

**Banks School District
Budget Committee Meeting
May 16, 2019 6:00 PM
Board Room
Present:**

Budget Committee:

Raymond Mott, Ron Frame, Josh Merritt, Tom Forest

Others Present:

Jeff Leo Superintendent, Joni Spencer, Business Manager, Darla Waite-Larkin, Banks K-8 Principal, Shelley Mitchell, Student Services Director, Jacob Pence, Banks High School Principal, Max Sigander, Banks Technology Director

Call to Order/Flag Salute/Welcome

Raymond Mott called the meeting to order at 6:00 PM and led the flag salute.

Election of Chair and Vice-Chair

Raymond Mott opened nominations for budget committee chair and vice-chair.

Josh Merritt nominated Tom Forest for Chair

Tom Forest nominated Josh Merritt for Vice Chair. No other nominations.

The vote was unanimous.

Approval of Agenda

Chair Tom Forest asked for a motion to approve the proposed agenda. Raymond Mott moved to approve the agenda as presented. Ron Frame seconded. The vote was unanimous.

Budget Message

Mr. Leo read the budget message (see attached).

Presentation of Superintendent's Recommended Budget

Joni Spencer, Business Manager, presented the budget. She discussed the budget adoption process, starting with planning and development. This process is done in collaboration with the administrative team, following the format designed by the Dept. of Revenue, and meeting the requirements in Oregon Statutes. The district must present the proposed budget, and the Budget Committee recommends the budget, or proposes to revise the budget. The School board will hold a hearing on June 10 to hear additional public input and to vote on approval of the budget. The district cannot spend outside the approved budget without board approval.

FUNDS:

- Five different funds make up the district resources, with 76% of resources being accounted for in the General Fund.
- General Fund accounts for the general operations of the district.
- Special Revenue Fund accounts for Student Body Funds, Food Service, Athletics/Activities and grants.
- Debt Service accounts for bond indebtedness and other debt.
- Capital Projects Fund accounts for capital expenditures.
- Internal Service Fund accounts for the pension bond.

REVENUE:

- 62% of General Fund comes from the State School Fund.
- Local revenue consist primarily of property taxes

- Ending fund balance for 18-19 is projected at 1.6 million. This is a reduction of \$500,000 from last year's \$2.136 million. The ending fund balance for 2019-20 is projected to be \$947,057, another reduction of about \$500,000.
- Overall, gross revenue is budgeted to remain flat from 2018-19 actual.
- Student Success Act will result in an estimated \$850,000 additional funding to Banks School District for 2020-2021. This money can supplant current programs, which will allow the district to bring back reductions, such as counseling. This may go to the voters in January.

EXPENSES

- Instruction/support services account for about 76% of the expenses.
- Expenses will increase from 2018-19.
- PERS anticipated to be \$275,000 higher than 2018-19.
- 30% opt out for OEBC/PEBC members with dual enrollment gone away, resulting in increase of \$175,000.
- Negotiations increased days to 191 with a cost of \$35,000 for additional day. Step and COLA adds another \$250,000.
- Personnel costs comprise 71% of the General Fund budget.
- There is proposed a combination of MS/HS counselor to an administrative position which will allow the position to assume additional duties such as evaluations. The TOSA at the elementary will assume the Elementary Principal position.
- The Student Services department will assume a portion of the reduction of the .5FTE SLP reduction from the NWRESD.
- Staffing numbers based on current enrollment. It is hoped reductions will be accomplished through attrition.

Mrs. Spencer said the district must look ahead - for example, June revenue forecast is up \$770,000 from the March forecast.

Public Input:

Tony Richeson, BEA Co-president, commented that over the last 5 years ending fund balance has been underestimated - actuals are exceeding projected.

Pat Marlia, BEA Co-president, asked the following questions:

- Which 2 assistant coaches will be cut under the proposed budget
- How were the kinders forecasted each year
- Budgeting is for 2.0FTE in technology, what is the plan
- There is a reduction in fiscal services to salary
- Opt-out proposed is optimistic based on current legislature; if there is extra revenue due to a change in the law, what happens to the extra money;
- Maintenance has a 13.5% increase in salary; the maintenance person's opt out waiver is added to salary.

Committee Discussion

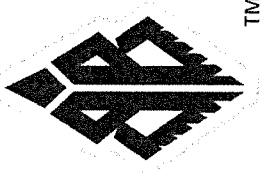
Mrs. Spencer answered questions from Budget Committee members

Josh Merritt expressed frustration with state funding. He commented employee benefits suck the life out of the system. He said he was concerned with the reduction of 1.0FTE teacher to elementary principal, and a 1.0FTE counselor to vice-principal. He was concerned how a person serving as a disciplinarian could also serve as a counselor. He asked about cost of an administrator versus a teacher, if there is a salary step for administrators. Mrs. Spencer said historically administration does not receive step - they normally receive COLA only. She said the change of the staffing proposed will save the district \$130,000. Mr. Leo said all non-union employees negotiate individually with the superintendent.

Review Next Steps

Raymond Mott moved to approve the budget as submitted. Josh Merritt seconded.
Discussion: There was no discussion. The motion passed unanimously.

