



# Butte Falls School District #91

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## OFFICIAL MINUTES OF THE REGULAR SCHOOL BOARD MEETING MONDAY MARCH 13, 2023

- DATE/TIME/PLACE:** A meeting of the School Board of Butte Falls School District 91 was held on Monday March 13, 2023 at 6:00 p.m. at the District Office 720 Laurel Ave., Butte Falls, Oregon. The meeting provided virtual access to the public, via Zoom & YouTube.
- CALL TO ORDER:** Board Chair Katie Misfeldt called the meeting to order at 6:01 p.m.
- ROLL CALL:** Present: Katie Misfeldt, Dan Murphy, Mark Carlton, Bonnie Freeman  
Absent: Aaron Worman
- ADMINISTRATION:** Dr. Phil Long  
Karina Ferre  
Josh Cook  
Racheal Aiken (Zoom)
- SECRETARY:** Julie Freeman
- TECHNOLOGY:** Catherine Cogdill
- PUBLIC:** Ben DeCarlow, Chris Mathas (Zoom)
- PLEDGE OF ALLEGIANCE:** Mrs. Misfeldt led the Pledge of Allegiance.
- APPROVE AGENDA:** Mr. Murphy made a motion to approve the agenda as presented. Mrs. Freeman seconded. 4 aye votes, 0 opposed.
- CONSENT AGENDA/ MINUTES:** Mrs. Misfeldt made a motion to approve the minutes of the regular board meeting of February 13 2023. Mr. Murphy seconded. 4 aye votes, 0 opposed.
- NATURAL RESOURCE CENTER:** Mr. DeCarlow presented a flyer and an update on the recent activities at the NRC. He shared that Home Depot had donated \$1,500.00 towards construction tools for Career Technical Education. He stated that the donation along with district funds towards the program work be purchased and used at both the NRC and woodshop.
- Mr. DeCarlow also shared that teachers from the high school and elementary school would be hosting a Spring Break Camp at the NRC. He stated that all enrolled students in grades 6, 7 and 8 grade were invited to attend. He shared that the day camp will consist of learning stations, whole group games, lunch, field trips to nearby locations and service work around the NRC. Mr. DeCarlow shared that the learning stations related to the theory of outdoor skills and funding would be paid through

the Gray Family Foundation grant. He also stated that he was writing a grant to pay for a summer camp opportunity, similar to the Spring Break camp.

Mr. DeCarlow shared that the 2<sup>nd</sup> Annual Earth Day Celebration would be held in April and would include grades K-12 with the older students leading activities with the younger students in the area of environmental education.

SUPERINTENDENT  
REPORT/UPDATES:

Dr. Long reported that enrollment was at 188 students as of February 28, 2023.

Dr. Long stated that due to inclement weather in February. Students and staff missed three days of school. He shared that one day had been made up in February and the others were scheduled for June. He also shared that the elementary playground would receive new soft fall and be seeded during Spring Break.

Dr. Long shared that a Community Listening Session had been re-scheduled for Monday March 20, 2023 at 6:00 p.m. in the elementary gym. He stated that this would be an opportunity for parents and community to make comments, raise questions and share their input and feedback to administration and the board to help inform planning, budgeting and awareness.

Dr. Long also shared the March Newsletter with the latest school updates and information on all the happenings at Butte Falls Charter School.

Dr. Long reminded board members that Spring Break was the last full week in March and that there would be many activities as the end of the school year approaches.

INTEGRATED PLAN  
& BUDGET TEMPLATE  
PRESENTATION:

Dr. Long referred to the copies of the Integrated Plan and Budget Template that board members had received prior to the meeting. Dr. Long shared that the Integrated Plan and Budget was also available on the school website, [www.buttefalls.k12.or.us](http://www.buttefalls.k12.or.us). Dr. Long stated the Integrated Planning process was a new process, which would help consolidate six of the ODE initiatives. Dr. Long pointed out that he had been sharing information on this process at previous board meetings. He reminded board members that the process asked to identify needs based on input from students, staff, parents, community and partnerships. Dr. Long shared that the legislature did provide additional funding for technical assistance for small districts. Dr. Long praised the expertise help from Tanya Frisendahl, Bruce Rhodes and Jacquie Jaquette for their technical assistance throughout the process. He stated that they were able to leverage additional resource with Kim Young through the SOESD who pulled together all the data and identified trends that helped guide the Integrated Plan.

Dr. Long shared that through the surveys from parents, students and staff, empathy interviews with focal student groups, reviewing public comments from board meetings and the Feedback link during the past year; utilizing the Oregon Integrated System that included staff and community along with the Site Council/Parent Involvement group input, all helped guide completing the Integrated Plan Application. He stated that the team used a variety of ways to help engage all groups to describe the needs that guided responses while utilizing the Oregon Equity Lens.

Dr. Long then referred to the copy of the Outcomes, Strategies, Activities & Budget document. The document provide the excel budget document along with a summary and break down of the outcomes, strategies, activities and budget. He stated that both the Integrated Plan Application and the Budget Template with the outcomes and strategies were available on the school website.

Dr. Long and the board reviewed the Outcomes, Strategies, Activities and Budget summary that included two funding sources, High School Success and the Student Investment Act, which related to the Integrated Plan and Budget Application. Dr. Long also shared additional and tiered planning. Dr. Long discussed each outcome, strategy, activity and budget amount with board members and allowed time for discussion, questions and feedback.

