

VERNONIA SCHOOL DISTRICT 47J
1201 TEXAS AVENUE
VERNONIA OR 97064

BUDGET COMMITTEE MEETING MINUTES

May 3, 2018

- 1.0 CALL TO ORDER:** The Budget Committee meeting was called to order at 6:07 p.m. by Katie Cook. MEETING CALLED TO ORDER
- Board Present:** Brett Costley, Katie Cook, Greg Kintz BOARD PRESENT
Board Absent: Brittanie Roberts, Susan Wagner, Melissa Zaveles, Stacey Pelster
Budget Committee Present: Kellie Murray, Tobie Finzel, and Steve Whiteman
Budget Committee Absent: Christina Loope and James Loope
- Staff Present:** Aaron Miller, Superintendent; Marie Knight, Business Manager; Barb Carr, Administrative Assistant; Juliet Safier, VEA President and Kathi Fetch, OSEA President STAFF PRESENT
- Visitors Present:** None VISITORS PRESENT
- 2.0 Welcome & Introductions:** Introductions were made and Steve Whiteman was welcomed to the Budget Committee. WELCOME & INTRODUCTIONS
- 3.0 Election of Budget Committee Chair:** Tobie Finzel nominated Kellie Murray as Budget Committee Chair. Katie Cook seconded the motion. There were no other nominations. Motion passed unanimously with those in attendance. MURRAY ELECTED CHAIR OF BUDGET COMMITTEE
- 4.0 Election of Budget Committee Vice Chair:** Steve Whiteman nominated Tobie Finzel as Budget Committee Vice Chair. Brett Costley seconded the motion. Steve Whiteman moved to close the nominations. Greg Kintz seconded the motion. Motion passed unanimously with those in attendance. FINZEL ELECTED VICE CHAIR OF BUDGET COMMITTEE
- 5.0 Approval of Minutes:** Brett Costley moved to approve the Budget Committee minutes of 5/11/17. Katie Cook 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 Goals on page 3 and the Budget Overview on page 4-6. BUDGET DOCUMENT OVERVIEW and BUDGET GOALS REVIEWED
- 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:** Mr. Miller explained the difference between ADMr (Average Daily Membership regular) and ADMw (Average Daily Membership weighted). Special Education (SpEd), English Language Learners (ELL) and Mist Elementary students count as two and make up the ADMw count. He also shared the proposed increases to the budget that is above what was presented in last year's budget. BUDGET DOCUMENT REVIEW
- Adding two licensed positions. One position is brand new – adding an additional teacher for MS/HS Language Arts. The other addition is because last year there was an additional teacher hired at the Kindergarten level due to high numbers in last minute enrollment. This position will be retained from last year, however since the need wasn't realized until after the budget was adopted, it is an addition to the budget this year.
 - Addition of 2 Classified Instructional Assistant positions. Again, one of these positions is a new position and the other is retaining a person that was not in last year's budget. This occurred due to an expected retirement last year that the district initially thought it wouldn't replace. Hiring a replacement ended up being needed.
 - Addition of a halftime (.5 FTE) School Resource Office (SRO). This police officer will be hired by the City of Vernonia. The District will be responsible for half the salary and will utilize his/her services for half of their assignment.

Marie Knight gave a brief presentation on the funds included in the Budget document. She explained that at the beginning of each fund in the budget document there is a Resource Report which is revenue. There is also a Requirements Report which explains how the money on the Resource Report will be spent.

- Fund 100: General Operating Fund
- Funds 200: Special Revenue Fund – resources limited to a particular purpose and includes grants, food service fund, and student body funds. Measure 99 is Fund 228 and Measure 98 is Fund 229.
- Funds 301-302: Debt Service Fund - dedicated to property tax revenue and principal and interest for long term debt obligations. The district has one loan remaining that is scheduled to be retired in 2025.
- Fund 401: Capital Project Fund - revenue and expenditures of the General Obligation bond and Oregon School Capital Improvements Matching (OSCIM) program. A question was asked from the committee as to why the Resources and Requirements funds aren't equal in this fund. Marie explained that some of the bond dollars did not qualify for the OSCIM grant.

It was explained that the budget document contains 3-year of history on all funds. If within the 3 years there are columns with zeroes this means that either the fund hasn't existed for three years or it was a grant that was eliminated within the last 3 years.

Questions/comments from the committee and audience included:

1. Provide a glossary of acronyms and a definition of all special revenue funds. Marie Knight will create these and present at the next meeting.
2. Will the Student Support and Enrichment line item be sustained? Aaron Miller stated after two years he is not sure funding will continue.
3. Has the Summer Youth Transition Program (YTP) grant been awarded? This isn't known yet.
4. Typo noted on page 19 – should read K-5. Likewise the middle school program should read 6-8.


9.0 Next Meeting: May 10, 2018 at 6:00 p.m. At this meeting questions will be answered. If the committee is satisfied with the budget document they will approve it, sending it to the Board for final adoption at their June Board meeting. Also at the June meeting a public hearing, allowing public to give testimony, will occur. The committee is invited to this meeting but it is not a budget committee meeting and attendance is optional.

NEXT MEETING

10.0 Adjourn: Meeting adjourned at 7:02 p.m.

ADJOURN

Submitted by Barb Carr, Administrative Assistant


Budget Committee Chair


District Clerk