Facebook page for more recognition for seniors and students. Thank you to April Schorr for going above and beyond what she is expected to do.

Dan Dugan suggested getting April Schorr admin access to the Facebook page.

- **Erin Henery – Special Education** – Current number 42

- **Facilities** – Report was in the packet.
Trina Comerford asked to tell the crew they appreciate their hard work.

5b. Kindergarten registration numbers

We have 19 students; in district and siblings. Eric Milburn stated that the last couple of year we held there until August with final numbers.

Trina Comerford stated that that was a good plan.

5c. WESD Local Service Plan

Eric Milburn went over the plan options and what the district selected. A good chunk of the total goes to support students with special needs. Eric Milburn clarified that districts are given a menu to choose from.

Eric Milburn answered questions to specific items we use.

5d. Confidential Contracts

Eric Milburn reminded the board that there are a few confidential contracts that need negotiated. He stated that he had received some proposals and information to share.

Trina Comerford stated that she had suggestions along with admin. Jenn Larson – lead on Admin. Secretary, Dan Jones – lead on IT, with Brian Kohlmeyer as back up, Amber Burns – Business Manager, and Trina Comerford – Pre-School.

Eric Milburn stated that it should be Superintendent not just any admin.

Trina Comerford stated that she would like to get it started and wrapped up quickly.

6. Patron Input

It was stated that the inter-district numbers from item 4f were stated as 2018.

Jenn Larson amended her motion to approve the inter-district transfer numbers of 2019-2020 until they, transfer, or graduate.

Brian Kohlmeyer seconded.

All in favor. Amended motion passed with 4 votes.

Anna Scharf asked the board when they will finalize confidential contracts.

Trina Comerford stated as quickly as they can. Should have been done 60 days ago.

Eric Milburn stated that he feels the business manager pre-planned the budget very well.

Trina Comerford asked Cindy Cruickshank to check the school profile that numbers are accurate.

Anna Scharf stated that the IT contract is tied to Amity as agreed to last year.

Trina Comerford asked that they read the contract closely.

Eric Milburn stated that he read through it that day.

7. Board Comments

None

8. Announcements/Dates of Importance/Correspondence

June 1st – Budget Committee meeting 6:00pm

June 15th – Regular Board meeting

August 1st - Graduation

9. Executive Session ORS 192.660 (2)(b) 9:21 p.m.

10. Adjournment

Meeting adjourned at p.m.