

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

REGULAR AND WORK SESSIONS MINUTES
August 11, 2026 APPROVED

Board Members Present:

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

Staff Members Present:

Delaney Sharp, Principal; Jane Petke, Business Manager

Consultant/Community/Public Present:

Katherine Zemke, Jefferson County Clerk

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 3:32 p.m.

OATH OF OFFICE FOR CRAIG MACKIE, BOARD POSITION 3 APPOINTEE

Katherine Zemke, Jefferson County Clerk, administered the Oath of Office to Craig Mackie.

The regular session was temporarily adjourned at 3:37 p.m.

OPENING OF WORK SESSION BOARD MEETING

Board Chair Bear Brown called the Work Session of the Black Butte School District Board of Directors to order at 3:37 p.m.

- Board members had reviewed the policies and administrative regulations as presented by Bear and Delaney.
- Bear noted that policies GBN_JBA D1 and JBA_GBN D1 have associated administrative regulations that need to be amended. We will present those ARs at the September Board meeting.
- Craig asked for an explanation of the process and the letter designations. Bear and Delaney explained.

The work session was adjourned at 3:48 p.m.

RESUMPTION 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 3:48 p.m.

ADDITIONS, DELETIONS, CORRECTIONS TO AGENDA

- None.

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

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 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.

- There were no questions or comments.

Principal

See attached Principal Report for details.

- Bear commended Delaney, Jane, Molly, and Daniel for the excellent Board retreat yesterday at House on Metolius, including sandwiches from Camp Sherman Store and other delectables.

Business Manager/District Clerk

See attached Business Manager/District Clerk Report for details.

- Bear said that she appreciates Jane's self-motivated faithful attendance at organizational events designed to enhance her knowledge, skills, and helpful connections as Business Manager. Jane replied, "It's always helpful to have the expert connections."

Communication and Engagement Specialist

See attached Communication and Engagement Specialist Report for details.

- Board members and staff discussed the surprise of the potential new family's rental agreement falling through.

Special Projects Manager

There is no written Special Projects Manager Report this month.

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

Facilities and Grounds Specialist/Transportation Specialist

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

- We discussed giving Daniel a ride to Redmond to pick up the bus, in for routine summer maintenance.

Jefferson County Education Service District

There is no written report this month.

BOARD CALENDAR OF ANNUAL ACTIVITIES 2026-2027 BY CONSENSUS 2026 0714

Bear said that the revised calendar is attached for information purposes.

TRANSPORTATION REPORT: BUS MAINTENANCE AND ROUTES

Bear explained that this is an item on the Annual Board Calendar. According to Daniel's report, the bus maintenance was accomplished. She asked if we know the bus routes yet for this school year.

- Delaney said that the bus routes will be mostly the same as before.

MANDATORY TRAININGS AND FIRE DRILLS UPDATE

Bear said that this is a regular item on the Annual Board Calendar. She asked Delaney to explain what this means. These are listed in the Principal Report.

- Delaney said that every month we will do fire and safety drills for students.
- Little protocols are posted around the school based on standardized language.
- Delaney will send the VectorSolutions Child Abuse: Mandatory Reporting (Full Course (Oregon)) training link to Jenni, Emma, and Craig. Karen and Bear have already taken the training.
- Delaney said that this online training platform has a huge menu. BBS tends to do only essentials, but if anyone wants to do more, they can ask Delaney.

INTERDISTRICT TRANSFER REVIEW

Bear explained that this is an item on the Annual Board Calendar. Delaney included information in his Principal Report. Also, the Board Packet includes three relevant policies that likely need to be revised. The Board will consider revisions at the September or October meeting.

- Delaney said that Oregon laws require a process. Both school districts need to agree to an interdistrict transfer. It is a legal contract between two districts. All legal responsibilities travel with the student to the new district.
- He has found that parents don't necessarily understand that these transfers require the consent of both districts. BBS has the right to refuse to accept a transfer from Sisters, and Sisters has the right to refuse to allow a student to transfer to BBS.
- Delaney said that we will present proposed policy changes in September.

