

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

**REGULAR SESSION MINUTES**  
**April 9, 2024 AS APPROVED**

**Board Members Present:**

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

**Staff Members Present:**

Delaney Sharp, Head Teacher

**Consultant/Community/Public Present:**

Jonah Jensen and Lee Georgeton, SAJ Architecture (briefly)

**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**

Pamela 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**

Steve was ill and Simon was away. Bear invited Delaney to give an update.

- About the finances, Bear noted that Simon included a description of bond information in his written report, item 6.4b.
- Delaney pointed out that Griffin Construction was conducting an on-site meeting at this time, for potential subcontractors. Griffin had sent the design to various groups in Oregon. This meeting is optional, not mandatory. If people actually

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show up, that's a sign of their interest. Bids are due at the end of April. Griffin then will turn around quickly with a more detailed budget. Delaney said that it sounds like things are moving forward and running smoothly. Jefferson County permits are in the works. We sent JeffCo some money today for fees.

- Pamela said that it seems like we'd need to get the information at least the day before May 7 to be able to review and make decisions concerning the Guaranteed Maximum Price (GMP).
- Karen asked if some things are not absolutely certain; for example, will the floor plan change? Delaney said that the floor plan will not likely change. He said that we'll probably get a price on repainting the whole school, but that probably won't happen because it's not really necessary. Karen recalled that adding doors was something discussed. Delaney said that the current plan includes more doors. What Delaney has in his laptop is not the most updated, so the additional doors don't show.
- Pamela said that, at the community meeting with all of the samples presented, she heard people saying that they really liked the blue room carpet but there were some concerns about the green room carpet. Pamela presented an idea. The blue room carpet was more attractive; what if the same carpet were used in the green room, which has blue highlights that would work with the carpet? Delaney asked Jonah and Lee (who were in the MPR) to join the meeting briefly. Pamela presented the idea, which is doable. Bear noted that SAJ Architecture had worked closely with the teachers and other staff, whose responsibility it was to decide on this color scheme (not a Board-level decision). She suggested that Delaney invite staff to consider the carpet suggestion.
- Karen asked if someone had responded to Jon Sheldahl's written concerns. Bear said that SAJ Architecture had put together a written response, which Bear had forwarded to Jon.
- On the BBSD Bond Program Financial Report, Karen asked what "Unallocated Owner Contingency" means. Delaney explained that it is standardly built into the budget. Pamela had other questions about inflation. Delaney said that they might keep it in the budget up to a certain point and it move into other categories once the expenses are more certain. Simon will be back in a couple of weeks. Pamela can email him and he can respond, cc Board.
- Pamela noted that, under Project Expense: Hard Costs, the Generator and Asbestos Abatement amounts were removed for some reason. Is that because it is covered elsewhere? Delaney said that it's likely that these were moved to a different category (Maximum Allowable Construction Cost). She could include that in her questions for Simon.
- Pamela also had some additional bond questions. Delaney said that he is not as clued in on the subject as he is on the regular BBS budget. He does hear that we are still on budget.

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## **INFORMATION AND REPORTS**

### **Board Chair and Vice-Chair**

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

- Pamela asked for clarification concerning the Board Chair term limit. Bear explained that, a few years ago, Daniel Petke had alluded to a Jefferson County Education Service District discussion on the topic.

### **District Administrator and Head Teacher**

See attached District Administrator and Head Teacher Report for details.

- Delaney reported that BBS has two more days of swimming lessons in Redmond. This program gets good reviews, and the parents like it. The kids are really getting a workout.
- Delaney said that he met with a family yesterday; they have a kindergartner who would start next year.
- He said also that a realtor called yesterday to ask about our school district boundaries, which might help some potential buyers decide where to buy a house.
- Gary said that he spoke recently with a Sisters family with three children who might be interested in BBS. Delaney said to have them contact Molly. People outside of Camp Sherman find out about BBS mostly by word of mouth. The families really like the outdoor activities and small class sizes.

### **Child Development Specialist**

See attached Child Development Specialist Report for more details.

- Karen noted that a lot of good things are happening. Delaney said that the bronze medal from Oregon Battle of the Books is on the bulletin board. A number of kids are excited to do this next year.

### **Business Manager/District Clerk**

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

- Bear noted that Simon is away, but he provided an explanatory written report.

