



Butte Falls School District #91

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UNOFFICIAL MINUTES OF SCHOOL BOARD MEETING

MONDAY MAY 21, 2018

DATE/TIME/PLACE: A meeting of the School Board of Butte Falls School District 91 was held on Monday May 21, 2018 at 6:00 p.m. in the district office meeting room, 720 Laurel Avenue, Butte Falls, Oregon.

CALL TO ORDER: Stephanie Pitts, Dan Murphy, Kathleen Misfeldt, Aaron Worman
Absent: Steve Nelson

ADMINISTRATION: Dr. Phil Long, Dianne Gorman, Racheal Aiken

SECRETARY: Julie Freeman

PUBLIC: Roni Burg, Ahrien Johnson, Chris Mathas, Tim Keith

CALL TO ORDER: Board Chair Stephanie Pitts called the meeting to order at 6:03 p.m.

PLEDGE OF THE ALLEGIANCE: Mrs. Pitts led the Pledge of the Allegiance.

APPROVE AGENDA: Mrs. Misfeldt made a motion to approve the agenda. Mr. Murphy seconded. Mrs. Pitts-Aye, Mrs. Misfeldt-Aye, Mr. Murphy-Aye, Mr. Worman-Aye. Voted and carried. 4 Ayes votes, 0 opposed.

CONSENT AGENDA/ MINUTES: Mr. Murphy made a motion to approve the minutes of the Regular Meeting Minutes for April 16, 2018 and the Budget Committee Meeting Minutes for May 1, 2018. Mrs. Misfeldt seconded. Mrs. Pitts-Aye, Mr. Worman-Aye, Mrs. Misfeldt-Aye, Mr. Murphy-Aye. Voted and carried. 4 Ayes votes, 0 opposed.

COMMUNICATION/ REPORTS: SUPERINTENDENT'S REPORT (ENROLLMENT/SAFETY, SEISMIC PROJECT, UPDATE, ETC.)
Updates- Dr. Long reported that enrollment was holding steady. He also shared that he and Mrs. Gorman had been involved in numerous interviews for the six teaching positions that are available. Dr. Long and Mrs. Gorman shared positive characteristics of both teachers and their experiences with interactions with each of them. Dr. Long gave his recommendation for hiring Jerry Brown for the P.E/Health teacher and Athletic Director and Natalie Wilson for the Science teacher.

Dr. Long gave an update of the Seismic Project, which has moved forward to the gym. He shared some of the challenges the new phase has unveiled, but stated that the project is still 75% on target for graduation in the gym. Dr. Long reported that the estimated cost exposure to be substantially less than the \$29,000-\$39,000 anticipated. He also stated that we had incurred approximately \$20,000 in additional costs for moving and the extras that have been involved in the project.

Dr. Long shared that he had been in communication with Jim Beaver about updating our brochure. He stated we would be waiting to decide on an Open House date until the high school was complete.

Dr. Long reported that with the expansion of our sports program we are short equipment and need to invest approximately \$25,000 into the program to replace and replenish outdated equipment. Mrs. Aiken stated that many schools do a five-year rotation of replacing sports equipment.

Dr. Long shared the success of the B.F.C.S. Art Exhibit, which housed approximately 72 exhibits, and had a good community turnout. He also reported that the 2018-2019 kindergarten was looking at approximately 20 new students entering Butte Falls Charter School.

REVIEW OF PAYMENT

OF BILLS: Board members reviewed the expenditure report and asked for clarification on a few of the expenditures. Mrs. Aiken was able to provide answers.

FINANCIAL SUMMARY:

Mrs. Aiken reported the final 2016/2017 state adjustment came in at \$61,177 in the positive. She stated that this would help offset some of the seismic costs and reinvestment to various program costs. She shared that she did not foresee a need to transfer from reserves to the general fund, although we will have to transfer money from the general fund to the food service program. Mrs. Aiken reported that at this time, depending on the spending in the next couple of months, she anticipates the ending fund balance to be between \$500,000 - \$600,000.

Mrs. Aiken went through the financial summary and stated she would be bringing appropriation adjustments to the next meeting. Dr. Long reminded the board that the ending fund balance would be used for some of the items contained within the budget message.

Mrs. Aiken provided the board with questions from the budget meeting. She stated that she added both elementary and high school Dean of Students. She also answered Mr. Murphy's question on a payroll line item, and stated that the increased cost was due to negotiations after the budget process.

Dr. Long explained the budget process and explained that the board can review a proposed budget and make adjustments prior to the final approval. Dr. Long made a recommendation to make those adjustments reflecting changes needed to the current proposed budget prior to final adoption.

CHARTER
SCHOOL/STAFFING
UPDATE:

Mrs. Gorman provided the board with a report on the events, clubs, sports events and activities going on within Butte Falls Charter School. She included field trips, Prom update, award ceremonies, Movie Night, Art Show, and State Playoffs for both the track and softball teams.

