

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

BUDGET COMMITTEE MINUTES
May 12, 2026 AS APPROVED

Budget Committee Members Present:

Bear Brown; Jennifer Green; Karen Lajoy;
Craig Mackie; Emma Prescher; McKenzie Ruckman; Hazel Wood

Staff Members Present:

Delaney Sharp, Principal & Teacher; Jane Petke, Business Manager;
Daniel Petke, Facilities and Grounds Specialist, Bus Driver

Community/Public Present:

None

OPENING OF BUDGET COMMITTEE MEETING

Board Chair Bear Brown called the meeting of the Black Butte School District Budget Committee to order at 5:09 p.m.

ADDITIONS, DELETIONS, CORRECTIONS TO AGENDA

- None.

ADOPTION OF AGENDA

Jennifer Green: Moved to adopt the agenda as proposed. Karen Lajoy: Seconded. All in favor. Agenda adopted.

ELECTION OF BUDGET COMMITTEE OFFICERS

After discussion of willingness to serve, Bear Brown: Moved to elect Hazel Wood to serve as Chair of the Black Butte School Budget Committee for the FY 2026–2027 Budget Meetings and McKenzie Ruckman to serve as Vice-Chair. Karen Lajoy: Seconded. All in favor. Motion passed.

APPROVE MINUTES OF PRIOR BUDGET COMMITTEE MEETING(S)

- Bear said that all previous Budget Committee Minutes have been approved.

REVIEW OF BUDGET REVISIONS AND BUDGET PROCESS OVERVIEW

Budget Committee Chair Hazel Wood said that Business Manager Jane Petke has been working with Principal & Teacher Delaney Sharp to prepare the FY 2026–2027 Budget. She invited Jane and Delaney to explain the relevant points, and also to answer questions from Budget Committee members.

- Jane and Delaney presented a slide show.
- Hazel asked what the grey bars signify in the enrollment graph. Delaney explained that state funding is based on enrollment but with greater weighting (more money) according to various additional needs of students. For us, the

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

Average Daily Membership weighted (ADMw) number represents the extra needs of tiny rural schools.

- Hazel noted that Kirstin served as District Administrator until retiring last year. She asked how this has affected staffing. Delaney explained that her leaving was gradual. She started at a certain FTE and gradually gave more to Delaney after he got his principal license.
- Jenni asked about the addition of “Technology” in the Facilities & Technology section. Delaney explained that most staff are not very tech-savvy, but at times Jennie Sharp has stepped in as needed. Jane said that the On-Site IT Specialist would be .05 FTE. As we explore fiber more, this builds room in the budget for more support. We don’t know how much will be required. Kenzie summarized that Jennie will continue to perform this role with more clarity.
- Delaney said that we have an amazing facilities person doing this job at .1 FTE. Other districts have more facilities staff, including some fulltime ~ though they have older, larger facilities.
- Proposed budget highlight: We have 11 staff members but fewer than 7 FTE.
- Craig asked about the difference in proposed expenses versus local, state, and bus funding. Where does the rest of the money come from? Jane showed the additional chart for the operating fund, which includes last year’s taxes and State School Fund (SSF) adjustments. In addition, we receive grant funding.
- Emma asked, “What are transfers?” Jane explained that this is new in our budget; it’s the ability at the end of the year to move up to \$25,000 into the bus fund.
- Hazel asked about salaried staff and staff with small FTEs; are they all salaried? Jane said that the small FTEs are hourly; regular FTEs are salaried.
- Pages 31+: Reserve fund amounts have changed over the years. For example, Fund 102 – PERS Reserve shows that we gave \$100,000 recently (we also received a \$25,000 matching contribution from the PERS board).
- Emma noticed that we no longer have a long-term maintenance fund. Jane explained that we moved this to General Reserve; since we have a new facility, we likely don’t need a specific fund.
- Hazel asked about the PERS fund process. Jane and Delaney explained.
- Debt Service Fund 300: Jane will modify this based on today’s Bond prepayment decision.
- Page 32: Bear asked what the \$22,610 for Building Acquisition is for. Jane explained that we will finish a few projects this summer (resurfacing basketball court, paving front walkway, some teacherage repairs, etc.).
- Page 41: Bear asked why Travel is so high (\$11,300) for Early Literacy. It was \$500 in 25-26. Jane said that it’s travel for professional development, including Ethan’s tuition and the consultant’s fee for staff development.

PUBLIC COMMENT

Budget Committee Chair Hazel Wood would have invited any members of the public to offer public comment on the FY 2026–2027 Budget; however, no members of the public were present.

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

CONSIDERATION OF PUBLIC COMMENT

Budget Committee Chair Hazel Wood would have noted that the Budget Committee would now consider these public comments; however, no public comments were offered.

APPROVE BUDGET AND AD VALORUM TAX

Budget Committee Chair Hazel Wood said that the Budget Committee will now decide if the FY 2026–2027 Budget is ready for approval and subsequent presentation to the Black Butte School Board of Directors, and will make a recommendation regarding the Ad Valorum Tax. She asked for comments.

- Bear noted that the Budget Committee would be approving the amounts; the narrative language can be corrected after the fact.

Budget Committee Chair Hazel Wood asked: “Is there a motion to approve as presented the Budget for the 2026–2027 Fiscal Year in the amount of \$1,906,051?”

Operating & Reserve Funds (100) \$1,513,623
Restricted Funds (200) \$241,320
Debt Service Fund (300) \$151,108
TOTAL \$1,906,051”?

McKenzie Ruckman: So moved. Craig Mackie: Second. All in favor. Motion passed.

Budget Committee Chair Hazel Wood asked: “Is there a motion to approve property taxes for the 2026–2027 school year at a rate of \$3.0137 per \$1,000 of assessed value for the permanent rate tax levy, and in the amount of \$151,108 for the general obligation bond levy?” McKenzie Ruckman: So moved. Craig Mackie: Second. All in favor. Motion passed.

ADJOURN BUDGET HEARING

There being no further business of the Budget Committee, Budget Committee Chair Hazel Wood adjourned the Session at 6:26 p.m.

Minutes respectfully submitted,
Bear Brown, Board Chair

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

Hazel Wood, Budget Committee Chair

Date approved