

BLACK BUTTE SCHOOL DISTRICT No. 41
BOARD OF DIRECTORS MEETING
Camp Sherman, Oregon

REGULAR SESSION MINUTES
December 12, 2023 APPROVED

Board Members Present:

Bear Brown, Chair; Karen Lajoy, Vice-Chair; Gary Lovegren;
Siobhan Gray; Pamela Lovegren

Staff Members Present:

Delaney Sharp, Head Teacher; Simon Levear, Business Manager;
Daniel Petke, Substitute Bus Driver (4:28)

Consultant/Community/Public Present:

Steve Earle, HMK Company

OPENING OF REGULAR SESSION BOARD MEETING

Board Chair Bear Brown called the Regular Session of the Black Butte School District Board of Directors to order at 3:30 p.m.

ADDITIONS, DELETIONS, CORRECTIONS TO AGENDA

- None.

ADOPTION OF AGENDA

Gary Lovegren: Moved to adopt the proposed agenda. Pamela Lovegren: Seconded. All in favor. Agenda adopted.

COMMUNICATION

The Board of Directors reserves this time for citizens, parents, or staff to speak to the Board on concerns of the agenda items. After concerns on the agenda items are heard, the Board may hear concerns on non-agenda items. Please note that because of privacy and due process rights, the Board will *not* hear complaints about individual school personnel, nor against any member of the school community. We also will *not* hear compliments about individual staff members. In either case, the Board asks that you first contact the District office about such matters. The Board does not take action on these communications at this meeting. The Board may put concerns and topics related to communication on future agendas for discussion and possible action. We would appreciate you keeping comments to three (3) minutes per individual or five (5) minutes if you are representing a group of patrons.

- None.

INFORMATION AND REPORTS

Board Chair and Vice-Chair

See attached Board Chair and Vice-Chair Report for details.

- There were no questions or comments.

BLACK BUTTE SCHOOL DISTRICT No. 41
BOARD OF DIRECTORS MEETING
Camp Sherman, Oregon

District Administrator and Head Teacher

See attached District Administrator and Head Teacher Report for details.

- Bear commented that having several staff members, not just one, writing grants (a time-consuming process) has been an effective approach. Delaney said that information about possible grants comes across our desk fairly regularly, and we write them selectively.
- Delaney pointed out that staffing will change slightly with the counseling program. Lindsey has been asked by her other employer (Mosaic Community Health) to work in the school-based clinic in Sisters. So, she will work just one day a week at BBS instead of two. She will also be more connected to services in Sisters, which could be helpful for BBS.
- Delaney suggested checking out the photos and description of our Firebusters Fire & Life Safety program party on November 29 (blog). We participate every year and were happy to win this year.
- BBS is wrapping up the fall term this week, then heading off for break.
- The group shared fun observations about this year's Winter Performance. More information and photos are on the blog.

Child Development Specialist

See attached Child Development Specialist Report for more details.

- Delaney said that Lindsey helped to organize a SafetyNet presentation for the students, which took place this afternoon. A speaker talked to the kids about being safe online.

Business Manager/District Clerk

See attached Business Manager/District Clerk Report for more details.

- Simon said that the vast majority of property taxes usually comes through in November. He explained the various numbers on his report.
- Karen asked about the Reserve Fund Balance numbers; she's not sure how they add up. Simon explained.

Family-Community Engagement Coordinator

See attached Family-Community Engagement Coordinator Report for more details.

- Delaney said, "It was a busy month!"
- Siobhan said that this seems like too much work for the allotted ten hours per week. Delaney said that we've been noting that. Initially, when we budgeted for this position, we estimated that ten hours per week would suffice. We're asking Molly to document her hours worked, and we'll eventually adjust the budgeted hours as needed. Simon noted that, meanwhile, with her new schedule, Lindsey's hours will be under budget. Delaney said that this is true for the Facilities Operations Manager as well.

BLACK BUTTE SCHOOL DISTRICT No. 41
BOARD OF DIRECTORS MEETING
Camp Sherman, Oregon

Special Projects Manager

There is nothing new to report on the Internet this month.

Facilities Operations Manager

See attached Facilities Operations Manager Report for more details.

- Delaney said that four staff members are doing little projects here and there and writing them down. This might not be a complete list.

Transportation Specialist

See attached Transportation Specialist Report for more details.

- Delaney said that we have had good, consistent service this year.

Jefferson County Education Service District

Bear said that Daniel Petke had informed her that he doesn't have anything specific to report for Black Butte School.

UPDATE ON CAPITAL IMPROVEMENT PROJECT

Bear invited Steve and Simon to give an update on recent developments.

- Steve said that the next step will be completing the schematic design. All of that is due on December 15. This information will then be sent to the estimators working with SAJ Architecture and Griffin Construction, respectively. When the two estimates are complete, the estimators and our team will reconcile the estimates to get them as close together as possible.
- Delaney said that, ideally, the two estimates will be pretty close together. He asked how the differences are worked out. Steve said that we all discuss the differences together and then align them.
- Simon asked about the results of the geotechnical engineering report. Steve said that we will need to pay additional attention to the foundation to compensate for the type of soil.
- Simon reviewed the financial report. There's nothing new or shocking. We've been paying some bills, moving dollar amounts from the "Expected" to "Paid" columns. We've earned \$26,351 in interest so far. OSCIM really prefers paying for actual construction, so the bond proceeds amount on which we are earning interest will decrease over time.

