

BUDGET HEARING MINUTES

A Business Meeting of the Springfield School District No. 19 Board of Education was held on February 27, 2025.

I). **Welcome & Introductions**

Todd Hamilton

Superintendent Todd Hamilton welcomed all those present.

Budget Committee members and district staff in attendance were Nancy Cameron, Nicole De Graff, Hollea Puzio, Superintendent Todd Hamilton, Brett Yancey, Joan Bolls, Jeff Michna, Whitney McKinley, David Collins, Andrea Wallace, Demian Laudati, Melissa Stalder, Brenda Holt, Laura Fowler, Troy Barnhart, and Jonathan Gault.

II). **2024 - 2025 Enrollment Update**

Brett Yancey

The presentation began with a discussion on projected and actual enrollment numbers for the current year, while highlighting the accuracy of the projections.

- **Prior Year Compared to Current Year**
 - Enrollment projections for the current year were accurate, with a 29-student variance.
 - Over time the District is about 2000 less from its high-water mark, but consistent to what is seen in other areas of the state. This has been attributed to the consistent decline in birth rates over time in our area.
 - Elementary and High School enrollment is down, reflecting lower birth rates. Middle School remains flat.
 - From September 30th of last year to September 30th of this year, the District overall is down about 200 students.
- **Enrollment -vs- Functional Capacity**
 - Functional Capacity for schools is 1500 students, with the district at 76%.
 - Functional Capacity represents the ideal enrollment for each school to maximize instructional programs and classroom sizes.
 - Statewide enrollment is about 30,000 below what it was pre-COVID.
 - High school graduating classes are being replaced with lower incoming kindergarten and primary classes.
 - The District is currently below (at about 36%) functional capacity in all schools except Thurston Middle School.
- **Impact of Revenue and Future Funding**

- The District receives funding based upon the higher of two, Average Daily Memberships Weighted, (ADMW) which takes the enrollment numbers into consideration, in addition to student characteristics like IEPs and poverty status.
 - One of the challenges Oregon faces is the identification and qualification of students in Individual Education Programs (IEP), which are capped at identifying only 11, meaning the District must make concessions in other areas of the budget.
- Enrollment and ADW Summary
 - An increase of charter school enrollment led to an increase in flow-through (\$520,000) payment to the District.
 - The State is hopeful for increased funding for Special Education students, as current funding is insufficient.

III). 2024 - 2025 Budget Summary

Brett Yancey

- Current Year Increases/Decreases
 - Budget adjustments for the current year included increased staffing and collective bargaining agreements. This led to a near \$6.9 million increase to the budget. (\$3,573,464)
 - Lane ESD Life Skills Budget - \$963,331.
 - The Co-Curricular Budget increased due to transportation and stipend costs tied to collective bargaining agreements.
 - The District's debt service payment (\$461,446) for the Turf Field Project was offset from existing general funds.
 - \$450,000 contingency funds were increased from the 23-24 Supplemental Budget.
 - Property and Casualty Insurance (\$343,992) increased due to being tied to national and international trends.
 - The Software Agreement increased \$180,000.
 - Increased utilities.
 - Decreased insurance assessment for medical insurance.
 - The annual Technology and Instructional Materials Contribution decreased from a million to \$800,000.
 - Total District increases \$6,899,204.
 - Total District decreases were about \$2.6 million.
- General Fund Reserves Update
 - Including both increases and decreases, the District still saw an increase of about \$4 million to the overall budget.
 - Careful management of one-time revenue sources was highlighted, noting they should be used for one-time expenses.
 - As seen consistently over the years, the District is intentional about rebuilding the reserves. It is projected that those will be spent down this year.
 - The District aims to maintain a reserve level of 5% - 15% of revenue and is currently somewhere in the 8% - 13% range. According to the Government Finance Office Association, best practices suggest between 8% - 13%.

- The District experienced financial downgrades during the recession, affecting its financial strength rating, however the ending fund balance is projected to be healthy, at around 13% - 14%.

IV). Technology Fund Update

Jeff Michna

An overview of the District's technology replacement and infrastructure, including the One-to-One Electronic Device Program for students and staff was provided by Technology Director, Jeff Michna.

