



Budget Reduction/Reallocation Process

Model for the Budget Reduction/Reallocation
Committee

February 8, 2023



Budget Reduction/Reallocation Process:

Dates: TEAMS

ESD Staff Budget Committee: Members from all associations and unions, and BOE member.

Student Centered Learning Committee: ESD Staff Budget Committee: Parents, Community Members, ESD Staff and BOE member.

Jan. 17

- Norms
- Overview of Process
- Consensus Model
- Principles and Board Priorities

Feb. 21

ESD Staff Budget Committee
MMS Classroom

Review budget items for review and identify impacts for each items

Student Centered Learning Committee
MMS Library

Review budget items for review and identify impacts for each items

March
Meeting #1
& #2

Both Committees at MMS Library

Use consensus model to move items from "under review" to Final Budget Reduction List.
Committees make final list.

April 12

Committees present final recommendation to the Board of Education





Budget Reduction/Reallocation Process:

Dates: Data/Information

Jan. 9

Survey out to stakeholders

Week of
Jan. 23

District and ESD 105 Team

Analyze survey data and place items on the "nonquantifiable" /viable list or on the Budget Items Under Review List

Feb. 21

ESD Staff Budget Committee and Student Centered Learning Committee meet separately to identify impacts

March
Meeting #1

Lists and impacts from both committees combined into one Master List with Impacts.

March
Meeting #2

Using consensus process, move items from Under Review to Final Reduction Recommendation List





Process for Recommendations

- ▶ ESD had about 2 million dollars of ESSER funds to spend for the 2022-2023 school year and will have about 1 million dollars of ESSER funds to spend for the 2023-2024 school year.
- ▶ ESD will need to cut one million dollars from the general budget to compensate for this reduction in ESSER funds.
- ▶ Stakeholders were asked to respond to a survey that was launched on January 9th and closed the week of January 23rd. The purpose of this survey was to generate ideas about what could be reduced from the current budget to help with the one million dollar reduction.
- ▶ The District Team comprised of two Board members, 2 Executive Directors, Superintendent, ESD 105 Superintendent and Chief Finance Officer, will be apply the Guiding Principles to all survey suggestions and place survey items on the Budget Item Under Review List or the Non Budget Item Review list.
- ▶ On February 21st ,the ESD Staff Budget Committee and the Student Centered Learning Committee will meet separately, and each committee will review the same Budget Item Under Review List and will have the opportunity to add to the impacts that could happen if individual items were reduced from the budget for next year.
- ▶ After impacts have been added, each committee will have a chance to review the Non Budget Review List as a group and will have an opportunity in their small groups to brainstorm and submit additional budget proposals for reductions (along with potential impacts).
- ▶ These additional proposals will be reviewed by the District Team and the Final Budget Item Under Review List will be shared with both committees together at the February 27th meeting.



Guiding Principles that will be considered for all Survey Results

- ▶ **Honor ESD Board Priorities:** These priorities are in tiers, with the realization that budget reductions may occur across all tiers.
- ▶ **Be sustainable for up to three years.**
- ▶ **Be reasonably quantifiable:** determined by the finance office and help from ESD 105 specialists.
- ▶ **Not create significant disruptions to major functions that are required to run the organization, departments (maintenance/facilities, business or human resources offices, technology offices, etc.) or schools.**
- ▶ **Seek avenues for revenue generation; especially attracting new students.**

Also, suggestions regarding salaries will not be considered for the Budget Items Under Review List because salaries are negotiated by individuals and by collective bargaining groups.



March Meeting #1 & #2

ESD Staff Budget Committee and Student Centered Learning Committee Members meet together.



Members of both committees moved to mixed groups of five people.

Each group of five mixed stakeholders reviews the Budget Items Under Review and Impacts. By consensus, each group then chooses their Top 3 items they would move to the Final Budget Reduction List.

Each group of five stakeholders write their top 3 budget items on a chart paper, then present them to the group.

After all charts are presented, each individual will be given several dots to individually place next to the items on the chart that they most agree with.

Items on the charts that receive the most dots will be reviewed again with the whole group. Consensus will be necessary to move items to the Final Budget Reduction List.

This overall process will be repeated until the the items on the Final Budget Reduction List total approximately \$1 Million.

