

## Butte Falls School District #91

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### OFFICIAL MINUTES OF SCHOOL BOARD MEETING

MONDAY DECEMBER 11, 2017

**DATE/TIME/PLACE:** A meeting of the School Board of Butte Falls School District 91 was held on Monday December 11, 2017 at 6:00 p.m. in the district office meeting room, 720 Laurel Avenue, Butte Falls, OR.

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

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

**SECRETARY:** Julie Freeman

**PUBLIC:** Danny Byrum, Mardell Smith, Eliana Sheriff, Chris Mathas, John Nicholson

**Call to Order:** Board Vice Chair Steve Nelson called the meeting to order at 6:00 p.m.

**APPROVE AGENDA:** Dr. Long asked to add 6.6 Social Science teacher resignation/girls basketball coach resignation as an action item. Mr. Nelson also asked to table 4.2 Pledge of the Allegiance until the next meeting when Mrs. Pitts could be present. Mr. Murphy made a motion to approve the agenda as amended. Mr. Worman seconded. Voted and carried. 4 yes votes, 0 no votes.

**CONSENT AGENDA:** MINUTES/ Mr. Worman made a motion to approve the regular board meeting minutes of December 11, 2017, Mrs. Misfeldt seconded. Voted and carried. 4 yes votes, 0 no votes.

**COMMUNICATION/  
REPORTS:**

**SUPERINTENDENT'S REPORT (ENROLLMENT, SEISMIC PROJECT, MARKETING, ETC.)**

Dr. Long reported enrollment was holding and we are keeping up with our enrollment target. He also reported that the website had been updated to have more accurate information on our teaching staff and classrooms.

Dr. Long provided an updated list of current school staff for the board members.

**Seismic Retrofit Update:** Dr. Long shared that he would be meeting with Ausland Construction on the retrofit project. He stated that they would be sending a team to do some inspections at the high school and should have a guaranteed price by Dec. 31st. He stated that we will assess where we are at that point and go from there.

He also shared that he has a meeting scheduled with the S.O.U. provost on Friday, December 15 and working on establishing a formal partnership with them.

**REVIEW OF PAYMENT OF BILLS:**

Board members reviewed the expenditure report and asked for clarification about a few of the expenditures. Mrs. Aiken provided answers.

**FINANCIAL SUMMARY:**

Updates: Mrs. Aiken provided a handout that explained the water consumption with the number of gallons and prices along with a year to date summary. She also stated that she had added a column to the " % of Budget Actuals" to the financial statement.

Upcoming Reminders: Mrs. Aiken stated that she had not heard additional updates on the Jan. 23 election to repeal the Provider Tax, but depending on the outcome, it could affect our state school funding. Dr. Long stated that OSBA and COSA are recommending to be prepared for impacts the outcome of the election might have.

Mrs. Aiken reminded board members that PERS calculates its rates every two years. She stated that the next increase will be a 6% increase and with such a sizeable increase that we should be looking at budgeting a transfer into our PERS reserve fund to help offset those cost increases.

Mrs. Aiken pointed out that the large tax swing on the financial statement was due to taxes being paid in November and that we will see another swing in February and May. She also shared that while the state school fund was remaining steady, we should see an increase in January as she had increased our ADM student count.

Mrs. Aiken stated our ending balance is \$229,217. She shared that if we stay on track with the budget we could end up with a \$303,000 ending balance and not have to use our reserve funds. Dr. Long reminded board members that the state was paying us half the money this year and half the money next year (50/50) rather than the usual 49/51 split so we need to remain cautious in our expenditures.

Audit Update: Mrs. Aiken touched on the financial highlights of the audit document, and pointed out much of the positive highlights are due to increased enrollment. She walked the board through a breakdown of the different funds and pointed out the variances between the final adopted budget vs the actual audited budget and noted that last year the increase in revenue meant we did not have to transfer money from reserves.

Dr. Long pointed out page 28 of the audit which states that the auditors found no items not in substantial compliance.

