

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

**Administrators Present:** Superintendent/Principal – Eric Milburn  
Assistant Principal/Athletic Director – Dan Dugan  
Special Ed Director – Erin Henery

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

**Visitors Present:** None Present

**Minutes by Agenda Item:**

**1. Call to Order/Welcome**

**1.1 – Pledge of Allegiance** – The meeting was called to order at 7:00 p.m. in the Science Lab by Chairman Dan Jones. The meeting commenced with The Pledge of Allegiance.

**1.2 – Audience Introduction-** None present.

**1.3 – Adjustments to Agendas/Adopt Agendas** – Item 3.8 – Add Soccer Co-Op with Western Christian School. Trina Comerford moved to adopt agenda with noted changes. Amber Burns seconded. Motion passed unanimously.

**2. Delegations or Visitors** – There were none.

**3. Items Requiring Board Action**

**3.1 – Financial Report: Approve AP Check numbers: 13986 to 14030** – Business Manager, Amy Lieualen stated that she had changed one of the column headings from forecasted to encumbered and added prior year. She said she will have Revenue on the Financial Report next month. Anna Scharf ask about the Tractor Training, stating that it should come out of FFA Fund instead of Fund 100. She also wondered about Troy Lieualen completing the training to be able to do and supervise the spraying and pest control issues to save the School District significant money. He said he is willing to do it. Anna Scharf moved to approve the Financial Report and approve AP Check Numbers: 13896-14030 with a change to check #14013 for Tractor Training to Cardmember Services from Fund 100 to Fund 252. John Cruickshank Jr. seconded. John Cruickshank Jr., Dan Jones, Anna Scharf and Amber Burns voted Yes and Trina Comerford voted No. Motion passed.

**3.2 – Minutes – Approve Board Meeting July 16<sup>th</sup> and Special Board Meeting August 6<sup>th</sup>** – It was stated that in the Special Board Meeting Minutes, August 6<sup>th</sup> in Item 2.1 the vote should have been 3 to 1. Dan Jones voted Yes. Anna Scharf moved to accept August 6<sup>th</sup> Special Board Meeting Minutes with noted change. John Cruickshank Jr. seconded. Motion passed unanimously. Trina Comerford moved to approve July 16<sup>th</sup> Board Meeting Minutes. John Cruickshank Jr. seconded. Motion passed unanimously.

**3.3 – Personnel New Hires: Denise Dickey – Secretary and Resignation of Jesus Hernandez – Special Education Instructional Aide-** Anna Scharf moved to approve New Hire Denise Dickey-Secretary. Trina Comerford seconded. Motion passed unanimously. Anna Scharf moved to approve resignation of Jesus Hernandez-Special Education Instructional Aide. John Cruickshank Jr. seconded. Trina Comerford said she is very sad to see him go and thanked him for his dedication to Perrydale students and that he will be missed. Motion passed unanimously.

**3.4 – Staff Handbook** – Eric Milburn said that there really wasn't much to note. There was just some grammar and updates. Anna Scharf ask about getting copies that show the edits so the Board would be able to see the changes easier. Eric said they would work on that. Anna Scharf moved to approve Item 3.4- Staff Handbook. Amber Burns seconded. Motion passed unanimously.

**3.5 – Student Handbook** - Eric said that the Table of Contents is missing, that he is still formatting it to match page numbers. Trina Comerford brought up the Dangerous Weapons section and her concern with how it is worded. She thinks it is too graphic for small students. There was much discussion on this and how to handle it in the handbook. With the school policies and ORS's there isn't much that we are able to change. Dan Dugan mentioned putting Student/Parent Handbook on the front. It was decided a good way to handle it would be to just list the ORS with a website to go to see the whole listed statement. There was concern about the severity of the Cell Phone Policy and how there isn't any leeway for students to use cell phones in class, even though some teachers say that it is o.k. They are going to soften it from the way it is stated to "when permitted". Anna Scharf moved to approve Item 3.5 –Student Handbook with the District looking into the items discussed. Trina Comerford seconded. Motion passed unanimously.

