

**BUDGET COMMITTEE MEETING  
ST. HELENS SCHOOL DISTRICT #502  
ST. HELENS, OREGON**

The Budget Committee of St. Helens School District #502, Columbia County, Oregon convened at the Columbia County School of the District, County and State on April 21, 2015.

**Present :**

William Amos, Board Member  
Ray Biggs, Board Member  
Traci Brumbles, Budget Committee Member  
Mike Herron, Budget Committee Member  
Jeff Howell, Board Member  
Gordan Jarman, Board Member  
Trinity Monahan, Budget Committee Member  
Amanda Normine, Budget Committee Member  
Kellie Smith, Board Member  
Mark Davalos, Superintendent  
Jessica Pickett, Business Manager

**Call to Order & Flag Salute**

Superintendent Mark Davalos called the meeting to order at 6:30PM and led the flag salute.

**Budget Committee Chairman Election**

Superintendent Davalos opened nominations for 2015-2016 Budget Committee Chair.

Gordan Jarman entered a motion nominating Kellie Smith as Budget Committee Chair. Jeff Howell seconded that motion.

Kellie Smith entered a motion nominating Jeff Howell as Budget Committee Chair. Amanda Normine seconded that motion.

Trinity Monahan entered a motion to close the nominations. Amanda Normine seconded that motion. Nominations for Budget Committee Chair were closed.

Votes in favor of Kellie Smith as Budget Committee Chair were: William Amos, Traci Brumbles, Mike Herron, Jeff Howell, Gordan Jarman, Trinity Monahan and Amanda Normine.

Following a vote for Budget Committee Chair nominees, Kellie Smith accepted the position as 2015-2016 Budget Committee Chair.

### **Budget Committee Vice Chairman Election**

Budget Committee Chair Kellie Smith opened nominations for the 2015-2016 Budget Committee Vice Chair.

Ray Biggs entered a motion nominating Jeff Howell as Budget Committee Vice Chair. Amanda Normine seconded that motion.

Kellie Smith entered a motion to close the nominations. William Amos seconded that motion.

Votes in favor of Jeff Howell as Budget Committee Vice Chair were: William Amos, Ray Biggs, Traci Brubmles, Mike Herron, Gordon Jarman, Trinity Monahan, Amanda Normine and Kellie Smith.

Following a unanimous vote, Jeff Howell accepted the position as 2015-2016 Budget Committee Vice Chair.

### **2015-2016 Budget Message**

Superintendent Mark Davalos presented the 2015-2016 Budget Message that included:

- Overview of the funding challenges for public schools in Oregon and across the nation.
- Information as to how the proposed budget will sustain our District's annual goals, mission and vision for our schools.
- Confirmation that the existing strategic plan has run its five-year course and that the new plan will be developed with guidance from the new Superintendent and the School Board.
- Confirmation that the re-opening of Columbia City School will be delayed for one or two years, depending on further developments and priorities
- Information as to how revenue estimates are impacting our District.
- Breakdown of the 2015-2016 funding allocation for each of the schools.

### **Review & Summary of 2015-2016 Budget**

Jessica Pickett provided an overall analysis of the proposed 2015-2016 budget.

2015-2016's proposed budget includes appropriations which are ~\$2.08M less than the prior year. By fund, the year over year changes include:

- General: Decrease of ~\$130k
- Special Revenue Fund: Decrease of ~\$1.5M
- Debt Service: Increase of ~\$165k
- Capital Projects: Decrease of ~\$594k

