

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

REGULAR SESSION MINUTES
June 10, 2025 APPROVED

Board Members Present:

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

Staff Members Present:

Delaney Sharp, Principal & Teacher; Kirstin Anglea, District Administrator;
Jane Petke, Business Manager

Consultant/Community/Public Present:

None

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. Karen Lajoy: 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 Delaney and Jane to give an update on recent developments.

- Delaney said that we gave an update at the Open House. We have a one-year warranty on everything. Landscaping is being tended. Grass is growing. Daniel planted some native plants from Winter Creek Nursery.
- There were no questions on Jane's Bond Report.

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EVACUATION PROCEDURES FOR FIRE SEASON & SAFETY REPORT

Bear explained that this topic is on our annual calendar to discuss. This year's information includes a recent Site Safety Assessment report from High Desert Education Service District (ESD). She invited Delaney to highlight some aspects.

- Bear said that she noticed small inaccuracies in the report; e.g., the playground is west, not east, of the school building; Camp Sherman hardly ever experiences flooding; there actually are speed limit signs on the road (more than one); etc. She asked if Delaney noticed other inaccuracies. Delaney said that the ESD offers a free service to districts. Misty Groom, ESD Regional Threat Assessment Program Manager, spent about an hour here. There were no red flags.
- Delaney said that his biggest question is whether we should do more on the front entryway. He and Molly are discussing ideas. Pamela said that it might be good to lock it at night. Gary said that what we have done is significant. In off hours, anyone can break in. What you do when kids are here is the most important. Karen said that an alert that someone has come in would be a good idea. Delaney said that we will probably review procedures during staff trainings.
- Delaney said that we also need to work on evacuation procedures. He's meeting with someone from the Oregon Department of Education (ODE) next week concerning school safety and emergency management. We created a crisis plan in 2020. We want to update it this summer with the new facility and give trainings in the fall.
- Delaney said that the wildfire plan depends on who is around and able to gather things. Sisters School District would be willing to help us. We would probably remove computers, some files that Jane and Daniel would designate, and other things. Jane said that we would like to create a list of items.
- Delaney said that, in summary, we are way safer than in the past. For example, Misty Groom likes our camera placement, etc.

PUBLIC BUDGET HEARING 3:47 p.m.

Public Comments: None.

Consideration of Public Comments: None to consider.

Adjourn Budget Hearing ~ 3:48 p.m.

INFORMATION AND REPORTS

Board Chair and Vice-Chair

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

- Bear asked for thoughts about the next item to feature in "School Board Buzz." She suggested that we might feature any new Board members.
- Jane said that more than one person was written in on the ballot; one of them had the most votes in two positions. She will get more information.

Administrators

See attached Administrators' Report for details.

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- Delaney said we have received a lot of positive response to the Open House. There were good vibes with the kids.
- He said that we had a good start with Killian Sump last week. He was here Friday observing the classroom. Siobhan asked if they have found a place to live. Delaney said not yet. They are open to living in Sisters or Camp Sherman. Karen said that he seems like a very good fit.
- The End of Year Program should last about an hour. There will be some goodbyes then, with more informal ones on Friday ~ the last day of school. There might be some strong emotions with those who will be attending school in Sisters next fall.

Business Manager/District Clerk

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

- Bear thanked Jane for the very helpful narrative.
- Jane said that High Desert ESD is helping with the school rollover for the Infinite Visions connection group, including Powell Butte. Infinite Visions is the accounting program used by most or all public schools in Oregon.

Family-Community Engagement Coordinator

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

- Bear asked how big the custom bench will be, where it will be placed, and who is making it. Delaney said that it will run the length of the wall on the other side of the hallway. It will be moveable. It also has storage. The manufacturer is Oregon Corrections Enterprises, which works with people in state prisons. It's more affordable. They are also making matching cushions, durable and easy to clean.
- Bear commended the report on the Open House.
- Delaney said that Jennie and Molly have been working on the library for the past two days. Barbara Haynes was a school librarian and has pitched in.

Special Projects Manager

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

- Bear noted that Molly's report mentioned Jennie's involvement in this summer's library project.
- Delaney reported on a big new development with the Internet. Jennie spoke with Lumen. They are selling their fiber business to a division of AT&T, which is backwards progress. Jennie sent something out to our partners. The fiber is only a few miles away, but it will likely go back to bidding.

Facilities and Grounds Specialist

See attached Facilities and Grounds Specialist Report for more details.

- Bear said that she likes Daniel's little witticisms.
- Delaney said that the grounds look good. People sometimes stop and give nice comments.

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Transportation Specialist

See attached Transportation Specialist Report (combined with Facilities and Grounds Specialist Report) for more details.

- Bear asked if no news is good news Delaney said that Killian's partner has a bus driving license. She might be willing to be a sub.

Jefferson County Education Service District

Bear said that we don't currently have a BBSD representative; hence, no written report.

