



APPROVAL OF BUDGET MEETING MINUTES

POLICY ISSUE / SITUATION

Enclosed are the minutes for:

- May 2, 2016 Budget Meeting

RECOMMENDATION:

(16-688) BE IT RESOLVED that the minutes of the May 2, 2016 Budget Meeting are hereby approved.

District Goal: WE empower all students to achieve post-high school success.

The Beaverton School District recognizes the diversity and worth of all individuals and groups. It is the policy of the Beaverton School District that there will be no discrimination or harassment of individuals or groups based on race, color, religion, gender, sexual orientation, gender identity, gender expression, national origin, marital status, age, veterans' status, genetic information or disability in any educational programs, activities or employment.

**Board Members Present:**

Susan Greenberg
Anne Bryan
Eric Simpson
Donna Tyner
LeeAnn Larsen
Becky Tymchuk
Linda Degman

Budget Committee Members Present:

Tim Garey
John Ng
J Rain
Cindy Owen
Denise Petterborg
Heidi Edwards
Evelyn Brzezinski

District Administration Members Present:

Jeff Rose, Superintendent
Ron Porterfield, Deputy Superintendent
Claire Hertz, Chief Financial Officer
Sue Robertson, Chief Human Resource Officer
Steve Langford, Chief Information Officer
Maureen Wheeler, Public Communication Officer
David Williams, Administrator for Government Relations

Ginny Hansmann, Chief Academic Officer
Jason Guchereau, Finance Manager
Gayellyn Jacobson, Administrator for Fiscal Services
Linda Hanson, Senior Budget Accountant
Marcie Davis, Recording Secretary

I. Welcome and Opening Remarks

**Evelyn Brzezinski &
Jeff Rose**

Budget Committee Chair, Evelyn Brzezinski (“Brzezinski”), called the meeting to order at 6:37 PM.

Superintendent Jeff Rose (“Superintendent Rose”) read all of the Questions and Responses to get the perspective of the community and committee. This year the Beaverton School District (the “District”) started the Budget process nine to ten months ago with a multiyear finance plan. The District is thinking of the Budget process differently. It is a year long process that has become more transparent. Leading and learning layers of improvement. It’s very apparent there is a great deal of attention and care in this step-by-step process.

Thank you to the Board for honing in on the District’s priorities. Thank you to the Budget Committee (“Committee”) for their ongoing time.

II. Approval of Minutes from the April 18, 2016

Evelyn Brzezinski

Brzezinski asked for any changes to the minutes from April 18, 2016. None were requested. Motion to approve the minutes by Board Member LeeAnn Larsen (“Larsen”), seconded by Budget Committee Member J Rain (“Rain”). The motion was unanimously approved.

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The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting. Please contact Community Involvement Office at 503-591-4360.

III. Budget Update

Claire Hertz

Questions (“Q”) or Comments (“C”) from the Budget Committee/Answers (“A”) from Staff:

Chief Financial Officer Claire Hertz (“Hertz”) provided a budget summary sheet covering the adjustments to revenue and expenditures in the General Fund, as well as a change in the Nutrition Services (“NS”) fund. It was also broken down by appropriation fund level.

Q: Brzezinski: In reviewing the adjustments to State School Fund (“SSF”), it looks like fewer dollars than the District initially proposed. Please clarify.

A: Hertz: The adjustment is moving budgeted revenue from SSF and into Beginning Fund Balance. We had estimated an adjustment would occur in 2016-17, but we are going to receive those funds in 2015-16. The change overall is about \$500,000.

Q: Brzezinski: Is this a normal amount of changes?

A: Hertz: There are fewer changes this year.

Q: Budget Committee Member John Ng (“Ng”): Can you please explain, line by line, the increase in allocations?

A: Hertz:

1. Contingency must be five percent of revenue.
2. Questions about NS prompted a correction. Initially there wasn’t enough money budgeted for food purchases, so moved from NS contingencies.
3. There was an increase in SSF, which was added to classroom teachers.
4. The free and reduced lunch program at PCC will receive \$15,000. This is a new expense.
5. The Bond Accountability Committee requested an additional community mailing.
6. This line is a coding adjustment to comply with state guidelines.

IV. Budget Committee Final Comments

Evelyn Brzezinski

Questions (“Q”) or Comments (“C”) from the Budget Committee/Answers (“A”) from Staff:

C: Board Member Susan Greenberg (“Greenberg”): Thanked the Internal Budget Team (“IBT”) for their hard work. She was grateful for the smooth process this year.

C: Budget Committee Member Tim Garey (“Garey”): Expressed appreciation for all the hard work. Garey has been on the Committee for three years, and expressed there is so much to learn. Thankful for adding programs for students rather than removing programs.

C: Rain: As a new member to the Budget Committee, Rain was surprised at how smooth the process was. Rain was impressed with the quality of the proposed budget.

Q: Board Member Becky Tymchuk (“Tymchuk”): Asked for explanation of the process for public comment. Is there a way to incorporate public comment into the Budget?