Mrs. Aiken stated that she would like to look into sending out a Request for Proposals (RFP) for Auditing Services as she had some concerns about the responsiveness and timeliness of the recent process.

SCHOOL UPDATE: Mrs. Gorman reported to the board that conferences were held and there was about a 90% parent attendance rate. She also reported that the Winter Program was coming up and both the sports program and school worked well together to make it work for everyone.

She stated that the high school is having winter celebrations with an ugly sweater day and hall decorating contest.

Mrs. Gorman reported that the electives were going well with the temporary help that we had at this time. She stated that she was working with a community member that would like to do a survival wilderness class. She also was working with Family Connections and working on providing trainings with parent and teachers.

Mrs. Gorman updated the board with the various activities of the sports program and clubs. She also shared that she was given gift cards by a generous community member and would be distributing them to families.

Sports Update: Dr. Long shared with the board some of the challenges we have faced this last year with our new partnership with C.L.C.A and the sports program. He reported with one of the challenges was resignations of various coaches and in the process of scrambling to cover the positions a couple of OSAA violations happened. The violations were not intentional and were self-reported and that we are no longer in violation.

ESSA/SITE COUNCIL/  
PARENT INVOLVEMENT:

Mrs. Freeman reported that she had submitted the REAP carryover to ODE and that the money would go towards staff professional development opportunities. She also shared that the Parent Group was still meeting and will be setting three to five project goals for the year.

BUTTE FALLS CHARTER SCHOOL/NATURAL RESOURCE CENTER (NRC):

Mr. Mathas reported to the board that there has been no conveyance date yet for the federal property.

He shared information on a couple of senior projects taking place at the N.R.C. Students were working on designing a bridge and working on the rainwater structure. He also shared that the N.R.C. would be receiving free dirt from the J.C. Roads & Parks that will help fill in some ditches and provide a better picnic ground area. Mr. Mathas shared that the salmon will be officially released during the week and this program will help the district in bringing a Salmon/Steelhead Enhancement Program (STEP) at the N.R.C.

Mr. Mathas also shared that the ventilation system for the welding shop had been installed and that the students would have the option of a welding class elective in the second semester.

Mr. Nelson shared that the wrestling team has split some of the wood stored down at the N.R.C. and have sold some which proceeds will go to the wrestling program. He stated that the wood at the N.R.C. is available for any extracurricular groups for fundraising.

BUTTE FALLS COMMUNITY SCHOOL PARTNERSHIP:

Mr. Murphy reported that the addition of a second session for the preschool has allowed them to divided the sessions between older and younger children. This is working well. He also shared that The Landing was gathering information on replacing the old heating system and that they had switched to a LED lighting system to reduce costs.

PUBLIC COMMENT:

Mr. Nelson reminded the board and audience that speakers may offer criticism of school operations and program, but the Board will not hear personal complaints concerning school personnel or against any person connected with the school system.

Audience member John Nicholson asked about the policy of the school insofar as kids and abusive situations and bullying.

Dr. Long stated that there are guidelines on how we handle harassment and cyber bullying. He noted that school employees are mandatory reporters,

Dr. Long invited Mr. Nicholson to talk to him individually about any specific concerns he may have. He also stated that our goal as a district is to provide a safe environment for the students and the district was working on on-going trainings in these areas. Dr. Long thanked Mr. Nicholson and noted his concerns and stated he would be happy to meet with him to continue to work on areas to make our school and community a safer place.

OLD BUSINESS:

Charter Renewal:

Dr. Long reminded the board that at the last meeting there was discussion on reviewing the charter contract and concerns that the contract be reviewed by an attorney. He also reminded the board of some of the specific updates he had provided including language around class size, caps and students entering from out of the district.

Dr. Long stated that although the Charter Board and School Board mutually agreed to give authority to the School Board to operate as a charter school we still need a contract in place.

Mr. Nelson stated that he would like to see the contract reviewed by legal counsel and brought before the board. Dr. Long stated he would contact OSBA who had staff familiar with charter schools.