WREATH FUNDRAISER UPDATE

Bear asked when the financial report might be available.

- Delaney said that the financial report is not yet ready.
- Simon described his "Mr. Toad's Wild Ride" experience. Three weeks ago, he drove over the pass and the roads were completely clear. The next week (Thursday), driving his buddy's truck with a trailer to pick up the wreaths to bring them here, the pass was dicey ~ so he went via The Dalles. On the way back to the Valley, a big truck was jack-knifed on top of Santiam Pass. Simon hoped that he had enough gas to stay warm and then to get over the pass.

BLACK BUTTE SCHOOL DISTRICT No. 41
BOARD OF DIRECTORS MEETING
Camp Sherman, Oregon

RESULTS OF ALUMNI SURVEY (“EQUITY AUDIT”)

Bear invited Delaney to explain this survey and its results.

- This fall, Delaney needed to do a research project for his principal licensing class, so he chose to do this. We’ve been talking about doing this for a few years. He reached out to about thirty alumni to see how they’re doing. These alums had attended BBS during the eight years since Delaney’s been here.
- Eight of the thirty students responded. All are still in school.
- Delaney shared the results without a lot of interpretation.
- He presented this information to staff last week. They discussed if this is something we’d like to continue in the future. The general thought was to ask alumni how they are doing after they’ve been gone for a year.
- Pam asked how many of the eight who responded attend Sisters Middle school. Delaney replied: “Two.”
- Siobhan noted that this is a very small sample size with many variables; it’s hard to draw conclusions from this. Also, it’s generally hard to get people to participate in a survey. Delaney agreed. He sent the survey to about thirty, then reminded them and got a few more responses.
- Siobhan said that it would be interesting to get the parents’ perspective as well. Delaney agreed. Karen said that that would, indeed, be interesting.

ACTION ITEMS

ADOPT 2024-2025 BUDGET CALENDAR

Bear noted that this calendar is quite similar to last year’s calendar, except for annual date changes. She invited Simon to point out anything of particular interest.

- Simon said that he made a slight adjustment on the possible second meeting date. He also said that we can appoint two more Budget Committee members from the community.

Karen Lajoy: Moved to adopt the 2024-2025 Budget Calendar as presented. Gary Lovegren: Seconded. All in favor. Motion passed.

APPROVE STUDENT INVESTMENT ACCOUNT (SIA) GRANT AGREEMENT FOR FYS 2023-2025

Bear asked Delaney and Simon (since Kirstin was unable to attend today’s meeting) to explain this agreement, the reasons for it, and any particular items to consider.

- Simon said that, to get the money, we have to jump through the hoops. The SIA grant is currently paying for Molly (Family-Community Engagement Coordinator) and Kassie (allowing us to have a third classroom for math and literacy). This agreement will be similar. It’s basically a two-year grant.
- Delaney said to go to page 15, which states the two purposes for this money: “1) Meeting students’ mental or behavioral health needs, and 2) Increasing academic achievement and reducing academic disparities for students from racial or ethnic groups that have historically experienced academic disparities,

BLACK BUTTE SCHOOL DISTRICT No. 41
BOARD OF DIRECTORS MEETING
Camp Sherman, Oregon

students with disabilities, English language learners, economically disadvantaged students, students who are homeless, and students who are foster children.”

- In response to a question from Pamela, he said that the Oregon Department of Education (ODE) also wants to increase community engagement to promote transparency with the community, with feedback from the community.
- This is one of those grants that is quite time-consuming to write.

Siobhan Gray: Moved to approve the Student Investment Account (SIA) Grant Agreement for FYs 2023-2025 as presented. Gary Lovegren: Seconded. All in favor. Motion passed.

FOR THE GOOD OF THE ORDER

None.

MINUTES

Bear asked for suggested revisions to the Minutes of the November 14, 2023 Work and Regular Sessions.

- Bear said that the sentence concerning the Ski & Ride Program Handbook should read: “He said that only the dates and the photo are different from last year’s handbook.”
- Also, the sentence pertaining to Laurie Danzuka should read: “Delaney said that he knows and has worked with Laurie.”
- And, one phrase in the Vote on OSBA Resolution 2 should read: “. . . representation on the LPC; add information regarding the PACE Board of Trustees”

Karen Lajoy: Moved to approve the Minutes of the November 14, 2023 Work and Regular Sessions as amended. Pamela Lovegren: Seconded. All in favor. Motion passed.

CALENDAR

- Community Meeting Bond Update ~ Tuesday, December 12, 2023, 5:00 p.m.
- Next Regular Board Meeting ~ Tuesday, January 9, 2024, 3:30 p.m.

ADJOURN

There being no further business, Board Chair Bear Brown adjourned the Session at 4:31 p.m.

Minutes respectfully submitted,
Simon Levear, Recording Secretary

SIGNED APPROVED MINUTES ARE ON FILE IN THE BBS ADMIN OFFICE.

Marie Sheahan “Bear” Brown, Board Chair

Date approved