C: Brzezinski: In her experience, public comment was translated in the manner of adding the requested programs later in the year. There were times when the Committee couldn’t add the positions at the time of the proposed Budget, however, when school started, there was enough money to add the programs at that time.

A: Hertz: Initially the District submits a balanced Budget. If programs or positions are added, then the District would need to give something up or find more revenue to re-balance. The Committee is working at the appropriation level. The Committee doesn’t determine which programs are added. This year, the process started earlier, asking for input for a whole year.

One concern to adding programs from testimony is that the District would have to evaluate if it meets the strategic plan. There are also people who can’t come to testify. The priorities are heard in multiple ways and the District works on this all year long to focus on the long-term strategic plan and allocating resources to support it.

C: Larsen: Thanked the Committee. Great to have increasing funds, as well as to fund the rainy day fund. Larsen appreciated the emphasis on class size reductions and will continue to work towards smaller classes.

Q: Budget Committee Member Heidi Edwards (“Edwards”): Appreciated the Listening and Learning Sessions; however, surprised at the lack of attendance. Asked if there should be more Listening and Learning Sessions next year.

A: Hertz: In previous years there was one Listening and Learning Session in each school zone. They have also been performed in multiple languages. Decided not to repeat that process, due to lack of attendance. Participation is generally smaller when adding programs, rather than removing programs.

C: Superintendent Rose: Agreed with comments from Hertz. Receiving input earlier in the process is very helpful. Every year the District tries to get more input and investment earlier in the year. Part of it is habit – people aren’t used to talking about Budget until the end of the school year. We need to change the habit and continue to engage early.

C: Edwards: Would like to be more active in the community to get that feedback.

C: Budget Committee Member Cindy Owen (“Owen”): Recommended the new members go to the schools in their zone to introduce themselves to the principals. Let them know you are interested in hearing what their needs are. Some of this input and feedback can be overwhelming; however, when reviewing the Budget, it helped her become familiar with the line items and drill down into the concerns.

C: Board Member Donna Tyner (“Tyner”): Parent groups are also a good source for getting input and advocacy. Encourage them to participate in the process as well as reaching out to their community for input and participation.

C: Ng: Appreciates the investment in the future of the students. Thinking about the first meeting and going through the multi-year plan, three priorities and seven investment areas has really helped him understand the

key priorities as a Budget Committee Member. The new committee member orientation was also very helpful.

C: Tyner: Thanked and commended the Committee for all the hard work and giving a clear picture of where the funds were going. Pleasure to serve the Beaverton School District and will miss Superintendent Rose at these meetings in the future.

C: Board Member Anne Bryan (“Bryan”): Very well done this year. The IBT, School Board and Budget Committee worked very well together. Excited to see a start on metrics. This is an exciting piece to unravel and make adjustments. She is very grateful for the multiyear finance plan. The District has a roadmap now. This roadmap will guide the District for many years and will allow for adjustments. Pleased to make progress on class size reductions; however, not satisfied.

Bryan expressed gratitude to the community and the Budget and School Board Members for their time. Investment reports were very clear and very helpful. Each year this process gets better and better. The Budget document was very clear and helpful. Everyone has a common goal of looking for the best needs of the students. Thank you.

C: Board Member Linda Degman (“Degman”): Expressed thanks to the teams. Excited to see the work and investments made are paying off. Good to have a roadmap rather than changing directions along the way. The process is better every year.

C: Owen: Agree that the Committee can’t adjust programs that aren’t measured. Changes that have occurred have put us on a roadmap going forward. The budget fits in with the requirements of the strategic plan and the process is easier as a committee member. IBT gets the information to the Committee in a timely manner and in a way they can understand. This has been the best year yet.

Q: Brzezinski: Two questions for the Committee:

1. If there is more money next year where would you like to see it go?
2. If cuts had to be made, what is the last thing you would want to see cut?

C: Hertz: Reminded the Committee that PERS will be a very big commitment next year, and it is not likely the District will have extra resources.

A: Brzezinski: Additions: If the District had additional money for programs, it should go to the AVID program for all qualified students.

Cuts: If cuts had to be made, Brzezinski wouldn’t want to take away any of the promised investments to Aloha High School.

A: Tymchuk: Additions: This leads into the Oregon Rising presentation. It’s so important to give students a reason to stay in school. Tymchuk believes more CTE programs or extracurricular activities, such as sports, band and theater are programs to help keep students in school.

Cuts: No more cuts to instructional time.

A: Larsen: Additions: Dreaming to add instructional days to the state school calendar. Top priorities are instructional time and class size reductions.

A: Greenberg: Additions: Would like to add instruction days to the calendar and more art to curriculum. It's important for all children to have art literacy.

A: Tyner: Additions: Expressed that she ran for school board in order to work toward reducing class size, because of the importance of the one-on-one relationship with teacher and student. It gives resources and confidence to the student to excel.

Cuts: This would be driven by the amount of money that needed to be cut.

A: Rain: Additions: Instructional time. It's a disgrace that Oregon is ranked so low in the country for instructional time. Also facilities. It's so important to stay on top of maintenance in the facilities. Rain was very impressed with the student testimony from Aloha.

