

**Perrydale School District #21
BOARD MEETING**

**July 10, 2014
6:00PM**

Members Present: Trina Comerford, John Cruickshank, Kirk Hutchinson,
Lisa Mitchell and Tim Calonder
Administrators Present: Superintendent/Principal – Eric Milburn
Business Manager – Julie Braxling
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 6:05pm in the Science Lab by Chairman Kirk Hutchinson. The meeting commenced with the Pledge of Allegiance.

1.2 – Audience Introductions / Requests – see attached

1.3 – Adjustments to the Agenda /Adopt Agendas – Eric asked that Hiring Board Secretary, Athletic fees, Board/Staff food reimbursement and the Personnel posting /job description for the Callie Cram position be added to the agenda. Other requests were made from Lisa and Trina to add Salem Keizer Enrollment form and HS Class Schedule to the agenda. Lisa moved to adopt the changes to the agenda and Tim seconded. Motion Passed unanimously.

1.4 – Financial Report Approve June AP Check #'s 9987-10084. John moved to approve AP Check #s 9987-10084. Tim seconded. Motion passed unanimously

1.5 – Facilities/Maintenance Report – Eric has met with Tim Weidman on the facilities and projects that have been completed. Eric passed out a maintenance report with all the projects listed (see attached report) and went over each item. Trina asked about the play shed project and her concerns and suggested a ventilation system be put in because it is an issue. Trina asked to get a second bid on the spraying to see if we can get a better price, the old gym painting was discussed and asked for any ideas to cool the district office down. Ann Scharf spoke about the water and pipe for the football field. Kirk said there is a lot of white clover out in the field and we need to be careful with the spraying until we can get water out there.

2. Delegation of Visitors – There were no comments.

3. Items Requiring Board Action

3.1 – Personnel: Resignation Letter: Stephanie Burke, fifth grade – Kirk read the resignation letter from Stephanie Burke. Trina said she we will miss her. Lisa moved to accept the resignation letter. Trina seconded. Motion carried unanimously.

3.2 – Personnel New Hire: Alexis Graber, third grade and Tracey Pe'a, first grade – Lisa motioned to accept the new hires for first and third grade positions. Trina Seconded. Motion carried unanimously.

3.3 – Personnel: Hiring of Board Secretary, Christina Sekafetz. Trina moved to accept the new for Christina Sekafetz as Board Secretary. John Seconded. Motion carried unanimously.

3.4 –Salem Keizer Enrollment Form – Tim asked if this was an AR form or a draft. Lisa said this is a form that has information for all school districts. This form addresses verification that you are in district, and has OSAA information on it. It was suggested that we ask Peggy from OSBA her opinion on using the form. Tim indicated we need to have a work session to go over the enrollment process and the use of this form. It was decided that the form needs to go in the Student Handbook and the new form would be used for all students. Trina moved to adopt the Salem Keizer form as a template with making changes to fit the Perrydale enrollment form. Lisa Seconded. Motion carried unanimously.

4. Items for the Information of the Board

4.1 – Perrydale School Community (Site Team) - Eric said there was nothing to report.

4.2 – Administrative Report / Safety Report – Eric reported that Tim Weidman and himself have walked around the facilities and things are looking good, they are doing regular maintenance.

4.3 – School Profile/Reciprocal Profile – Eric reported that our current number is 319 students. Discussion on a current out of district student that the board is aware of that may be eligible to enroll in our district. **Board decided to go into Executive Session for further discussion.**

6:53 pm moved to go to Executive Session per ORS 192.660 (2F) Consider Records Exempt.

7:04 pm Executive Session adjourned. 7:05 back to regular session.

4.4 – Teacher Negotiations Report – John and Trina reported that nothing is happening and we are working on the language.

4.5 – Policy rewrite – Tim said we need to have a work session on the Nits policy. Trina spoke about keeping our current policy and utilizing our volunteers. Trina believes it is best to educate parents on prevention and she spoke about the plan that she was in charge of over at Dallas School District. Tim said he has talked with Amity School District because they have a no Nit Policy and how successful it has been. The more he has talked to people about the policy he is in favor of following Amity. Kelly Reid said she is in favor of the information that Tim reported. This policy will be discussed further in our work session with Peggy from OSBA. Christy Ford encouraged the board and Eric to talk with teachers.

4.6 – PPC / Athletic Boosters – PPC – Anna Scharf reported that they just had a meeting this week on July 9, 2014 and were pleased Eric attended the meeting. This was their Budget Meeting and the majority of their dollars will go towards the green house for the school. It is a 30 x 50 self contained green house, similar to St. Paul's, and they also voted to fund \$600 towards our outdoor school program. The basket money that the 6th through 8th grade receive from PPC will stay with each grade until they graduate. New officers will take over next month. Kirk indicated that he is very pleased that they are supporting the outdoor school program and it is something that we should look at budgeting next year. Lisa said the Athletic Boosters auction will be October 4th at the Willow Center. Social hour will be 4:00 pm and it is an adult event.

4.7 – High School Class Schedule – The schedule was not available, it will be on next months agenda.

4.8 –Athletic Fees - There was a increase approved in the budget meeting of \$25.00 for Middle School and High School per sport, however, the cap was not discussed. Decision to raise the cap to \$475.00

4.9 – Board Reimbursement/Staff Reimbursement – Currently there is not a policy for reimbursement for food, i.e. per diem when staff attends conferences. Consensus to look at policy.

4.10 – Personnel – Callie Cram position – Eric wanted to know what needs that there are to fill this position. This position was hired through WESD in the past, and now we are will be receiving this money through our Resolution dollars to come to the district so it will be our employee. Eric would like this position to help students with college applications, setting up scholarship opportunities, looking at ASPIRE programs, Career Readiness, Senior Projects, etc. Since this is a new position and we do not have a job description and we can create this position to be what the district needs.

5.0 - Patron Input – Kellie Reid asked about the hiring committee for the 5th grade position and said if they needed a community member she would be interested. Eric said position is posted until July 15th and he is putting the team together. Anna asked if the Office was going to ask for proof of parents Oregon Drivers License as part of the new form; Lisa said yes it is part of the requirements on the form.

6. Board Comments - Lisa said when the work session date has been set, we need to make sure we do a mass email and an all call to the community. Lisa also thanked Jennifer Moran and Anna Scharf for raising thousand's of dollars for our school and their support. Kirk welcomed Eric to our school.

7. Announcements and dates of importance

August 7th through August 10th Polk County Fair – Support our Kids

August 12th Registration 7:30am to 3:00 pm

August 13th Registration 12:00pm to 7:00pm

August 18th Board Meeting 7:00pm

September 2nd & 3rd First day of school and K-8 Conferences

September 15th Board Meeting 7:00pm

Work Session – Contact Peggy @ OSBA

8. Executive Session – Noted in 4.3

9. Adjournment – 8:08pm