

VERNONIA SCHOOL DISTRICT 47J
1201 TEXAS AVENUE
VERNONIA OR 97064

BUDGET COMMITTEE MEETING MINUTES

May 2, 2017

- 1.0 CALL TO ORDER:** The Budget Committee meeting was called to order at 6:02 p.m. by Brett Costley. MEETING CALLED TO ORDER
- Board Present:** Brett Costley, Katie Cook, Cari Levenseller, Greg Kintz, BOARD PRESENT
Board Absent: Brittanie Roberts, Susan Wagner
Budget Committee Present: Kellie Murray, Tobie Finzel, Christina Loope, James Loope
Budget Committee Absent: Angie Handegard
- Staff Present:** Aaron Miller, Superintendent; Marie Knight, Business Manager; Barb Carr, Administrative Assistant; and Juliet Safier, VEA President. STAFF PRESENT
- Visitors Present:** Andre Schellhaas VISITORS PRESENT
- 2.0 Welcome & Introductions:** Introductions were made and Brett Costley welcomed all to the meeting. Brett thanked all for volunteering their time to be on the Budget Committee. WELCOME & INTRODUCTIONS
- 3.0 Election of Budget Committee Chair:** Tobie Finzel nominated Katie Cook as Budget Committee Chair. Cari Levenseller seconded the motion. There were no other nominations. Motion passed unanimously with those in attendance. COOK ELECTED CHAIR OF BUDGET COMMITTEE
- 4.0 Election of Budget Committee Vice Chair:** Brett Costley nominated James Loope as Budget Committee Vice Chair. Tobie Finzel seconded the motion. There were no other nominations. Motion passed unanimously with those in attendance. J. LOOPE ELECTED VICE CHAIR OF BUDGET COMMITTEE
- 5.0 Approval of Minutes:** Tobie Finzel moved to approve the Budget Committee minutes of 5/19/16. Cari Levenseller seconded the motion. Motion passed unanimously with those in attendance. MINUTES APPROVED
- 6.0 Budget Overview & Discussion of Budget Goals:** The Budget document was distributed to all committee members in attendance. Aaron Miller reviewed the Budget Overview on page 5-7 and also read aloud the Budget goals as listed on page 3 of the Budget document. BUDGET DOCUMENT OVERVIEW and BUDGET GOALS REVIEWED
- The Budget calendar was briefly reviewed and the committee was asked to let Barb Carr and/or Aaron Miller know of any meeting date conflicts.
- Marie Knight gave a brief presentation on the funds included in the Budget document.
- Fund 100: General Operating Fund
 - Funds 202-290: Special Revenue Fund – resources limited to a particular purpose and includes grants, food service fund, and student body funds
 - Funds 301-202: Debt Service Fund - dedicated to property tax revenue and principal and interest for long term debt obligations
 - Fund 401: Capital Project Fund - revenue and expenditures if the General Obligation bond passes and Oregon School Capital Improvements Matching (OSCIM) program is received
- 7.0 Presentation of Budget Message:** Aaron Miller read aloud his Budget message contained within the Budget document. PRESENTATION OF BUDGET MESSAGE
- 8.0 Budget Document Review:** BUDGET DOCUMENT REVIEW
Aaron Miller reviewed and highlighted the following areas:
- Positions cut within the budget include 1 licensed teaching position and 2 classified instructional aide positions. All three of these positions are not being filled from anticipated retirements.
 - Debt Savings: 2017-18 will be the second and final year of Cool Schools Loan payment

forbearance agreement. Therefore this annual payment is not included in the Budget document.

- A budget transfer from the General Fund to Debt Service in an amount of \$217,038 is in the Budget document. This is in case the bond election fails. This is a separate loan that requires an annual payment.
- All of the above loans mentioned are eligible for payoff if the bond election passes.

Sections of the Budget were reviewed:

General Fund Revenue by Major Source

- State School Fund
- Expenditure by Function
- Expenditure by Object – our purchased services is higher than other Districts because we contract out our transportation services. Likewise our salaries & payroll costs are less because transportation personnel are not employed by the District.

Special Revenue Funds

- Federal Funding
- Elimination of Title IIA grant funding
- Includes Measure 98 funds
- Includes miscellaneous grants and donated funds
 1. Robotics, Community 101, Trauma Informed Care, Rural Network
 2. Extra budget authority for new grants (if we get anything new)
- Student Body Funds
- Food Service Fund

Other Funds

- Debt Service - account for debt payments
- Capital Projects – in the event the bond passes
- General Obligation Bond
- Oregon School Capital Improvement Matching program (OSCIM)

Appendix Section - budget terminology

Mr. Miller went on to explain that this Budget document is based on the State's budget of \$8.01 Billion. All are hoping the State budget comes in at a higher number but there is good chance this will not happen. For every 100 million adjustment to the State's budget this means a \$50,000 adjustment in our budget. For every .1 less in the State's budget we lose \$50,000. Likewise any increase of .1 to the State's budget means an additional \$50,000 for our District.

Juliet Safier asked for clarification on the building staffing splits. These are now combined for ease in following. With the exception of the cut positions noted at the beginning of the meeting all staffing remains the same. She also asked if Foreign Exchange data is available for next year – no, not yet and what our current enrollment numbers are – approximately 532.

It was noted that it is possible to see zero's in some funds within the Budget document. This is because budget law requires that two years of actuals must be maintained within the budget document. If an account is no longer in use, data will be included for two years following the end of that account.

There were no other questions from the Committee. If any questions come up please get those to Marie Knight and Aaron Miller as soon as possible. There are likely areas of research that need to be done to provide a thorough answer to questions. The Committee was invited to set an appointment and come in with any questions as well. Marie shared that any questions that come to her via email she will reply with her response to the entire committee.

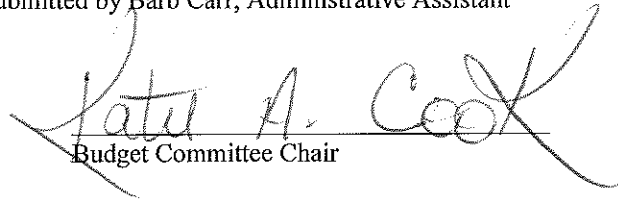
9.0 Next Meeting: May 11, 2017 at 6:00 p.m.

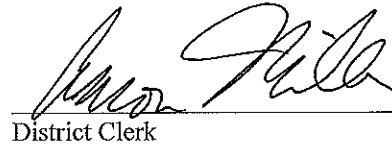
NEXT MEETING

10.0 Adjourn: Meeting adjourned at 7:05 p.m.

ADJOURN

Submitted by Barb Carr, Administrative Assistant


Budget Committee Chair


District Clerk