

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

REGULAR SESSION MINUTES
June 11, 2024 AS APPROVED

Board Members Present:

Bear Brown, Chair; Karen Lajoy, Vice-Chair;
Siobhan Gray; Gary Lovegren (via Zoom); Pamela Lovegren

Staff Members Present:

Kirstin Anglea, District Administrator; Delaney Sharp, Head Teacher; Daniel Petke,
Facilities and Grounds Specialist (part of the time)

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

Karen Lajoy: Moved to adopt the proposed agenda. Bear Brown: 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.

UPDATE ON CAPITAL IMPROVEMENT PROJECT

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

- Steve said that he has been working on the permit with the US Forest Service (USFS), for ground-disturbing activity in the new classroom area. We applied for the permit in February. The response has been slow. Steve handed out a map

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showing (in yellow) the affected area with likely archeological artifacts. There is legislation protecting historical sites. We've been working with Jessie Larson, Permit Administrator, USFS Sisters Ranger District; Mike Boero Archeologist, USFS Sisters Ranger District; and Ian Reid, District Ranger. Ian is sympathetic. The Confederated Tribes of Warm Springs also has to be notified (after the USFS weighs in), and they have thirty days to respond ~ which they often don't because they are so busy. We also have to apply for a permit with the Oregon State Historic Preservation Office (SHPO). Their ruling, too, must be sent to the tribes with a thirty-day response time. With this timeline, it will be hard to get the roof up by winter. We need to find more workarounds if necessary.

- Ian Reid will come here Thursday morning to meet with us. He could determine that this has no effect on the archeological site. We already have a sewer line and two water lines running through it, along with the concrete slab that the solarium is on. It's been excavated before. Mike disagrees with Ian, though. Everything that they're requiring is not a problem; just the time it takes to do it.
- The regulation document includes regulations that give the feds (USFS in this case) some authority to determine that this does not have an impact on the historical site.
- Pamela noted that archeologists recently okayed the playground renovation. Can USFS consider that? Kirstin said that they already know.
- Delaney said that the other piece that's been delayed is the temporary access road. What is the status of that? Steve said that it seems like they don't want to give permission for one before the other. We also applied for that in February.
- Siobhan asked if this was a surprise. Steve said, "Not exactly; it just took a long time." Delaney said that we met with them in February and told them what we want to do.
- Siobhan asked how long this would delay the project. Delaney said that Phase 1 (restoring the existing building) would be on time. Phase 2 (the new addition) would be delayed. Steve said that estimated completion would be in April 2025 instead of January 2025.
- Kirstin asked, "What is the potential cost impact?" Steve said that it's hard to say until we get a schedule from the Forest Service.
- Bear asked if Mike Boero is a new archeologist or if he also did the playground review. Delaney said that he is not new; he just has a lot of work to do. For the playground, we hired someone because Mike was too busy.
- Delaney pointed out that the job site storage trailer is parked on the basketball court. Staff is busy moving everything from classrooms into the trailer.
- Bear asked about the solarium. Delaney said that it is scheduled to be moved tomorrow at 8:00 a.m.

EVACUATION PROCEDURES FOR FIRE SEASON

Bear explained that this topic is on our annual calendar to discuss. Circumstances this year are different because of the construction project. She asked Steve how Griffin Construction is prepared to respond if needed.

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- Steve said that he hasn't discussed this with Griffin Construction but will bring it up at the next meeting.
- Delaney noted that at times the Metolius River Basin has been in Phase 2, but that we ultimately didn't have to evacuate. Steve said that that happened to HMK Company et al in Mill City in 2020.
- Kirstin asked if the storage container is fire proof. Delaney replied, "Good question!"

PUBLIC BUDGET HEARING

Bear called the Public Budget Hearing to order at 3:57 p.m.

Public Comments: No members of the public were present.

Consideration of Public Comments: None to consider.

Adjourn Budget Hearing: Bear adjourned the Budget Hearing at 3:57 p.m.

INFORMATION AND REPORTS

Board Chair and Vice-Chair

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

- Bear asked, "How did you like our haiku? :D" People chuckled.

District Administrator and Head Teacher

See attached District Administrator and Head Teacher Report for details.