Mr. Worman made a motion to approve the renewal of the Butte Falls Charter School contract for the period of five years, from July 1, 2017 to

June 30, 2022, contingent on the inclusion of the revisions contained in the Proposed Updates to Current Charter Agreement presented at the November 20, 2017 School Board meeting. Mrs. Misfeldt seconded. Voted and carried. 4 yes votes, 0 no votes.

Mr. Murphy made a motion that the revised Butte Falls Charter School contract be reviewed by legal counsel and be brought back to the School board for further review by June 1, 2018, for approval of any modifications necessary to ensure full and current alignment with Oregon statutes and regulations. Mr. Worman seconded. Voted and carried. 4 yes votes, 0 no votes.

Pledge of the Allegiance:

Tabled until next meeting.

Superintendent & Board Evaluations:

Dr. Long reminded board member to fill out their board self-evaluations and encouraged them to include comments. He asked that board members get the evaluations to board chair Mrs. Pitts who will compile the information and present it at the next board meeting. He stated that Mrs. Pitts would provide the superintendent evaluation process at the January meeting.

NEW BUSINESS:

Approval of Audit:

Mr. Worman made a motion to approve the audit as presented for the 2016/2017 fiscal year. Mr. Murphy seconded. Voted and carried. 4 yes votes, 0 no votes.

PERSONNEL:

Resignation M.S.B.B.B. Coach:

Mr. Murphy made a motion to accept the resignation of Joel Nye for M.S.B.B.B. coach. Mr. Worman seconded. Voted and carried. 4 yes votes, 0 no votes.

Salary Increase/Insurance Adjustment Administrative Assistant:

Mr. Worman made a motion to approve salary and benefit adjustment as proposed by Dr. Long for Mrs. Julie Freeman-Administrative Assistant. Mr. Murphy seconded. Voted and carried. 4 yes votes, 0 no votes.

Salary Increase/Insurance Adjustment Administrative Assistant:

Mr. Worman made a motion to approve salary and benefit adjustment as proposed by Dr. Long for Ms. Cindy Taylor- Board Secretary. Mr. Murphy seconded.

Hire/Winter Sports:

Ted Birdseye-M.S. Wrestling Coach, Jim Mannenbach & Manny Valdovinos H.S. Wrestling Coaches, Jorge Quintero H.S. Boys Assistant Coach, Paul Bell Interim H.S. Girls Basketball Coach.

Mr. Worman made a motion to hire the above winter coaches. Mr. Murphy seconded. Voted and carried. 4 yes votes, 0 no votes.

Resignation H.S.G.B.B. Coach/Social Science Teacher:

Mr. Worman made a motion to accept the resignation of Mr. Sean Fuller for H.S.G.B.B. coach and Social Science Teacher, effective Dec. 31, 2017.

Mr. Murphy seconded. Voted and carried. 4 yes votes, 0 no votes.

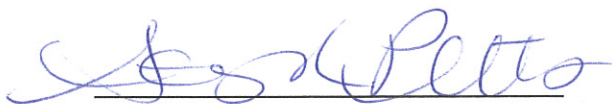
ANNOUNCEMENTS AND COMMENTS

FROM THE BOARD: Mrs. Misfeldt commended the administration on all the long hours they put in. She also thanked Racheal for being at our all our meetings.

Mr. Murphy asked Racheal about the percent of reimbursement for food service program. Racheal said she would look into it.

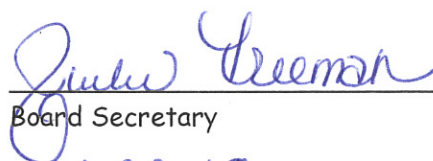
Mr. Nelson asked if each board member would come up with five year goals they would like to see accomplished for the district.

ADJOURNMENT: With no further business the regular meeting was adjourned at 8:03 p.m.



Board Chair

1-23-18  
Date



Board Secretary

1.22.18  
Date