**3.6 – Confidential Contracts: Julie Domes-Preschool and Jerry Compton-IT** – Eric said that Julie's proposed contract was with a 2% increase which is the same as the teachers' contract but was just a 1 year contract due to the uncertainty each year of the program continuing. Anna stated that it should have a September 1, 2019 end date for the same reason. The date used to be June 30 to July 1, but it got thrown off last year. There was much discussion about this being a stand-alone contract and how it would stand up if the program was discontinued. Anna said if we changed the dates, she would still get the same amount of money, but it would be September 1<sup>st</sup> through June 30<sup>th</sup> to get Julie's contract back on the fiscal year. Julie's current contract goes through September 30<sup>th</sup>, 2018 because of the late contract last year. After discussion Anna Scharf moved to approve Julie Domes' Preschool contract but change the dates to October 1<sup>st</sup>, 2018 – June 30<sup>th</sup>, 2019 and keep other terms the same. Trina Comerford seconded. Motion passed unanimously. Trina Comerford moved to approve Jerry Compton's IT contract with 2% increase. John Cruickshank Jr. seconded. Anna Scharf stated she would be voting No because she thinks the increase is too high. Dan Jones, Trina Comerford, and John Cruickshank Jr. voted Yes. Anna Scharf and Amber Burns voted No. Motion passed 3 to 2.

**3.7 – Bids for CTE Building (Tables from 7/16/2018)** - Eric Milburn and Trina Comerford met with Spencer from OSBA to go over options on spending the grant money if we decide to hire an architect and then contract out the construction. He said there is not a stipulation on how to pick an architect. He said we can do what we want. Anna is fearful that the money is going to run out before the project is completed based on the size and thinks we need to scale back to make it more doable with the money we have available. There is nothing for the Board to take action on; Eric is going to move forward on the architect search. Anna Scharf moved to remove Tables Item 3.7 unless further Board action is required per policy. Amber Burns seconded. Motion passed unanimously.

**3.8 – Soccer Co-Op** - Dan Dugan said that last year we had signed a 2 year contract with Western Christian School, but had been contacted by them and because of the 4 year time block we needed to redo the contract with a new 2 year contract for boys and girls soccer this year. Anna Scharf moved to approve a new 2 year contract with Western Christian School for boys and girls soccer and if they come back and want a 4 year contract the Board approves that option too. Amber Burns seconded. Motion passed unanimously.

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

##### **4.1 - Administrative Reports – Dan Dugan, Erin Henery and Eric Milburn**

- Dan Dugan reported that the watering of the football field was going really good. He thanked Ruddenklau Farms for going above and beyond in taking care of making that happen. He thanked Troy for all of his hard work in getting the field ready. Anna talked about the need to dig out the topsoil and bring in good topsoil so that the water is well used. She thinks we need to think ahead to the future and see if it would be cost effective.
- Erin Henery said that there is a vacancy in her department and that she will have an accurate student count at next meeting.
- Eric Milburn reported that the new website is preliminarily done and it can be accessed at [www.perrydale.com](http://www.perrydale.com).

##### **4.2 - Facilities/Maintenance Report- Troy Lieuallen and Eric Milburn**

- Troy provided a list of things that are in the process of being done and gave update on completed jobs. He complimented on what a great job Jaime is doing and that he is a great custodian. One of the main thing Troy would like to get done is the roofing patched. He is getting a bid on the entire roof that is 3 tab to see about total replacement in the future. Anna once more ask Troy to get the information on getting Public Spraying license and he is planning on it.

**4.3 – School Profile** – Eric reported that the open spots are filled and siblings are in for the 2018-2019 school year.

**4.4 – Superintendent Goals**– Anna Scharf ask about one of the items on Eric’s goals- communication and made some suggestions. The Board is going to schedule a work session to discuss further.

**4.5 – Determine Work Session for Board Goals** – The board will discuss Eric’s goals at this work session too. Going to schedule it for September 11<sup>th</sup> from 4:30-5:30 p.m. and have a second work session on September 17<sup>th</sup> at 5:00 p.m. with the regular board meeting following at 7:00 p.m.

#### **5. Patron Input – None**

#### **6. Board Comments -**

- Amber Burns ask about OSBA elections? Wanted to add it to the September 17<sup>th</sup> Board Meeting.
- Anna Scharf reminded everyone about the Public Perrydale Water Board Meeting on September 13<sup>th</sup> at 8:00 p.m. in the Perrydale Science Lab.
- Dan Jones thanked Troy for getting the tractor up and running.

- Trina Comerford thanked the District for helping kids with the tractor certification and helping them get jobs. Wondered about offering the training here at the school? Said the building looked really good.

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

August 27 <sup>th</sup> -30 <sup>th</sup>	Staff Inservice
September 4 <sup>th</sup>	1 <sup>st</sup> Day of School
September 7 <sup>th</sup>	PPC Back to School BBQ
September 11 <sup>th</sup>	Board Work Session
September 17 <sup>th</sup>	Board Work Session with Regular Board Meeting Following
September 20 <sup>th</sup>	School Open House

**8. Adjournment – 9:31 p.m.**