



Butte Falls School District #91

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OFFICIAL MINUTES OF SCHOOL BOARD MEETING MONDAY OCTOBER 14, 2019

- DATE/TIME/PLACE:** A meeting of the School Board of Butte Falls School District 91 was held on Monday February 11, 2019 at 6:00 p.m. in the district office meeting room, 720 Laurel Avenue, Butte Falls, OR.
- ROLL CALL:** Stephanie Pitts, Steve Nelson, Dan Murphy, Mark Carlton, Aaron Worman
- ADMINISTRATION:** Dr. Phil Long, Dianne Gorman
- SECRETARY:** Julie Freeman
- PUBLIC:** Denise Wade, Brandon Lee, Terri Olsen
- CALL TO ORDER:** Board Chair Stephanie Pitts called the meeting to order at 6:02 p.m.
- PLEDGE OF THE ALLEGIANCE:** Mrs. Pitts led the Pledge of the Allegiance.
- APPROVE AGENDA:** Agenda Adjustments:
3.05 Old Business Add:
 - Introduction of New Employee - Dr. LongMr. Nelson made a motion to approve the agenda as amended. Mr. Murphy seconded. 5 aye votes, 0 opposed.
- CONSENT AGENDA/ MINUTES:** Mr. Murphy pointed out that the September meeting was adjourned at 8:37 p.m., not at 7:37 p.m.
Mr. Nelson made a motion to approve the minutes of the September 16 , 2019 as corrected. Mr. Carlton seconded. 5 aye votes, 0 opposed.
- GUEST SPEAKER:** There were no guest speakers in attendance.
- SUPERINTENDENT UPDATES:** **Introduction of New Employee** - Dr. Long introduced Teri Olsen, the new Special Education Teacher. Ms. Olsen said she was very happy to be a part of the district.
- Audit Presentation** - Brandon Lee, CPA for Neuner Davidson & Co. presented board members and administration with a copy of the 2018-2019 audit report. Mr. Lee stated that the audit went well and encouraged board members to ask questions or contact him later if they had any questions.

Mr. Lee recommended that board members take time to read pages 3-7 at their convenience and commended Mrs. Aiken for her hard work. Mr. Lee lead the board through the audit report, highlighting specific pages that he thought may be of interest to the school board.

Mr. Lee spoke about the transfer to the food service program. Dr. Long shared that although the district does not receive a 100% reimbursement, the free lunch and breakfast program is an enticement to our school and community.

Mr. Lee stated that the internal controls were done very well within our district during the last year. He complimented the district on its efforts providing the Natural Resource Center for students.

BUTTE FALLS
CHARTER SCHOOL
NATURAL RESOURCE
CENTER:

Mr. Mathas was unable to attend the meeting. Dr. Long gave a brief report of the progress at the NRC. He stated that work on the houses was coming along nicely, and Mr. Mathas was always looking for ways to minimize costs to get maximum results.

SUPERINTENDENT
REPORT:

Enrollment Report - Dr. Long shared that the enrollment numbers as of September 30, 2019 was 228 students.

District Projects - Dr. Long stated that he met with Jake Coppola of ZCS and went through a few projects that he recommended completing in the near future. He reported that he was looking into applying for another retrofit grant for the elementary school, but the grant no longer covered initial assessment costs. Dr. Long asked the board to authorize him to work with ZCS on various projects within the district. There was a consensus from the board.

Dr. Long also stated that he was looking to reinforce the structure of the bus barn. He shared that Mr. Coppola had also had given recommendations to help with repairs needed at the barn. Dr. Long also reported that new upgrades for the bus barn area would be new doors, security fencing & lighting and outdoor cameras.

Board Policy Audits - Dr. Long stated he had contacted OSBA for the policy audit.

Student Success Act/Continuous Improvement Planning - Dr. Long shared the planning guide for the S.S.A. He also shared a power point that was presented at the stakeholder meeting held on Oct. 11, 2019. He stated that staff, students and community members were invited and worked on a "crosswalk" with stakeholders to update the current ORIS needs assessment in place, along with sharing information about the S.S.A. He shared that a team has been working on the Continuous Improvement Plan that would be submitted to Oregon Department of Education by December 6, 2019. He also shared that the plan tied together goals, plans, needs assessments, data, surveys, grants in place, along with the five year plan for the district.

Smart Reading- Dr. Long reported that he had attended a training for the Smart Reading Program and would be volunteering with the Smart Reading program at the elementary school this year.

Five Year Plan - The board and the administration went through the Five- Year plan and noted areas of success and areas that were still being worked on.

REVIEW OF
PAYMENTS:

Board members reviewed the expenditure report and asked for clarification on various expenditures. Mrs. Aiken provided answers.

FINANCIAL
SUMMARY:

Mrs. Aiken shared the post audit and current financial reports, She stated that she will be looking closely at the budget and spending during the next few months. She also stated that she would provide a food service analysis at the next board meeting.

CHARTER SCHOOL/
STAFFING UPDATE:

Mrs. Gorman gave a report of the happenings of the charter school and provided board members with an elementary and high school list of dates and events.

ESSA/SITE
COUNCIL/PARENT
INVOLVEMENT:

ESSA /Site Council/Parent Involvement Report - Mrs. Freeman stated that she was working with the C.I.P. team and helping coordinate the S.S.A. process and would be submitting the Title budgets soon.

BUTTE FALLS
COMMUNITY
SCHOOL
PARTNERSHIP:

Mr. Murphy reported that they have hired part time assistant and custodian.

PUBLIC COMMENT: None

OLD BUSINESS: None

NEW BUSINESS: None

PERSONNEL:

Chess Club Advisor - Mr. Nelson made a motion to hire Ben DeCarlow for the X-Duty Chess Club Advisor. Mr. Murphy seconded. 5 ayes, 0 opposed.

New Classified Hires - Dr. Long reported that he authorized the hiring of four classified substitutes, Monica VanDerMeer, Kathy Garote, Buffy Rowden & Shawna Henagin.

COMMENTS FROM
THE BOARD:

Mr. Nelson: none

Mr. Murphy: none

Mr. Worman: none

Mr. Carlton stated that he had concerns with athletic and drug use policies. Dr. Long welcomed board members to come speak to him if they had concerns.

Mrs. Pitts reminded board members that one of their main jobs was to evaluate the superintendent. She stated that at the last evaluation Dr. Long was accomplished on five of the nine standards. She asked Dr. Long to provide a written report on where he was at on the four remaining standards at the next board meeting. She also stated that she would like the school board self-evaluation from OSBA to be included in the next board packet.

ADJOURNMENT: With no further business, the regular meeting was adjourned at 8:38 p.m.