

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

REGULAR SESSION MINUTES
July 14, 2026 AS APPROVED

Board Members Present:

Bear Brown, Chair; Karen Lajoy, Vice-Chair;
Jennifer Green; Emma Prescher

Staff Members Present:

Delaney Sharp, Principal; Jane Petke, Business Manager

Consultant/Community/Public Present:

Craig Mackie, Budget Committee member

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 3:33 p.m.

ELECT BOARD CHAIR FOR 2026–2027

Bear, immediate past Board Chair, said that she is willing to serve again in this position. She asked if others would like to serve as Board Chair for the current fiscal year.

- Other members were not able to serve as Board Chair at this time.

Jennifer Green: Moved to elect Marie Sheahan “Bear” Brown to serve as Chair of the Board of Directors of Black Butte School District 41 for fiscal year 2026–2027. Karen Lajoy: Seconded. All in favor. Motion passed.

ELECT BOARD VICE-CHAIR FOR 2026–2027

Bear asked if anyone is willing to serve as Board Vice-Chair for the current fiscal year.

- Karen Lajoy said that she would be willing to serve again as Board Vice-Chair.
- Other members did not express interest in serving as Vice-Chair at this time.

Jennifer Green: Moved to elect Karen Lajoy to serve as Vice-Chair of the Board of Directors of Black Butte School District 41 for fiscal year 2026–2027. Emma Prescher: Seconded. All in favor. Motion passed.

ADDITIONS, DELETIONS, CORRECTIONS TO AGENDA

- None.

ADOPTION OF AGENDA

Jennifer Green: 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

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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.

- There were no public comments.

INFORMATION AND REPORTS

Board Chair and Vice-Chair

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

- Jenni opined, "Great job tracking the policies."

Principal

See attached Principal Report for details.

- Bear asked about the Freedom of Information Act (FOIA) requests and if this is a new trend. Delaney said that anyone can submit a FOIA request to a public institution. This year we've had a rash of them in the fall and recently. They seem like an Artificial Intelligence (AI) chatbot from the same company. Our legal counsel, Lauren Lester, said that many districts are getting these requests, which is frustrating. Options include ignore (involving a little risk); have Jane respond; engage with them and see if they respond; etc. Lawyers have recommended sending them questions; if they don't respond, then ignore them. Jane said that Redmond School District sends a form. Jane asked RSD to send her a sample.
- Delaney said that he has stopped dreaming about work sooner than usual. The summer is pretty slow, which is what we like at this time of year.
- He has had conversations with two new families trying to move to Camp Sherman. One family will be here in the fall for about ten weeks. The second family looks like they are close to finalizing a rental arrangement.
- He said that Ms. Tammy has been working a lot on Early Literacy this summer, with a handful of BBS students.

Business Manager/District Clerk

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

- In the General Fund – 100 Revenues section, Bear wondered about some items where the Total 25/26 Preliminary minus 25/26 Budget = Variance Projected didn't seem to reach the right result. For example, in Total Revenues, shouldn't the last three columns be 1,203,361 minus 988,214 = 215,147? [\$477 difference]. Jane replied, "You are correct; I will fix this." Bear said, "I understand that the REAL numbers are in our accounting program, not in the spreadsheet."
- Bear noted the nice news about the Student Investment Account (SIA) increase.

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- Jane said that the FY 2026-2027 budget has been filed with Jefferson County. The Oregon Department of Education (ODE) filing is due August 15.
- Bear said that Jane's narratives are very helpful.

Communication and Engagement Specialist

See attached Communication and Engagement Specialist Report for more details.

- The Board concurred with Bear's kudos on Molly's lengthy June 10 bond blog post, "Bond Update ~ Tax Levy Reduced!" with many captioned photos.

Special Projects Manager

There is no written Special Projects Manager Report this month.

Facilities and Grounds Specialist/Transportation Specialist

See attached Facilities and Grounds Specialist/Transportation Specialist Report for details.

- Bear said that it was nice of Jane to drive Daniel back from the bus maintenance site in Redmond.

Jefferson County Education Service District

There is no written report this month.

REVIEW DRAFT STUDENT/PARENT HANDBOOK 2026-2027

Bear said that this is last year's handbook. She asked the Board to review the handbook and send Delaney any questions or suggested changes for 2026-2027.

- Delaney said that it's good to review the handbook once a year. In general, we've been trying to make it more concise.
- Jenni suggested that on page 12, the reference to "homeless students" be changed to "students experiencing homelessness." Delaney said that he's also heard "houselessness."

REVIEW ANNUAL BOARD CALENDAR FOR POSSIBLE UPDATES

Bear noted a few changes from last year's calendar. She explained that some dates are flexible; e.g., "Review Vision & Mission" might take place in August or another month rather than in July.