Committees present final recommendation to the Board of Education

April 21

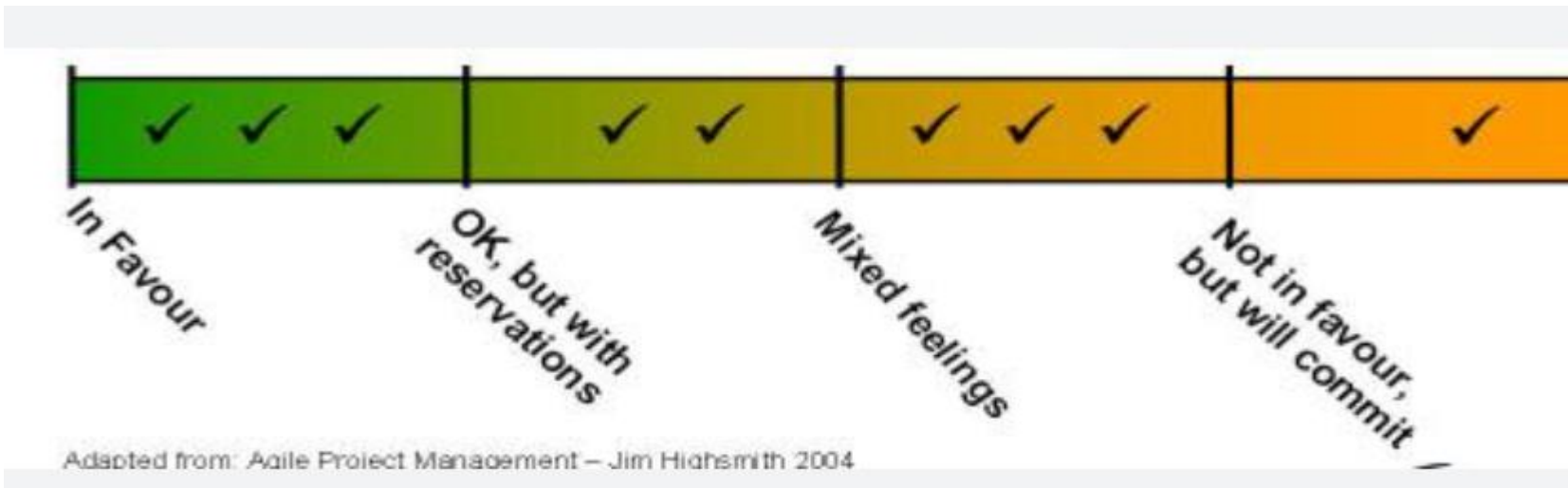




Consensus Process for Small Groups and Whole Group for the February 27th and March 14th

- ▶ **Consensus:** Putting a process in place to promote shared decision making where every member of the group has an equal opportunity to weigh in concerning their level of buy-in for different decisions that are being made. Ideally, consensus is reached when a certain level of agreement or buy-in is demonstrated.
- ▶ The use of an ESD gradient of support will be used for the budget reduction/reallocation process in ESD.
- ▶ A gradient model is more of a polling tool, as opposed to a voting tool. Polling demonstrates where people are at and should stimulate more discussion with the goal of helping all people in the group to move more into the green area of the scale.