### **Family-Community Engagement Coordinator**

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

- There were no questions or comments.

### **Special Projects Manager**

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

- Pamela asked if any work has been done on the commercial versus personal version of Starlink. Delaney said that he had passed the information along to Jennie, but he hasn't heard from her about this. People seem to be on board with getting an alternative system.

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**Facilities Operations Manager**

See attached Facilities Operations Manager Report for more details.

- There was no written report this month.
- Delaney said that staff are making plans for next year with construction ongoing and eventually completed.

**Transportation Specialist**

See attached Transportation Specialist Report for more details.

- There were no questions or comments.

**Jefferson County Education Service District**

Bear said that Daniel Petke had informed her that he doesn't have anything specific to report for Black Butte School.

- Bear reported that Jon Sheldahl, after talking with Karen Sheldahl, has decided not to serve on the ESD Board.
- Delaney said that the application is posted on the BBS website. We can ask the ESD for more information to advertise the position. The requirements are the same as for the BBS Board.
- Delaney said that Daniel's last ESD meeting will be in May.

**RECEIVE RESPONSES TO STAFF LETTERS OF INTENT**

Bear noted that Kirstin included a brief statement about this in the District Administrator and Head Teacher Report.

**PROPOSED YEAR-END FIELD TRIP REPORT**

Bear invited Delaney to discuss pertinent items on the Oregon History Road Trip.

- Bear wondered about the second evening's program, "Mike's Ice Cream." Delaney said, "It's a Hood River classic."
- Delaney, Gary, and three parent volunteers will chaperone the trip. The chaperones will meet sometime in the next two weeks. Food is the most complicated issue, deciding what meals to serve. Pamela suggested asking Marti Dale. She's a master and used to do a lot of this kind of thing in the past.
- Karen asked how many students are going. Delaney replied, "twelve."
- Delaney said that this group does well with structure and activities. The trip will be pretty structured, with assignments and accountability.
- Delaney also noted that Gary, our Bus Driver, might have the hardest job ~ especially in Portland.

**ACTION ITEMS**

**APPROVED FY 2024-2025 SCHOOL CALENDAR**

Bear asked Delaney to point out any significant changes from the draft calendar presented last month.

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- Bear noted that the number of Student Contact Days (171) and Teacher Work Days (12) remain the same as for the current year.
- Delaney said that he'd added one more Teacher Work Day to make the number the same as for the current year and also fixed some text below the calendar.

Karen Lajoy: Moved to adopt the 2024-2025 School Calendar as presented. Gary Lovegren: Seconded. All in favor. Motion passed.

### **FOR THE GOOD OF THE ORDER**

None.

### **MINUTES**

Bear asked for suggested revisions to the Minutes of the March 12, 2024 Regular Session.

- Bear recommended a few minor changes:
- Add Jon Sheldahl, Community Member (c. 4:00 p.m.) to the list of attendees.
- Under "Budget Goals," Bear recommended adding the following bullet point: "Simon suggested the following amendment, as the first goal: "The budget will use current year's resources to support current year's students while maintaining a robust fund balance.""

Karen Lajoy: Moved to approve the Minutes of the March 12, 2024 Regular Session as amended. Pamela Lovegren: Seconded. All in favor. Motion passed.

### **CALENDAR**

- Special Board Meeting to Approve Guaranteed Maximum Price (GMP) for Construction Project ~ Tuesday, May 7, 2024, 3:30 p.m.
- Budget Committee Training Session ~ Tuesday, May 7, 2024, 4:00 p.m.
- Jog-a-Thon ~ Friday, May 10, 2024, 1:00 p.m.
- Next Regular Board Meeting ~ Tuesday, May 14, 2024, 3:30 p.m.
- Budget Committee Meeting ~ Tuesday, May 14, 2024, 4:45 p.m.
- End of Year Awards and Performances ~ Thursday, June 6, 2024, 6:00 p.m., Community Hall
- Community Bond Update ~ Golden Shovel Event, Friday, June 14, 2024, 11:00 a.m.

### **ADJOURN**

There being no further business, Board Chair Bear Brown adjourned the Session at 4:41 p.m.

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

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

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Marie Sheahan "Bear" Brown, Board Chair

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Date approved