- September: Delete "Legal Update," which duplicates a similar item in August.
- March: Delete "Set interdistrict transfer numbers for next year."
- May: Budget hearing in June instead of May.
- Evaluations in June rather than May.
- June: Delete "Approve number of interdistrict transfers."
- Delaney said that he can book High Desert Education Service District (HDESD) Legal Counsel Lauren Lester for a legal update. He asked which month the Board would prefer. Jenni suggested September. Others concurred.
- Jenni asked what a surplus is. Delaney said that there is a policy (required mainly by the federal government) on how to dispose of no-longer-used items exceeding a certain dollar amount, and according to funding source.

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- Delaney said to add Integrated Programs Updates, quarterly, dates to be determined.
- He also said to add Accountability Update, quarterly, dates to be determined.

REVIEW CATEGORY 1 DEDICATED INTERNET ACCESS REQUEST FOR PROPOSAL (RFP)

Bear referred to this item in Jane's July 2026 Business Manager narrative. See 10.0b 2027_BBSD_C1 DIA_RFP_Category 1 Dedicated Internet Access. It seems that all other documents are the same as before.

- Bear asked if we have a written statement from Central Electric Cooperative (CEC) granting "preliminary approval to utilize the underground pathway already installed from the Att/First Net Tower near Round Lake to Black Butte School for the installation of fiber to the school." Jane said that CEC's Vice President of Operations & Engineering Kevin Rohde and Jennie Sharp have been in touch by email. Kevin's email suggested this language.
- Bear asked Jane and Jennie to let us know when to formally appoint members of the RFP Review Team; possibly in September? The closing date for proposals is October 26, 2026, at 4:00 p.m. Jenni suggested October. Others concurred.

ACTION ITEMS

APPOINT CRAIG MACKIE TO BOARD POSITION 3

Bear thanked Craig for his interest in serving in Position 3 and for his biography, presented in June. She invited Board members to ask any questions.

- Craig said that he would have his computer fixed for the August meeting.
- Bear clarified that, if appointed today, he will be sworn in by Jefferson County Clerk Katherine Zemke at our August meeting. See Jane's report.

Karen Lajoy: Moved to appoint Craig Mackie to serve in Position 3 of the Board of Directors of Black Butte School District 41 for fiscal year 2026–2027 until the May 2027 election.

Jennifer Green: Seconded. All in favor. Appointed.

APPROVE 2026–2027 ANNUAL BUSINESS PROCEDURES RESOLUTION 27-01

Bear asked Jane to note changes, if any, from the previous year.

- Jenni said that Bear's middle name is "Sheahan."
- Jenni said that there should be a close paren after 11.
- Jane said that there are no other changes this year, except for the corrections.

Jennifer Green: Moved to approve the 2026–2027 Annual Business Procedures Resolution 27-01 as amended. Karen Lajoy: Seconded. All in favor. Motion passed.

APPROVE USE OF SCHOOL RESTROOMS FOR CHURCH OF THE WILD

Bear asked Jane to explain "Church of the Wild" and its request.

- Jane explained.
- Bear shared her experience of holding retreats in the 2000s at her family's cabin.
- Bear also noted that participation in this event is free; hence, the issue of a for-profit business does not apply.

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Karen Lajoy: Moved to approve Church of the Wild's request to use the Black Butte School restrooms during three summer 2026 sessions. Jennifer Green: Seconded. All in favor. Motion passed.

RESCHEDULE SEPTEMBER BOARD MEETING

Bear said that the regularly scheduled meeting is on the first day of school. Staff would appreciate postponing the meeting for a week.

- Jenni said, "Sounds reasonable."
- Delaney said that the Parent Teacher Organization (PTO) meeting is on September 15; he will alert them about the Board meeting on the same date.

Jennifer Green: Moved to reschedule the September Board meeting to Tuesday, September 15, 2026, at 3:30 p.m. Karen Lajoy: Seconded. All in favor. Motion passed.

FOR THE GOOD OF THE ORDER

- None.

MINUTES

Bear asked for suggested revisions to the Minutes of the June 9, 2026 Regular Session.

- Bear said that on page 2, "Mackey" should be spelled "Mackie."

Karen Lajoy: Moved to approve the Minutes of the June 9, 2026 Regular Session as amended. Jennifer Green: Seconded. All in favor. Motion passed.

Bear asked for suggested revisions to the Minutes of the May 12, 2026 Budget Committee Meeting.

- Bear said that on page 1, Daniel's title should be "Facilities and Grounds Specialist, Bus Driver."

Karen Lajoy: Moved to approve the Minutes of the May 12, 2026 Budget Committee Meeting as amended. Jennifer Green: Seconded. All in favor. Motion passed.

CALENDAR

- Next Regular Board Meeting ~ Tuesday, August 11, 2026, 3:30 p.m.
- Board Retreat ~ During the week of August 10, 2026, from 10:00 a.m. to 2:00 p.m., House on Metolius. Board members discussed best days for themselves. Delaney will contact Rachel and will also ask if August 25, 26, or 27 is available.

ADJOURN

There being no further business, Board Chair Bear Brown adjourned the Session at 4:34 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