- There are about 7,600 Chromebooks and 1,300 iPads for students, with additional devices in CTE labs. Damaged devices are cleaned, repaired and reissued.
- There are about 700 District certified staff, and the Technology Fund is used to maintain and replace devices for both students and staff as needed.
- \$800,000 will be pulled from the Technology Fund for device replenishment. Monies were saved and ESSER funds leveraged over the past few years to build up the Technology Fund for this purpose.
- Next year there will be an increase in purchases and replacement devices of Chromebooks, which will continue over the next few years.
- A variability in replacement costs was planned for, through an annual increase built into the budget.
- The District has 318 network closets, 850 wireless access points, and 600 classroom projection systems. 360 of those projection systems have been replaced.
- An annual budget of \$1.2 million over five years was highlighted, with a focus on kindergarten iPads, student labs, and CTE spacers.
- The Technology Fund balance is \$5.5 million, including a long-term student device maintenance plan established through the year 2029.
- The Technology Department has 14 people and leverages educational technology leaders from the pool of certified staff, to serve as frontline support.
- Financial management and strategic planning for future technology needs and to maintain stability in technology replacements was highlighted.

Upcoming Projects

- Wireless access point upgrades
- Modernize school phone systems
- Continued replacements of 600 projection systems, beginning with Maple and Thurston Elementary.
- Classroom charging stations

Bus Fleet Replacement Fund

- The funding process for the Technology Replacement Cycle is comparable to that used for the Transportation Replacement Fund.
- Jeff Michna and the Technology Team have been thinking long-term about the replacement cycle, allowing for fund transfers, even if minimally will maintain stability moving forward.

V). Curriculum & Instructional Materials Update

Whitney McKinley

The instructional materials process was covered, with an emphasis on alignment with state standards, equity and teacher support. The State's transition to new instructional standards and the District's Multi-Year Transition Plan ensure students receive necessary skills. The State process for approving high-quality instructional materials, including alignment with state expectations and district policies is similar to the process used by the District to ensure materials meet state expectations and district policies.

Topics:

- The criteria for high-quality instructional materials, supplemental materials and equipment was outlined, including differentiation, teacher support, and data-informed assessments.
- Through the State process, a committee reviews material and makes recommendations to the Oregon Department of Education (ODE).
- The State and the District each have committees to review materials and make recommendations.
- The State's role in recommending changes and the District's Multi-Year Transition Plan was discussed.
- The District updates curriculum maps and includes training teams to evaluate materials.
- Current recommendations include health materials for K-12 and high school science materials.
- Upcoming reviews will cover social sciences, world languages arts, and physical education, with a five to seven-year cycle for content areas.
- English Language Arts is the most expensive content area for instructional materials, followed by math and social sciences.
- To stabilize the budget the District strategically transferred funds into the Instructional Materials Fund.
- The importance of professional development, the need for accurate information and strategic decision-making in budget planning was stressed.

VI). Discussion/Questions/Clarifications/Requests

Committee Members

Topics:

- The Board questioned the transition between the old and new standards, including the major shift to Common Core standards.
- The District's multi-year bridge period to roll out changes and minor adjustments while working with staff and students was discussed.
- The possible need for teachers to cover additional content during transition periods in order to meet student needs.
- The importance of building an action plan and timeline for transition periods, to ensure smooth implementations was discussed.
- The consistency of instructional material costs.
- Concern regarding accurate policy representation.
- An outline of the District's strategic decisions to manage budget pressures and maintain sustainability was presented.
- The upcoming State School Fund estimate and the importance of tracking state and federal developments.
- The state's provision for large adoptions allows funds to be saved during less expensive years.

- Professional development costs, covered from other funds through the Instructional department.

March Meeting Topics

- 2025-26 Enrollment Projections Presentation
- Revenue Projections
- Budget Parameters
- Presentations from Legislators and Budget Projections

Brett Yancey announced the passing of long-time Budget Committee member John Svoboda, noting the importance of recognizing him and remembering all that he did for the kids, as well as for the District.

VII). Adjournment

Todd Hamilton

Having no further business to conduct, Superintendent Hamilton adjourned the meeting at 7:19 p.m.

(Minutes recorded by Trenay Ryan, LCOG)