- Bear offered kudos to Kirstin and Delaney and the whole staff for all of the extra work they've had to do while still doing a great job for the kids. It's really commendable. Delaney said that it's been a staff goal to make the last few months a positive experience for the kids while dealing with all of these side projects. It's been a total team effort.
- Kirstin said that we had a good week this week. We scheduled all-day field trips with a couple of staff going each day while others remained here in quiet to pack up. Delaney said to check out the MPR. We got a lot done today. Also, with five days of field trips, we had great learning experiences. We finished all classroom activities last week.
- Kirstin asked when report cards are expected. Delaney replied, "By next week."
- Karen said that it sounds like BBS had a great year-end trip. Delaney agreed. He described the various activities. All went very smoothly. Staff and volunteers had to do all of the cooking and cleaning; the adults were doing a lot. Many of the kids who had been on other end-of-year trips said that it was the best yet. Kirstin noted that it tied in well with this year's Oregon history curriculum. Delaney agreed. He liked how we were able to connect what students had learned all year with aspects of the trip.
- Delaney noted that we also had a great bike rodeo last week.

Child Development Specialist

There was no written report this month.

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- Bear said that Lindsey wrote a beautiful letter to all, which was published in the May 31 Black Butte School Bulletin. Delaney said that tomorrow is her official last day of work here.

Business Manager/District Clerk

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

- Bear said that, when Simon emailed her the report on May 29, he wrote “It should be noted that since it is not yet the end of the month, some information is not yet available. Primarily interest earnings and Property tax collections.”
- Delaney said that Simon will be back in time for the last day of school and the Golden Shovel Event.

Family-Community Engagement Coordinator

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

- Delaney said that they met yesterday with three incoming in-district kindergarteners and their parents. It was fun and exciting.
- Pamela asked if we have a waiting list. Delaney said that we do, especially for younger grades.

Special Projects Manager

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

- Delaney said that Jennie had a recent meeting with Lumen Technologies (formerly CenturyLink), which is planning and working to bring fiber in by maybe 2027.
- He said that our Internet at the school is a whole different challenge with increasing rates. We’re looking into Starlink. We’re getting a sense that Blue Mountain Networks is trying to get out of the Camp Sherman community because it’s not profitable.

Facilities and Grounds Specialist

See attached Facilities and Grounds Specialist Report for more details.

- There was no written report this month. However, Delaney said that Daniel has been working more lately, especially helping to move things into the storage unit. That is like playing Tetris. Kirstin said that we are packing things into the shed in a very organized way, in clear bins with very visible labels.

Transportation Specialist

See attached Transportation Specialist Report for more details.

- There was no written report this month. Delaney said that we recently had a very thorough review by Oregon Department of Education (ODE) inspectors. They were here for four hours, with an hour-long inspection of the bus. They had a two-page checklist with three possible ratings: 1) good, 2) needs repaired within two weeks, or 3) the bus is out of operation today. The recommendations were minute.

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- He said that this inspection has not happened in his nine years on staff. The inspectors said that they hadn't been to Culver in fifteen years.
- Kirstin said that all of our records and drivers are up to date. Delaney said that this really is a credit to Gary and Daniel for staying up to date with everything.

Jefferson County Education Service District

Bear said that, since we don't currently have a BBSD representative, there is no written report this month.

SUMMER MAINTENANCE PROJECT LIST

Bear said that this is a regular item on our Board calendar. She asked Daniel and Delaney to give an update on summer projects, besides the construction project.

- Daniel said that the only thing we'll have to deal with is the new sod installed as part of the playground upgrade. This might be a problem if the water is off. Delaney said that they are trying to figure that out. Daniel said that next spring is when we'll tend to the landscaping.

ACTION ITEMS

APPROVE STAFF CONTRACTS FOR FY 2024-2025

Bear asked Kirstin and Delaney to highlight changes other than regular column and step increases, in addition to what was reported in May. The three contracts that are different/added since May are for Jennie Sharp, Gary Gray, and Daniel Petke.

- Bear noted that, on both Gary's and Daniel's contracts, the action date on page 2 should be June 11, 2024.
- Delaney said that Jennie's contract basically goes back to starting in September, making this more of a full class in which she can teach things instead of just preparing for a performance.
- Delaney said that with Gary and Daniel, we're splitting the transportation position between the two of them. We increased their pay a little as an incentive, also based on their value to the District and on competitive salaries in the area. Health benefits were also adjusted.
- Kirstin said that, if we had split the position to 300 and 300 hours, it would not give flexibility. So, we're increasing the hours to 350 each.

Bear Brown: Moved to approve the FY 2024-2025 contracts with Kirstin Anglea, Delaney Sharp, Ethan Barrons, Shawn Steele, Kathryn DeMarsh, Jennie Sharp, Simon Levear, Molly Schultz, Gary Gray, and Daniel Petke with revisions suggested above.

