

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

The Budget Committee of St. Helens School District #502, Columbia County, Oregon convened in the Administrative Office of the District, County and State on May 17, 2012.

**Present**

Casie Nash-Baruffi, Budget Committee Chair  
Jana Mann, Budget Committee Vice Chair  
Alan King, Budget Committee Member  
Walt Shriver, Budget Committee Member  
Marshall Porter, Budget Committee Member  
Tim Mosterdyke, Budget Committee Member  
Ray Biggs, Budget Committee Member  
Sally Norbom, Budget Committee Member  
Mark Davalos, Superintendent  
Janine Salisbury, Business Manager  
Amanda Stuber, Executive Assistant

**Call to Order & Flag Salute**

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

**Budget Committee Chair Election**

Superintendent Davalos opened nominations for Budget Committee Chair.

Alan King entered a motion nominating Sally Norbom as Budget Committee Chair. Casie Nash-Baruffi seconded.

Sally Norbom entered a motion nominating Casie Nash-Baruffi as Budget Committee Chair. Marshall Porter seconded.

Following no additional nominations, nominations for Budget Committee Chair was closed.

Votes in favor of Sally Norbom as Budget Committee Chair were: Alan King, Marshall Porter, Casie Nash-Baruffi and Jana Mann.

Votes in favor of Casie Nash-Baruffi as Budget Committee Chair were: Ray Biggs, Sally Norbom, Walt Shriver and Tim Mosterdyke.

Following a non-unanimous vote for Budget Committee Chair nominations, Sally Norbom expressed disinterest in serving and declined the nomination. Following Sally Norbom's nomination withdrawal, Casie Nash-Baruffi was unanimously voted as the 2012-2013 Budget Committee Chair.

**Budget Committee Vice Chairman Election**

Following opening of nominations for Budget Committee Vice Chair, Marshall Porter nominated Jana Mann. Casie Nash-Baruffi seconded.

With no additional nominations for Budget Committee Vice Chair, the motion nominating Jana Mann as Budget Committee Vice Chair unanimously carried.

**2012-2013 Budget Message and Proposed Budget**

Superintendent Mark Davalos presented the 2012-2013 budget message that included:

- review of the Blue Print for Success that is currently in the red;
- focus that will provide what SHSD students need now, not later, to prepare for the future;
- history of the negative impact because of state reductions; and
- how the proposed balance was budgeted and presented as balanced.

SHSD’s 2012-13 general fund forecast includes a projected \$1.58 million shortfall due to decreased state school fund revenue and increased expenses. To cover the shortfall and achieve the Board’s educational goals, the following reductions were included in the proposed budget:

- use of reserves (\$2.4M to \$1.8M)
- eight all staff furlough days (\$74,000 each day for a total of \$600,000)
- savings from Columbia City School closure (\$130,000 in year one and \$160,000 each year closed), and
- staff reductions (<4.1> and \$250,000 savings in health care, zero COLA & no step increases).

**Review & Summary of 2012-2013 Budget**

Janine Salisbury provided a review and summary of the proposed \$36,310,332 2012-13 budget that, after Board approval, guides staff how to spend funds on instruction.

Funds reviewed included:

General fund in the amount of \$26,366,000 that makes up 73% of total budget as follows:

- Instruction of students - \$14,085,266 (54% of the 73% general fund budget)
- Direct support to students - \$8,313,477 (32% of the 73% general fund budget)
- Central administration - \$1,357,062 (5% of the 73% general fund budget)
- Other - \$2,610,195 (10% of the 73% general fund budget)

Restricted – Special Revenue Funds in the amount of \$5,482,008 that makes up 15% of total budget,

Restricted – Debt Service Funds that makes up 10% of total budget as follows:

- General obligation bonds: \$1,990,500
- PERS Bonds: \$1,841,824

Restricted – Capital Projects Fund in the amount of \$630,000 that makes up 2% of the total budget.

Further break down of the general fund allocation reviewed included:

- 70% pays for staff salaries and benefits;
- 15% pays utilities, legal services, contracted work and other serviced the district must purchase from outside agencies;
- 4% pays for supplies and equipment; and
- 11:% pays for other uses such as contingency fund, retirement of debt from purchase/lease agreements, dues & fees, and operational licensed and permits.

**Public Comment**

Although Casie Nash-Barrufi explained no comment was scheduled at the May 17<sup>th</sup> meeting, public comment was opened to accommodate the number of advocates who attending.

During public comment a representative from the Choir Partners Group spoke on behalf of a FTE reduction to the choir teacher and stressed importance of continuing the program at the middle school level to continue growth at the high school level.

Andrew Elliott, 2007 graduate of SHHS, spoke on the proposed one period reduction to the metals teacher. Mr. Elliott shared his favorable experience in the program that bettered him after graduation and advocated for full retention of the program.

Michael Bailey graduate 2009 spoke in favor of not reducing the metals/manufacturing program. The education and training he received in the program assisted him with finding a career for himself after graduating with no plans to attend college.

Keith Meeuwsen spoke on behalf of teachers and recommended reducing an administrative position at the high school to split between L&C and the middle school instead of adding an additional administrator.

**Upcoming Meeting Dates and Times**

Casie reviewed the upcoming meetings. The next meetings will be held at SHHS in the Loo Wit Room on May 24<sup>th</sup> and will include public comment.

**Budget Committee Input**

The Budget Committee was asked to forward questions to Casie on or before Monday for forwarding to district office. The responses will be provided to the Committee at the May 24<sup>th</sup> meeting.

**Adjournment**

The meeting adjourned at 8:00 p.m.

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Budget Committee Chair

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Budget Committee Secretary