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

DISCUSS POSSIBLE NEW BOARD GOALS FOR 2026-2027

Bear said that, at yesterday's Board retreat, Delaney and Jane suggested that the Board consider revising these goals. We have used this format for several years but might wish to develop a different format, not necessarily at today's meeting.

- Delaney said that we saw a lot of board goals templates when looking at strategic planning examples.
- Jane said that Oregon School Boards Association (OSBA) has a forty-five-minute video on board goals. It's about the governance role of school boards.
- Bear and Jenni said that they would like to view the video and also the one-page item that Jane found. Jane said that she would send it to everyone.
- Delaney said that one possible goal is working on a BBS strategic plan.
- Jenni said that for us to clarify the role of the Board in the strategic plan would be a good road map going forward.

ACTION ITEMS

APPROVE STUDENT/PARENT HANDBOOK 2026-2027

Bear asked Delaney to highlight any substantive edits since last year.

- Bear suggested that, for the Vision and Mission page, the handbook use the information from the BBS website, which is slightly different from the handbook version.
- Jenni suggested fixing the formatting and page breaks.
- Page 6: Bear asked if we still have the same Special Education agreement with Jefferson County Education Service District (ESD), since Ms. Tammy now works here. Delaney said that we do. The ESD still provides some services.
- Jenni said that it would be helpful to have page numbers.
- Page 12: Bear said that "houselessness" is the correct spelling.

Jennifer Green: Moved to approve the Student/Parent Handbook 2026-2027 as amended. Craig Mackie: Seconded. All in favor. Motion passed.

POLICY UPDATES (2ND READING AND BOARD DECISIONS)

Bear Brown proposed a motion to adopt, amend, delete, or not adopt the following Policy Updates as recommended by Bear Brown and Delaney Sharp, and the Board voted as follows:

April 2026 Policy Plus Packet:

BBA D1 ~ BBS Board voted to approve changes with edits
BBE D1 ~ BBS Board voted to approve changes with edits
BBE R G1 ~ BBS Board voted to adopt with edits
BCB D1 ~ BBS Board voted to approve changes with edits
BCE G1 ~ BBS Board voted not to adopt
BD G1 ~ BBS Board voted to adopt with edits
BD_BDA D1 ~ BBS Board voted to delete

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

BDC D1 ~ BBS Board voted to approve changes with edits
BDD D1 ~ BBS Board voted to approve changes with edits
BDDC D1 ~ BBS Board voted to approve changes with edits
BDDG D1 ~ BBS Board voted to approve changes with edits
CBA G1 ~ BBS Board voted not to adopt
CBG G1 ~ BBS Board voted not to adopt
CEA G1 ~ BBS Board voted not to adopt
DBEA D1 ~ BBS Board voted to approve changes with edits
EBB D1 ~ BBS Board voted to approve changes with edits
EBBA D1 ~ BBS Board voted to approve changes with edits
ECAA G1 ~ BBS Board voted not to adopt
GBA D1 ~ BBS Board voted to approve changes with edits
GBA R D1 ~ BBS Board voted to approve changes with edits
GBN_JBA D1 ~ BBS Board voted to approve changes with edits
GCBDA_GDBDA R 1 G1 ~ BBS Board voted not to adopt
GCBDA_GDBDA R 1 G2 ~ BBS Board voted not to adopt
JBA_GBN D1 ~ BBS Board voted to approve changes with edits

Emma Prescher: So moved. Jennifer Green: Seconded. All in favor. Motion Passed.

FOR THE GOOD OF THE ORDER

- None.

MINUTES

Bear asked for suggested revisions to the Minutes of the July 14, 2026 Regular Session.

- Page 1: Bear said that Delaney's title is now just "Principal."

Karen Lajoy: Moved to approve the Minutes of the July 14, 2026 Regular Session as amended. Emma Prescher: Seconded. All in favor. Motion passed.

CALENDAR

- First Day of School ~ Tuesday, September 8, 2026
- Next Regular Board Meeting ~ Tuesday, September 15, 2026, 3:30 p.m.

ADJOURN

There being no further business, Board Chair Bear Brown adjourned the Session at 4:22 p.m.

Minutes respectfully submitted,
Jane Petke, Recording Secretary


Marie Sheahan "Bear" Brown, Board Chair


Date approved