The meeting adjourned at 7:49 PM.



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Banks School District Superintendent Budget Message 2019-2020

BSD Mission Statement

To engage, challenge and prepare every student to realize their potential in learning and life.

BSD Vision Statement

Through high-quality academics and community engagement, Banks School District students will grow to be responsible and respectful citizens.

BSD Core Values

We believe:

- Every student can learn.
- In utilizing data driven instruction that focuses on every student as an individual.
- In the power of staff, student, parent, and community collaboration.
- In using current technology in the daily learning to engage students.

Dear Banks School District Board of Directors and Budget Committee:

As we move into the 2019-2021 biennium, I present to you a budget that continues to improve the Banks School District and the great service we provide to the students of the Banks community. Our proposed 2019-20 General Fund Budget is based on a \$9 billion funding level. Even with this increased biennial investment at the state level, it is not adequate funding to keep pace with anticipated expenditure growth. With this level of anticipated funding and our forecasted expenditures, the Banks School District had to address a shortfall of \$500,000. We have worked diligently to present a budget that reflects the vision and goals of the district and directs resources where needed most to maintain our current quality of service, despite having to make the necessary budget reductions. Our primary goal always is to maintain our student-centered philosophy, and I believe we have accomplished that goal through this proposed budget.

Administration / Counseling Restructuring

We will be absorbing a counseling position and a current TOSA/counselor into one K-8 Assistant Principal. This administrator will have expanded duties that will best serve our students and staff across the district and provide the highest level of student support. The elementary school will be supported with 1.75 FTE administrators, the middle school with 1.25 FTE administrators, and the high school with 2.0 FTE administrators/AD for the 2019-20 school year.

Student Services / Speech Language Pathologist

Our Student Services Director will now be performing part of the district's SLP services. This restructure of caseload will achieve significant savings.

Certified Staffing Reductions

- We are reducing 1 FTE at the elementary school. We currently do not know at what grade level that reduction will occur, but may create a blend at 2 grade levels (ex. 1st/2nd grade, 2 1st, 2 2nd, and 1 1st/2nd). We will analyze enrollment numbers to ensure our class sizes remain appropriate.
- We are reducing .5 FTE at both the middle and high schools.

We expect all reductions to occur through attrition rather than reductions in force. What and how we reduce will depend on who leaves and in what academic areas.

Curriculum

Over the past two years, the district has replaced math and reading curriculum at the elementary school and science curriculum at the middle and high school level. With this significant investment over the past two years, we will hold off at least one year for additional purchases.

Professional Development

Our professional development focus for the 2019-2020 school year will be to continue with two major focuses:

- 1) Quality Assessment Practices trainings with our staff. Our own teachers teaching to their peers. We will be applying for multiple grants that could total \$40,000. We will supplement these grant funds with Title IIA and Title IV funding. This is important work for our teachers and we will expand on this work next year.
- 2) Work with NWRES D and the trainings they provide. We had numerous teachers and teams work collaboratively with NWRES D professional development staff. We attended the Climate and Culture, Early Learning, PBIS, and 9th-grade on track trainings with the NWRES D staff. This work will continue next year and we will use Title IIA and Title IV funds to supplement the costs.

Technology

With the passage of the last bond the district made significant investments in updating technology. Since that initial investment, we have continued to allocate additional resources to this area each year. For 2019-20 we will cut back some in technology replacement and support. I feel that we are in a great place in the district with utilization of technology and can take a year to reevaluate our technology usage. We will be making an investment to re-wire the high school, which will allow us to cut down on time needed to maintain the network connections during the day.

Measure 98 Funding

Measure 98 will be flat funded for 2019-20. We will continue to provide the following:

- Graphic design programs
- Core intervention classes at Middle School
- Fire science equipment
- CTE equipment and technology for all CTE classes
- Administrative support for attendance improvements
- Continued focus on College and Career Readiness

If the legislature full funds Measure 98, our focus for the additional revenue would be to add back College and Career Readiness (counseling) and a Behavior Specialist for the district.

Summary

The Banks School District will continue to provide a variety of quality educational experiences for all learning styles that promote academic excellence at all levels and prepares individuals to be college and career ready.

We will continue to:

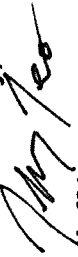
- Focus on Professional Learning Communities to analyze data and students as individuals. We will determine what interventions and enrichments are needed for students to be engaged and successful while in the Banks School District.
- Focus on Quality Assessment Practices and growing our professional development opportunities for teachers and staff. We will invest funds and apply for funds to continue to expand our professional development for our district.
- Focus on College and Career Readiness for all students.
- Continue growth as a seamless, K-12 district.

Highlights of Banks School District

- 98% graduation rate
- Small class size
- Music Instruction K-12
- PE/Health Instruction K-12
- Robust CTE program
- Collaborative culture for staff
- Community support and high volunteer rate

We present this budget to you tonight with the priority of our students as our philosophy and decision driver in this document. We will continue to strive and achieve excellence in the Banks School District. I feel the decisions we have made will have the least impact on student and staff support in the district. Tough decisions were made, but they were made with students as the priority.

Respectfully,



Jeff Leo
Superintendent