Karen Lajoy: Seconded. All in favor. Motion passed. Siobhan announced an actual conflict of interest and abstained from voting on Gary's contract.

APPROVE RESOLUTION 24-05 TO ADOPT THE BUDGET FOR THE 2024-2025 FISCAL YEAR

Bear noted that this resolution is essentially the same as last year's resolution, except for the amounts.

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- Pamela asked where the money comes from. Bear and Delaney briefly explained the different sources and funds.

Karen Lajoy: Moved to approve Black Butte School District Resolution 24-05, A Resolution to Adopt the Budget for the 2024-2025 Fiscal Year in the amount of \$6,079,198:

General Fund (100) \$1,592,310
Special Revenue Fund (200) \$204,388
Debt Service Fund (300) \$137,000
Capital Projects Fund (400) \$4,145,500
TOTAL \$6,079,198

as presented. Siobhan Gray: Seconded. All in favor. Motion passed.

APPROVE RESOLUTION 24-06 A RESOLUTION MAKING APPROPRIATIONS FOR THE 2024-2025 SCHOOL YEAR

Bear noted that this resolution is essentially the same as last year's resolution, except for the amounts and the date.

- Last year, Simon had explained that this is the legal level at which the budget is adopted, and the difference between this and the long budget.

Siobhan Gray: Moved to approve Black Butte School District Resolution 24-06, A Resolution Making Appropriations for the 2024-2025 School Year, as presented. Gary Lovegren: Seconded. All in favor. Motion passed.

APPROVE RESOLUTION 24-07 A RESOLUTION IMPOSING AND CATEGORIZING TAXES FOR THE 2024-2025 FISCAL YEAR

Bear noted that this resolution is essentially the same as last year's resolution, except for the amounts and the date.

- Pamela asked about the tax rates. Delaney explained that the regular levy is a fixed rate for us. The new information is from the bond. Pamela had her tax statement and asked which items were for the regular BBSD levy and which were new. Bear explained, based on her knowledge of family property tax statements (referring to statements in her laptop).

Pamela Lovegren: Moved to approve Black Butte School District Resolution 24-07, A Resolution Imposing and Categorizing Taxes for the 2024-2025 Fiscal Year. Siobhan Gray: Seconded. All in favor. Motion passed.

APPROVE NUMBER OF INTERDISTRICT TRANSFERS

Bear said that this is a regular item on the Board calendar. She asked Kirstin and Delaney to give an update, and if anything needs to be approved this year.

- Delaney said that, at this point, we have accepted one new interdistrict transfer. We currently don't have space in the lower grades but we do have space in grades four and above. Our policy is to approve transfers, first come first served, when we have space.

This item was TABLED pending further information.

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FOR THE GOOD OF THE ORDER

Delaney said that, with construction this summer, meetings will be held via Zoom in July and August. It is too tricky to find space and make it work in Camp Sherman.

MINUTES

Bear asked for suggested revisions to the Minutes of the May 7, 2024 Special Session, the May 14, 2024 Regular Session, and the May 14, 2024 Budget Committee Meeting.

- None.

Karen Lajoy: Moved to approve the Minutes of the May 7, 2024 Special Session, the May 14, 2024 Regular Session, and the May 14, 2024 Budget Committee Meeting. Siobhan Gray: Seconded. All in favor. Motion passed.

CALENDAR

- Community Bond Update ~ Golden Shovel Event, Friday, June 14, 2024, 11:00 a.m.
- Next Regular Board Meeting ~ Tuesday, July 9, 2024, 9:00 a.m. BY ZOOM ONLY (The Board discussed and decided upon the 9:00 a.m. meeting time in July.)

FINAL STAFF EVALUATIONS & FEEDBACK, ALL STAFF EXCEPT FOR DISTRICT ADMINISTRATOR

EXECUTIVE SESSION The public meeting will close at this time so that the Board can hold an Executive Session pursuant to ORS 192.660(2)(i) to review and evaluate the employment related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

Board Chair Bear Brown read aloud the above paragraph and called the Executive Session to order at 4:55 p.m.

Board Chair Bear Brown adjourned the Executive Session at 5:21 p.m.

The Regular Session resumed at 5:21 p.m.

ADJOURN

There being no further business, Board Chair Bear Brown adjourned the Session at 5:22 p.m.

Minutes respectfully submitted,
Marie Sheahan "Bear" Brown, Recording Secretary Pro Tem

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

Karen Lajoy, Board Chair

Date approved