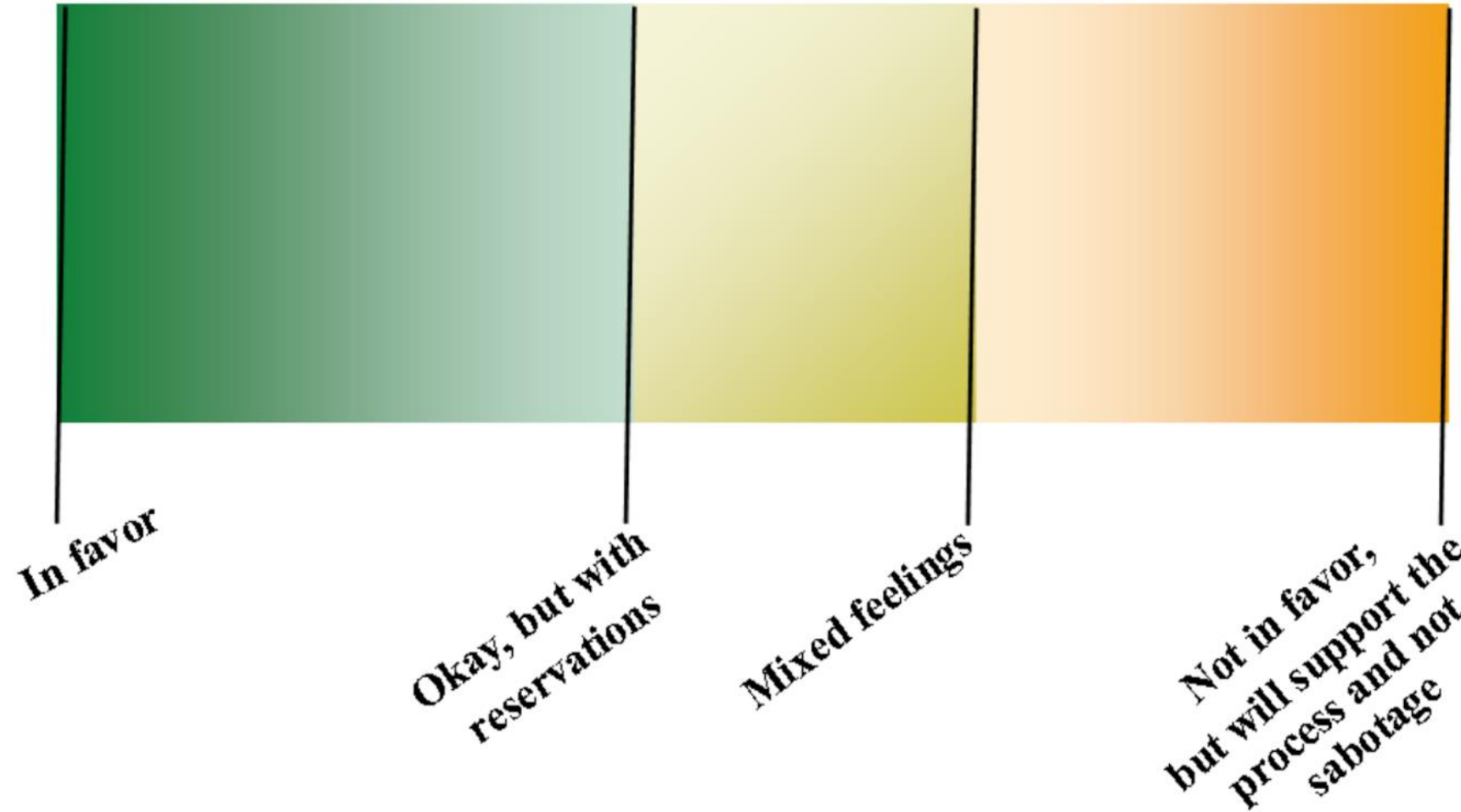
The gradient will be:



Adapted from: Agile Project Management – Jim Highsmith 2004



ESD Gradient





Consensus Model

- ▶ Every small group and eventually the whole group, will use this decision gradient to demonstrate their level of consensus.
- ▶ If all committee members in a group are not moved towards the green area of the gradient, then how will consensus be determined?

Committee members will have an opportunity to choose between two different ways of determining consensus, if all members of a group are not persuaded to move towards the green area of the gradient.

1. Model One:

- ▶ At least 4 members or 75% of the group is in the middle of the gradient or in the green.
- ▶ If don't get 75%, then don't have consensus and keep discussing the decisions that need to be made and try to make a decisions where at least 75% of the group is in the middle of the gradient or in the green.

2. Model Two:

- ▶ At least 4 members or 75% of the group is in the middle or in the green of the gradient.
- ▶ If can't get 75% of the group to the middle or in the green, then at least 3 or 65% of the group should be in the middle or in the green to have consensus.

A survey will be shared with the committee members to make their choice known about the desired consensus model.

If consensus is not reached according to the chosen model in the allotted amount of time then the group will not be able to weigh into the overall recommendation for the designated round.

The overall default of the consensus model for the whole group will be for the decision making to move to the superintendent and District Team excluding ESD 105.

The Board may choose to approve the entire recommendation from the budget reduction/reallocation committee at an April Board meeting or parts of the recommendation and has the option of asking the superintendent to bring the District Team back together to consider survey feedback and make the final recommendations regarding budget cuts.