## Observations:

- General Fund – Increased 5% from the prior year | this is the district's main operating budget and pays for instructional programs and the daily operations and maintenance of our schools.
- Restricted Fund – Decreased 4% from the prior year | Of the District's ~\$3.94M in anticipated expenditures, ~85% will be spent in our five largest programs which are:
  - School Nutrition Program - ~\$947k
  - Student Body Accounts - \$852k
  - Title IA Program - \$674k
  - IDEA Program - \$665k
  - Columbia River Youth Corp - \$224k
- Debt Service – Increased 1% from the prior year | this reflects debt payments related to capital improvement bonds and debt tied to the District's refinancing of the Public Employee Retirement System (PERS) liability. Total payments for the year under budget include:
  - General Obligation Bonds : \$2,170,000
  - PERS : \$2,141,674
- Capital Project Fund – Decreased 1% from the prior year | proceeds from construction excise tax and facility rentals are used in this fund to pay for capital improvements to the school grounds. Salaries, wages, and benefits are holding steady representing 71% of the general fund budget. This includes the additional staffing required to support full day Kindergarten (4 teachers (4 FTEs), and 2, 3 hour Instructional Aides (.75 FTE) offset by reductions in licensed and classified among the four schools. Total proposed reductions at these four schools include 3 licensed FTEs and 2.6 classified FTEs. Total net change to the district is:
  - Licensed : Increase of 1 FTE
  - Classified: Decrease of 1.85 FTE
- The District has attempted to keep other costs including purchased services, supplies and materials and other uses flat in light of increased costs in areas like utilities, the cost of supplies and our current transportation contract.
  - Specific line items which are showing increases include:
    - Purchased services from the City of St. Helens for a resource officer.
    - Increases in charter school payments to Arthur Academy as they anticipate a larger full day kindergarten class (this is offset by revenue from the State).
    - Increasing instructional supply allocations to schools to catch up to prior year freezes.
      - K-6 || \$125 per student from \$120
      - 7-8 || \$132 per student from \$130
      - 9-12 || \$162.50 per student from \$160
    - A 2.5% contractual increase for student transportation services was offset by reducing estimates used previously for items such as gas. Extracurricular travel accounts were also reduced to more accurately reflect historical use.
- A significant area to highlight is the District's election to build its 2015-2016 budget based on a 49/51% distribution from the Department of Education's State School Fund. Though the State will be funding students at 50/50% allocation, the District has

recommended and strongly encourages the Board to create a reserve equivalent to 1% to be carried forward to be applied to inevitable cost increases in 2016-2017. This amounts to ~\$649k and will help eliminate or greatly reduce any reductions which need to occur in the second half of the budget biennium.

- As noted above, schools were given additional amounts per student to reflect an increase in costs that had not been acknowledged previously. Payroll is budgeted at a district wide level so as not to penalize schools who have a percentage of staff higher on contractually binding pay schedules. Building administrators have discretion to plan for their academic year in allocating their costs to best meet their students and staff's needs. Additionally, Special Education also allots its budget to the various schools based on student needs and programs offered.

### **Public Comment**

Melody Killens, a community member and member of the Saint Helens School District Board Advisory Facilities Committee, requested information as to what the impact will be on the district's elementary schools now that Columbia City School will not be reopened in the fall. Her specific concern was the space that will be required to accommodate full-day kindergarten students at each of the elementary schools. Superintendent Mark Davalos addressed her concerns, explaining that he had spoken with each of the elementary school administrators about this issue and that they will be able to accommodate the full-day kindergarten students.

Lisa Rawlings, principal at McBride Elementary, expressed her support of the decision to postpone the reopening of Columbia City School.

### **Upcoming Meetings**

#### **May 5- 6:30PM Columbia City School**

District Budget Committee Meeting: Budget Committee deliberation and discussion of proposed 2015-2016 budget

#### **May 19- 6:30PM Columbia City School**

District Budget Committee Meeting: Deliberation and possible recommendation of 2015-2016 budget for School Board adoption

#### **May 27- 6:30PM District Office**

Regular School Board Meeting: Public hearing and School Board adoption of 2015-2016 budget

### **Budget Committee Input**

The Budget Committee was asked to forward questions to Kellie Smith via email, no later than April 28, 2015.

**Adjournment**

The Budget Committee meeting was adjourned by Kellie Smith at 7:15PM.

  
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Committee Chair, Kellie Smith

  
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Business Manager, Jessica Pickett