SUMMER PROJECT LIST

Bear said that, in the past, this referred mainly to building improvements. Since the building has been greatly improved, this will now include other kinds of projects ~ like the library reorganization. This information has been included in other reports today.

- Delaney said that summer projects include library, landscaping, and curriculum. Jane said that she is organizing her files.
- Ethan's project is the summer literacy program.

ACTION ITEMS

APPROVE STAFF CONTRACTS FOR FY 2025-2026

Bear said that the remaining two contracts are for Ethan Barrons and Jennie Sharp, with remaining details worked out. She asked Jane or Delaney to explain.

- Delaney said that we increased Jennie's hours from .07 to .08. Jane said that we made Ethan's hours more consistent with other districts. Delaney said that we also needed to confirm with some families that they can commit to that.
- Bear noted that the action date on both contracts should be June 10, 2025.

Bear Brown: Moved to approve the FY 2025-2026 contracts with Ethan Barrons and Jennie Sharp with amendments. Gary Lovegren: Seconded. All in favor. Motion passed.

APPROVE RESOLUTION 25-04 APPROPRIATIONS TRANSFERS FOR THE 2024-2025 FISCAL YEAR

Bear noted that Jane explained the purpose of this resolution in her narrative report.

- She pointed out the correct spelling of "whereas."
- Karen asked if the date should be June 30. Jane said, "Yes. It's the end of the fiscal year."

Karen Lajoy: Moved to approve Resolution 25-04 Appropriations Transfers for the 2024-2025 Fiscal Year as amended. Gary Lovegren: Seconded. All in favor. Motion passed.

APPROVE RESOLUTION 25-05 TO ADOPT THE BUDGET FOR THE 2025-2026 FISCAL YEAR

Bear said that Jane explained the purpose of this resolution in her narrative report.

- Bear said that she appreciated the new "As Shown on Resolutions" section of the Budget Narrative, page 7, with numbers in blue.

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Siobhan Gray: Moved to approve Resolution 25-05 to Adopt the Budget for the 2025–2026 Fiscal Year as presented. Karen Lajoy: Seconded. All in favor. Motion passed.

APPROVE RESOLUTION 25-06 MAKING APPROPRIATIONS FOR THE 2025–2026 FISCAL YEAR

Bear said that Jane explained the purpose of this resolution in her narrative report.

- Jane said that these are the numbers that we keep track of toward the end of the school year. We made the instruction amounts higher than for the current year.

Siobhan Gray: Moved to approve Resolution 25-06 Making Appropriations for the 2025–2026 Fiscal Year as presented. Karen Lajoy: Seconded. All in favor. Motion passed.

APPROVE RESOLUTION 25-07 IMPOSING AND CATEGORIZING TAXES FOR THE 2025–2026 FISCAL YEAR

Bear said that Jane explained the purpose of this resolution in her narrative report.

- There were no comments or questions.

Karen Lajoy: Moved to approve Resolution 25-07 Imposing and Categorizing Taxes for the 2025–2026 Fiscal Year as presented. Gary Lovegren: Seconded. All in favor. Motion passed.

FOR THE GOOD OF THE ORDER

- Gary said that he submitted a bill to Jane for painting supplies but not labor, for painting the older part of the school. All thanked the Lovegrens.
- Delaney said that he thinks this is Gary and Karen's last Board meeting. For Karen, this depends on election write-in results. We will acknowledge this publicly at the End of Year Program.

MINUTES

Bear asked for suggested revisions to the Minutes of the May 13, 2025 Regular Session.

- There were no suggested revisions.

Gary Lovegren: Moved to approve the Minutes of the May 13, 2025 Regular Session as presented. Pamela Lovegren: Seconded. All in favor. Motion passed.

Bear asked for suggested revisions to the Minutes of the May 13, 2025 Budget Committee Meeting.

- There were no suggested revisions.

Karen Lajoy: Moved to approve the Minutes of the May 13, 2025 Budget Committee Meeting as presented. Gary Lovegren: Seconded. All in favor. Motion passed.

CALENDAR

- End of Year Program ~ Thursday, June 12, 2025, 6:00 p.m., Community Hall
- Last Day of School ~ Friday, June 13, 2025, families and Board invited to attend after 10:45 a.m.
- Next Regular Board Meeting ~ Tuesday, July 8, 2025, 3:30 p.m. Delaney said

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that this date works well for him. August 12 doesn't work for him because of a family event out of state. We will determine the August date at the July meeting. Siobhan suggested meeting early in the day in July. 9:00 a.m. works for all.

FINAL STAFF EVALUATIONS & FEEDBACK, ALL STAFF

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 4:32 p.m.

Board Chair Bear Brown adjourned the Executive Session at 4:51 p.m.

The Regular Session resumed at 4:51 p.m.

ADJOURN

There being no further business, Board Chair Bear Brown adjourned the Session at 4:51 p.m.

Minutes respectfully submitted,
Jane Petke, Recording Secretary

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

Marie Sheahan "Bear" Brown, Board Chair

Date approved