Cuts: Would not cut funding to Facilities or Maintenance.

A: Edwards: Additions: Arts education. Not necessarily art literacy but art programs. Appalling to know how little Beaverton School District students experience art. Music and CTE opportunities are also a priority as well as the partnership with PCC.

A: Budget Committee Member Denise Petterborg ("Petterborg"): Additions: Larger support programs for children of color to not let them fall behind. Not just for the teachers, but for everyone that comes into contact with the students. Music is also a huge part of a learning life. It is sad that elementary students only have a part time music program.

Cuts: No more cuts to art programs.

A: Garey: Additions: Expressed the need to have PE more than once every 5-6 days. Agrees with Rain on the facilities and maintenance. Hoping to help the facilities at Aloha.

A: Bryan: Additions: Opportunities for dual programs, CTE and support for programs to keep kids in school. Need more social workers to support students and their families.

A: Owen: Additions: Social workers. Would like to see access to social workers and counselors in each middle and high school. This would allow the teachers to teach and administrators to administrate. Also more conferences: spend time working with kids whose parents work 3-4 jobs at a time and can't help students with homework in the evening. It would give the District an edge on instructional time. Lastly, we have to support facilities and maintenance to take care of the buildings

A: Degman: Additions: Equality throughout the schools, not just equity. Would like to see the same level of education and options, resources and opportunities no matter what school the kids go to.

C: Brzezinski: All of this information goes to IBT and Finance staff. Wanted to give the Committee an opportunity to share what is important to you as a committee member.

V. Approval of Budget and Tax Levies

Evelyn Brzezinski

Owen moved to approve the motion and it was seconded by **Tyner**:

The Beaverton School District Budget Committee moves that the Beaverton School District Budget in the aggregate amount of \$999,075,624, for all funds, for 2016-17 be approved and that the permanent tax rate of \$4.6930 per \$1,000 of assessed value be assessed in support of the General Fund.

I further move that a local option tax rate of \$1.25 per \$1,000 of assessed value be assessed in support of the General Fund.

I further move that a tax of \$54,669,079 be approved for the service of bonded debt obligations of the School District.

No further discussion on the motion. Motion was voted on and passed unanimously.

VI. Budget Process Debrief:

Evelyn Brzezinski

Brzezinski asked the Committee to get into groups and spend time discussing the following:

- **What went well?**
- **Are there areas for improvement?**

Ng: Went well: Staff report investments.

Larsen: Improvement: Authentic community input. Add Listening and Learning session in January or February. Communicate to community members that the testimony provided at a School Board meeting would be most helpful at Budget meetings. Potential idea of an interactive Listening and Learning session.

Greenberg: Went well: Investment reports gave perspective of where the District is going and where they have been. Improvement: More community forums at schools.

Rain: Went well: Materials were very well done. Also training sessions and webinars were very helpful for new members. Improvements; Wants earlier involvement and sense of urgency to bring communication from the community in from Listening and Learning sessions. Hoping the community will fight for what they believe in.

Tymchuk: Went well: Transparency in the materials. Improvements: Would like to balance the need of testimony and needs of the students and teachers. It's also helpful to get staff feedback with the reality of the needs being requested.

Owen: Went well: Investment reports and google docs method. Curious if this gave staff a sufficient amount of time to get questions answered. Improvements: Half of the Committee is new this year, it would

be great to have an introduction to the Committee for next year to discuss priorities, meeting planning, etc. before the first formal Budget meeting. This concept will also will help support new members.

VII. Oregon Rising

**Maureen Wheeler &
David Williams**

Maureen Wheeler and David Williams shared a presentation on the Oregon Rising initiative.

VIII. Closing Remarks

**Evelyn Brzezinski
Jeff Rose**

Bryan: Mentioned the opportunity to get involved in the Superintendent search and meet with the search firm. Other opportunities to get involved are Tuesday (5/3/16) at Beaverton High School 6:30-8pm in cafeteria and Wednesday (5/4/16) at Five Oaks from 6:30-8pm. A survey link will be emailed to the Committee members.

Brzezinski: Thank you to the staff. Please convey thanks and appreciation of responsiveness to questions. Thank you to the new Committee members, School Board and Budget Committee members for their participation.

Everyone will miss Superintendent Rose, as he is a huge asset to the District.

Superintendent Rose: Appreciated the feedback and explained an immediate plan of action for the next Budget season. The District takes it very seriously and will plan for improvement immediately following this meeting.

K-12 education is very complicated and shows through the Budget and through the District’s strategic plan.

The first Budget meeting Superintendent Rose attended, there were hundreds of positions being cut in order to balance the Budget. The community has rebounded and committed to the effort of improvement. Creating a tight Budget around the strategic plan has been extremely hard work. Superintendent Rose is extremely proud of the Beaverton School District and the Budget.

Brzezinski: Final approval and a formal hearing process will be at the School Board meeting on June 13th, 2016. It will be a public hearing. All Budget Committee members and the community are welcome.

Budget Meeting adjourned at 8:46 p.m.

Evelyn Brzezinski
Budget Committee Chair

Marcie Davis
Recording Secretary