ESSA/SITE
COUNCIL/PARENT
INVOLVEMENT:

Mrs. Freeman reported that she had submitted the budget narrative for the Title IV funds. She also shared the outcome of the food service audit, stating that it went well. Mrs. Misfeldt reported that the Site Council/Parent Involvement had met before the board meeting and had a list of events they would like to sponsor next year. One new event, suggested by Audrey Misfeldt, was to add a Pet Show at the elementary building.

BUTTE FALLS CHARTER
SCHOOL/NATURAL
RESOURCE CENTER:

Mr. Mathas introduced a guest, Tim Keith from the Society of American Foresters. Mr. Keith thanked Butte Falls Charter School and Mr. Kem for continuing their dedication to natural resources. He stated that only six grants were awarded, and B.F.C.S. had received one for the second year in a row. He stated that he had heard about the positive things B.F.C.S. was doing around natural resources and encouraged everyone to keep of the good work.

Mr. Mathas reported that he would be having a workday down at the NRC on May 24. He stated that he had approximately 20 students and 3 staff members that had volunteered to work. Mr. Mathas shared the design from the pavilion that would house 9 picnic tables in it and would be used for a meeting space for an outdoor classroom. Mr. Mathas also shared that he had received a \$5,000 donation from Katherine Harris.

BUTTE FALLS COMMUNITY
SCHOOL PARTNERSHIP:

Mr. Murphy reported that the B.F.C.S.P. was continuing to raise money towards a new heating system and that they were working on upgrading the building and surrounding area.

PUBLIC COMMENT: none

OLD BUSINESS:

School Board Policy Review - Second Reading-IGAEB, IGBA, IGBAB/JO, IGBAC, IGBAE, IGBAF, IGABF AR, IGBAH, IGBAJ, IGBAJ AR - Mrs. Pitts read the policy titles to the board and stated that the final adoption would be at the next board meeting.

NEW BUSINESS: **Classified Job Descriptions** - Board members had the opportunity to ask questions about the classified job descriptions provided in their packets. Dr. Long was able to answer questions. Mrs. Misfeldt made a motion to approve the Job Descriptions as presented. These include the following: Assistant Cook, Bus Driver, Campus Monitor, Custodian, Education Assistant, Facilities and Maintenance Manager, Food Service Worker, Food Service Manager, Office Manager, Maintenance Worker, Special Education Assistant 1, Special Education Assistant 2, Student Retention Assistant, and Technology Coordinator. Mr. Murphy seconded. Mrs. Pitts-Aye, Mr. Worman-Aye, Mrs. Misfeldt-Aye, Mr. Murphy-Aye. Voted and carried. 4 Ayes votes, 0 opposed.

Memorandum of Agreement with OSEA Chapter 142 - Dr. Long shared the changes reflected from the new classified job descriptions including the initial financial impacts. Mrs. Misfeldt made a motion to approve the Memorandum of Agreement between Butte Falls School District and Oregon School Employees Association Chapter 142 as presented. Mr. Murphy seconded. Mrs. Pitts-Aye, Mr. Worman-Aye, Mrs. Misfeldt-Aye, Mr. Murphy-Aye. Voted and carried. 4 Ayes votes, 0 opposed.

Resolution #18-09 - Mr. Worman made a motion to approve Resolution #18-09 accepting a donation for \$5,000 from Katherine Harris, into fund 203, to help with construction projects at the NRC. Mrs. Misfeldt seconded. Mrs. Pitts-Aye, Mr. Worman-Aye, Mrs. Misfeldt-Aye, Mr. Murphy-Aye. Voted and carried. 4 Ayes votes, 0 opposed.

Hire: Jerry Brown/P.E. Health Teacher, Natalie Wilson/H.S. Science Teacher, Caroline Beebe/H.S. Volleyball Coach, Jerry Brown/Athletic Director - Mr. Murphy made a motion to elect Mr. Brown and Ms. Wilson for the teaching positions and hire Ms. Beebe and Mr. Brown for the extra-duty positions at Butte Falls Charter School for the 2018-2019 school year. Mrs. Misfeldt seconded. Mrs. Pitts-Aye, Mr. Worman-Aye, Mrs. Misfeldt-Aye, Mr. Murphy-Aye. Voted and carried. 4 Ayes votes, 0 opposed.

**ANNOUNCEMENTS
AND COMMENTS**

FROM THE BOARD: Mrs. Misfeldt commented on how quickly the year had gone by and thanked Roni for helping with the sound equipment at the Talent Show.

Mr. Worman asked if the board was meeting during the summer. Dr. Long stated that there would be a July meeting and asked if the board would like to meet sometime in August to discuss expectations and hopes for the coming year.

Mr. Murphy asked about the purchase of a new bus. Dr. Long stated he was in the process of doing research on it and would recommend purchasing a bus that had a wheelchair lift.

Mrs. Pitts did not have any comments.

ADJOURNMENT: With no further business, the regular meeting was adjourned at 7:49 p.m.