



Highline Public Schools Board Action Report

DATE: May 16, 2024

FROM: Dr. Ivan Duran, Superintendent

LEAD STAFF: Jackie Bryan, Chief Financial Officer

For Introduction: 6/5/2024 For Action:6/17/2024

I. TITLE Resolution 09-24 Fixing and Adopting 2024-25 Budget

Select one: [ ] New Item [ ] Renewed Item [X] Annual Item [ ] Revised Item

II. WHY BOARD ACTION IS NECESSARY

WAC 392-123-054 requires that the Board of Directors of every school district meet for the purpose of fixing and adopting the budget of the district for the ensuing fiscal year.

III. BACKGROUND INFORMATION

Board approval of the budget is necessary to allow continued operation of schools, educational support programs, and administrative functions. These budgets reflect many months of collaborative work across the district involving Board Directors, staff, students, and the broader Highline community. Individual Board Directors were given the opportunity to engage in budget updates three times throughout the year. A Budget Board Work Sessions was conducted in March and a second Work Session and Public Hearing in June. A series of three meetings were held with various stakeholder groups throughout the year. Groups included the Superintendent Student Leadership Team (October, April, and May), Family Action Committee (December, April, June) and Superintendent Advisory Leadership Team (February, April, May). Resource Alignment training was conducted in January and individual school Resource Alignment meetings were held in March.

Each school and department had a series of meetings focused on their current year budget, goals for next year, and proposed 2024-25 budget plan. The budget team synthesized the outcomes of these meetings into the overall 2024-25 district budget and four-year budget plan. These collective efforts ensure the budget aligns with the needs, priorities, and strategic goals of the district.

IV. RECOMMENDED MOTION

I move that the Highline School Board adopt resolution 09-24 to fix and adopt the 2024-25 budget.

V. FISCAL IMPACT/REVENUE SOURCE

Fiscal impact to this action will be to authorize 2024-25 expenditures up to \$404,641,275 (General Fund), \$249,537,507 (Capital Projects Fund), \$58,000,000 (Debt Services Fund) \$5,633,530 (Transportation Vehicle Fund), \$1,290,790 (Associated Student Body Fund).

The revenue source for this motion is multiple sources including federal, state, local, and grant funds.

Expenditure: [ ] One-time [X] Annual

## **VI. APPLICABLE POLICY(S)**

This action is in compliance with the following:

[Board Policy 6000](#), [6010](#), [6020](#)

## **VII. ALTERNATIVES**

Without a fixed and adopted budget, all district activity would be unauthorized, and operations would cease as of August 31, 2024.

## **VIII. COMMUNITY ENGAGEMENT**

Community Engagement Required:  Yes  No

A series of three meetings were held with various groups throughout the year to collect feedback from students, staff, and community. Those groups include:

Superintendent Student Leadership Team

Family Action Committee

Superintendent Advisory Leadership Team

Capital Facilities Advisory Committee

Budget Board Work Sessions occurred on March 6th, 2024, and June 5, 2024.

A public hearing is scheduled for June 5, 2024. This was advertised by public notice in the Seattle Times on May 22, 2024, and May 29, 2024, and was available online throughout the entirety of those two weeks.

## **IX. ATTACHMENTS**

Resolution 09-24

Complete Budget Book ([published online](#))

F195 ([published online](#))

F195F ([published online](#))

**HIGHLINE SCHOOL DISTRICT NO. 401**

**RESOLUTION NO. 09-24**  
**Resolution of Fixing and Adopting the Budget**

The Board of Directors (the "Board") of Highline School District No. 401, King County Washington (the "District") hereby makes the following findings and determinations:

WHEREAS, WAC 392-123-054 requires that the board of directors of every school district meet for the purpose of fixing and adopting the budget of the district for the ensuing fiscal year.

WHEREAS, a public notice was published announcing that on June 17, 2024, the Board of Directors of Highline School District No. 401, King County, Washington, would meet in a public meeting for the purpose of fixing and adopting the 2024-25 Fiscal Budget of the district, the four-year budget plan summary, and the four-year enrollment projection; and

NOW, THEREFORE: BE IT RESOLVED the Board of Directors of Highline School District No. 401, King County, Washington, has determined that the final appropriation level of expenditures for each fund in school year 2024-25 will be as follows:

	<u>APPROPRIATION LEVEL</u>
A. General Fund	\$404,641,275
B. Associated Student Body Fund	\$1,290,790
C. Debt Service Fund	\$58,000,000
D. Capital Projects Fund	\$249,537,507
E. Transportation Vehicle Fund	\$5,633,530

ADOPTED this 17th day of June 2024.

HIGHLINE SCHOOL DISTRICT NO. 401

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Board of Directors

I, Ivan Duran, Secretary to the Board of Directors of Highline School District No. 401, do hereby certify that the above is a true and accurate copy of Resolution No. 09-24 for the use and purpose intended.

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Ivan Duran, Ed.D Secretary to the Board