

**MINUTES OF THE BUDGET COMMITTEE MEETING  
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 19, 2010.

**Present Were:**

Carol Ford, Budget Committee Chair  
Nathan Helwig, Budget Committee Member  
Adam Sommers, Budget Committee Member  
Patrick Loupin, Budget Committee Member  
Sally Norbom, Budget Committee Member  
Jana Mann, Budget Committee Member  
Patricia Adams, Superintendent  
Terri Burns, Director of Operations & Finance  
Amanda Stuber, Executive Assistant

Carol Fold called the meeting to order at 6:35 p.m. and led the flag salute.

**INTRODUCTION OF BUDGET COMMITTEE MEMBERS**

Introductions of all budget committee members were conducted and each member provided a brief explanation of their finance experience and history with the district.

**ELECTION OF 2009-10 BUDGET COMMITTEE VICE CHAIR**

Patrick Loupin nominated Jana Mann as budget committee vice chair. Nathan Helwig seconded.

Jana Mann nominated Patrick Loupin as budget committee vice chair. Sally Norbom seconded. Mr. Loupin expressed a concern with serving as the vice chair because of travel conflicts during the next two meetings. Mr. Loupin also expressed a desire to see a more experienced committee member serve as vice chair.

The approval of the nomination for Patrick Loupin as budget committee vice chair was voted in favor of by Jana Mann. No other committee members voted.

The nomination for Jana Mann to serve as budget committee vice chair passed as follows: Adam Sommers, yes; Patrick Loupin, yes; Sally Norbom, yes; Nathan Helwig; yes; Carol Ford, yes; Jana Mann, no.

**PRESENTATION OF 2010-11 K-12 BUDGET PRIORITIES, BUDGET MESSAGE AND BUDGET**

Superintendent Patricia Adams presented the 2010-11 Budget Message. The district has much to celebrate in student achievement gains. This means staff is of high quality and resilient. The 2010 -2011 budget is again severely impacted by an economic recession that challenges the district's commitment, belief, and ability to achieve the district

mission and goals. Although the reductions to the 2010-11 budget are not as great as they were last year, the district will continue to operate at a reduced level.

The 2010-11 budget priorities were identified by staff and site councils then recommended by the administrative team. These priorities include an increase in counseling staff, math and science teachers, technology labs and assistants, and facility improvements. The proposed 2010-11 budget is based on a \$5.98 billion ODE State School Fund estimate, however, because of \$1.3 million in increased costs, the proposed 2010-11 budget includes reductions in the amount of \$1,317,920 as follows:

- Licensed positions – 6.74 FTE which equates to \$404,400;
- Classified positions – 5.34 FTE which equates to \$213,520;
- Administrative costs – 1.0 FTE (.5 district office and .5 through administrative reorganization) which equates to \$110,000; and
- Other general fund costs in the amount of \$600,000.

#### **REVIEW AND SUMMARY OF 2010-11 BUDGET**

Terri Burns shared a presentation on the recession and its impact on the Oregon economy that reflects 228,342 unemployed Oregon workers and a 75% decline in housing. Economists are projecting a slow recovery in Oregon and estimate a slow recovery. The State outlook expects a tight fiscal squeeze on public service for several years even if the economy enters a sustained recovery. The aging population and outdated tax structure means Oregon is expected to face a mounting structural deficit. Beyond 2010-11 the unfunded PERS liability will increase \$900,000 per year in the 2011-13 biennium, the district is declining to a flat enrollment, the state funding is uncertain, and health care costs are unknown.

Terri reminded the committee they are required to adopt a balanced budget by June 30 then provided an explanation of budget book layouts.

Mr. Loupin requested the entire committee be included in e-mail questions to assist with facilitating the process and requested a summary of the accounts.

Terri agreed to send answers to the entire committee and brought attention to appendix C and the chart of accounts.

Mr. Loupin questioned staff involvement in the process.

Superintendent Adams explained principals met with staff and site councils for two weeks in February and then provided her with their priorities. The licensed and classified association representatives have been met with and they too have shared a list of possible reductions.

#### **COMMITTEE DISCUSSION ON PROPOSED 2010-11 BUDGET**

Mrs. Ford questioned Board discussion on budget priorities. Mr. Helwig explained the Board priorities are the same as last year. A copy of the 2009-2014 Blueprint for Success

was provided to each budget committee member and Patricia shared preliminary testing results that shows the district making gains despite the already large class sizes that will increase again next year. A copy of the current and projected enrollment will be forwarded to the committee.

Mr. Loupin requested a copy of the OSBA presentation given to the budget committee during a work session last year. The information was noted as being very helpful with the role of budget committee members. This will be forwarded to the committee.

The use of volunteers in the schools was questioned and discussed. The district has a high number of approved volunteers but there are some jobs in the schools that volunteers can not do. The middle school is in need of volunteers during the lunch hours for lunch time supervision.

Mr. Sommers questioned the budgeted full day kindergarten that was not addressed in the budget message. Superintendent Adams explained full day kindergarten is not in the General Fund and the budget message only addresses the General Fund. Full day kindergarten will be refunded through family paid tuition.

Mrs. Norbom questioned the increase in the emotionally disturbed services budget.

Jeri Deady explained the district has had an increase in this area of services.

Mr. Sommers questioned what is included in the Office of the Principal budget.

Mrs. Burns explained it depends on the building. This budget will often include supplies for the entire building, secretarial staff, capital outlay money, and funding for the principals salary.

#### **UPCOMING MEETING DATES**

Upcoming meeting dates reviewed include June 2, June 16 and June 21 with budget adoption by the Board at the June 24 Board Meeting.

Mrs. Ford reminded the committee to forward their questions to Terri for answering.

The meeting adjourned at 7:55 p.m.

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Budget Committee Chair

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Budget Committee Secretary