BUTTE FALLS  
CHARTER SCHOOL  
REPORT/UPDATES:

**Charter School Updates:** Mrs. Ferre reported that there were no staffing updates at this time, but that SOESD had been able to provide some new licensed substitutes. She shared that staff and students celebrated Read Across America/Dr. Seuss week, and that fieldtrips were happening again and volunteers were coming back on campus. She also shared that the snow had provided some fun sledding and snow play days for the students after the big storms.

Mrs. Ferre shared that Smokey the Bear would be visiting grades K-2, the Lyons Club would be doing vision screening and the elementary school would be celebrating the 100<sup>th</sup> day of school soon. Mrs. Ferre shared that the seventh grade class was looking into collaborating with the high school for some 4<sup>th</sup> quarter electives.

Dr. Long reported that he had advertised for positions for next school year, including a 7<sup>th</sup> grade teacher, an elementary teacher and a roving licensed substitute. He also reported that he was currently seeking a temporary custodian and a facility manager.

REVIEW OF  
PAYMENTS:

**Review of Payments:** Board members reviewed the expenditure report and asked for clarification on various expenditures. Mr. Cook provided answers.

FINANCIAL  
SUMMARY:

**Financial Summary:** Mr. Cook reported that he had met with administration to begin work on the 2023-2024 budget. Mr. Cook provided an overview of the current financial reports and stated that he was watching the state school fund and discussed various House bills that were coming through.

ESSA/SITE COUNCIL  
PARENT  
INVOLVEMENT:

**ESSA/Site Council/Parent Involvement:** Mrs. Ferre shared that the Site Council/Parent Involvement Group (P.I.G.) had met on February 9<sup>th</sup> and gone over the upcoming Living Museum and Art Show that would be taking place in April. She also shared that the group would be putting together an activity calendar for parent involvement for the 2023-2024 school year.

BUTTE FALLS  
COMMUNITY  
PARTNERSHIP:

**Butte Falls Community Partnership:** Mr. Murphy stated that The Landing was continuing to make changes and that The Landing and the school would be having a game day soon.

PUBLIC COMMENT:

There were no public comments.

OLD BUSINESS:

**Revised Resolution 22-11 Adopting the Budget:** Mrs. Misfeldt made a motion to approve the Revised Resolution 22-11 Adopting the Budget. Mr. Carlton commented on cost per student amount. Mrs. Freeman seconded. 4 aye votes, 0 opposed.

**Newspaper of Record:** Mrs. Aiken shared that due to the close of the Medford Mail Tribune and that the paper that has taken over for the Rogue Valley is unable to publish records at this time, the district would be moving to the Grants Pass Daily Courier to publish notices. She stated that legal postings would also be posted throughout the community and on the website. Mr. Carlton made a

motion to designate the Grants Pass Daily Courier as the newspaper of record. Mr. Murphy seconded. 4 aye votes, 0 opposed.

**Board Policies-Section J Students - Second Reading:** Dr. Long read through the Board Policies - Section J-Students with the board and allowed time for comments and discussion. The following were recommendation of changes to the above policies. JBAA Section 504-Students - short form, JFC Student Conduct - version 1 - strike "all rules applying to student conduct shall be posted in a prominent place in each school building", JFCJ Weapons in School - tabled until future meeting, JFG-AR Student Searches change to "drug detection dogs **may** be used for general or dragnet searches", JGEA Alternative Education Programs Related to Expulsion - strike parenthesis "unless the expulsion is for a weapons policy violation", JHFF/GBNAA - Reporting Requirements for Suspected Sexual conduct with Students "Texting or electronically communication with a student through contact information gained as a contractor, agent or volunteer for the district is **strongly discouraged**" strike prohibited. Mrs. Misfeldt made a motion to approve Board Policies Section J as presented and amended, omitting JFCJ Weapons for discussion & approval at a future meeting. Mrs. Freeman seconded. 4 aye votes, 0 opposed.

**NEW BUSINESS:**

**Integrated Plan & Budget Template - ACTION** - Mrs. Misfeldt made a motion to approve the Integrated Plan & Budget Template as presented. Mrs. Freeman seconded. 4 aye votes, 0 opposed.

**2023-2024 District Calendar:** Dr. Long shared the results for the surveys regarding moving the Monday through Thursday schedule to a Tuesday through Friday schedule. Dr. Long shared that the data did not present evidence that parents or families were on board for the change. Dr. Long stated that he would provide the 2023-2024 district calendar at the next board meeting for Board approval.

**2023-2024 Board Budget Calendar:** Mrs. Misfeldt made a motion to approve the 2023-2024 Board Budget Calendar. Mrs. Freeman seconded. 4 aye votes, 0 opposed.

**PERSONNEL:**

**Hire High School Track Coach:** Mrs. Freeman made a motion to hire Elijah Bowers for the High School Track Coach. Somebody seconded. 4 aye votes, 0 opposed.

**COMMENTS/  
FUTURE ITEMS:**

**Mr. Carlton:** Mr. Carlton stated that he noticed the high school campus was open, but the gates to the elementary appeared closed after school and on the weekends. Dr. Long stated that outside gates would remain locked, but entrance through the front gates at the elementary were unlocked.

**Mr. Murphy:** None

**Mrs. Misfeldt:** None

**Mrs. Freeman:** None

**ADJOURNMENT:**

The Board meeting adjourned at 9:02 p.m. 4 aye votes, 0 opposed.