

BUDGET COMMITTEE WORKSHOP  
BEAVERTON SCHOOL DISTRICT 48  
BEAVERTON SCHOOL DISTRICT ADMINISTRATION CENTER

Budget Committee Workshop

February 22, 2011

The Budget Committee of the Beaverton School District conducted a Budget Workshop at the Administration Center on February 22, 2011 at 6:30 p.m.

Board Members Present:

Karen Cunningham  
Tom Quillin  
Mary VanderWeele  
Sarah Smith  
LeeAnn Larsen  
Jeff Hicks  
Lisa Shultz

Budget Committee Members Present:

Brett Baker  
Dave Bouchard  
Carrie Anderson  
Carmin Ruiz  
John Burns  
Cheri McDevitt  
Cameron Irtifa

District Administration Members Present:

Jerome Colonna	Superintendent
Carl Mead	Deputy 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
Holly Lekas	Level Administrator
Brenda Lewis	Level Administrator
Barbara Evans	Level Administrator
Vicki Lukich	Level Administrator
Dick Steinbrugge	Executive Administrator for Facilities
Robin Kobrowski	Administrator for Assessment and Curriculum
Jon Bridges	Administrator for Accountability
Andre Schellhaas	Finance Manager
Gayellyn Jacobson	Budget Manager
Jessica Ho	Senior Budget Accountant
Mary Jean Katz	Principal
Shirley Brock	Principal
Ken Yarnell	Principal
Steve Day	Principal
John Metcalf	Classified Staff
Guy Weisenbach	Classified Staff
Terry Nolan	Certified Staff
Ari Cosey	Certified Staff

Visitors: 16

Media: 1

Welcome and Opening Remarks

Tom Quillin  
Jerry Colonna

Chair Tom Quillin welcomed everyone and reviewed the agenda.

- Budget Committee Plans and Process
  - Strategic Plan Initiatives

- School Budgets
- Elect Chair and Vice Chair
- Approval of Minutes from January 18, 2011 Workshop
- Set Agenda for Next Workshop-March 15
- Closing Remarks

He reviewed the six items in the meeting packet:

- Working agreements
- Strategic plan, School initiatives and Scorecard
- School Budget Information
- Minutes from the last meeting
- Evidence Based Budgeting Report
- Input from Staff and Community

Quillin explained this is the first budget workshop in the new format. Public testimony will not be heard during workshops and meetings, and will be heard at two listening sessions.

Quillin stated the agenda is laid out so discussion items come first and would like the Committee to view the items as an augmentation of the workshop that they participated in October. The action items then come at the end.

Superintendent Colonna wanted to remind the committee that the district is not operating in isolation. There are state, national and international effects that we must deal with and the District must focus on the whole as well as the individual issues during the budget process.

The Superintendent summarized some of the issues facing the world that affect us at an individual level.

He read the list of budget priorities coming forward at the federal level and explained there is a paring down of programs from thirteen to eleven. The list of priorities starting with the least amount of funding are:

- Education is only 1.9% of total federal budget
- Food stamps
- Unemployment
- Transportation
- Civilian military retirement
- Veteran benefits
- Net interest on debt
- Medicaid at 7.2%
- Medicare at 13.2%
- Defense 19.8%
- Social Security 20.6%

The Superintendent explained the committee needs to keep a five year funding plan in mind due to the restricted economic recovery.

The current state funding is projected to be a \$5.6 billion level. Superintendent Colonna's recommendation was for the District to use 49.5% of revenue in the first year of the biennium. This would help the District bring the total deficit down to \$32.8 million.

The District has created a list of 41 items of potential budget reductions which comes

to \$46.8 million with 50% of those cuts being sustainable. Colonna shared a list of items the Internal Budget Committee is looking into to save costs:

- A new District student transfer policy / 1-1 exchange with other districts
- Contingency plan below the School Board rate of 5%
- Number of days cut overall
- Fund transfers within the system
- Class size increase
- Restructure departments
- Rethinking instructional materials
- Hiring freeze

## Budget Committee Plans and Process

Tom Quillin

Chair Tom Quillin thanked the Committee for their work now and in the future, summarized the Budget Committee's past achievements and explained how this year will be different from years past. He hoped the discussion tonight would clarify the role of the Budget Committee and everyone would leave with a consensus of what the role is.

Quillin explained the challenges of the Budget Committee this year as too little time, too little money and too much data. He summarized the budget timeline, and how the real budget committee work begins on April 12<sup>th</sup>. Before then the Committee would operate in workshop mode and prepare for the proposed budget on April 12<sup>th</sup>. Quillin shared his role as Budget Committee Chair to focus each workshop on a specific topic. This night's topic is the role of the Budget Committee. The next meeting on March 15<sup>th</sup> will focus on Teaching and Learning, Operations and reviewing the proposed budget reduction list. He proposed the Committee focus on priorities, strategic alignment and to improve the public dialogue by describing the proposed budget actions in terms of support for the Strategic Plan.

Discussion continued with various committee members weighing in on Budget Committee role and listening to the community.

Members of the committee thanked Quillin for his work and felt this was a positive next step. They stressed the importance of allocating resources, not only to the Strategic Plan but the need to focus on legal requirements and board policies as well.

The question was raised on how the Committee can respond to questions from the community? It was suggested they reply with an answer in terms of the District Strategic plan explaining the District's values and goal as a rationale for budget decisions. The focus would be on budget and strategic priorities. There was a sense it has changed over several years. The focus had been on specific cuts in isolation. The decisions to be made will affect real people.

Strategic plan and policies will be a priority. It will be important to make sure the District is not out of compliance of policy or state law.

Superintendent Colonna appreciated it wouldn't be an easy practice to pull off, but to imagine if we were adding and focusing on priorities. He realizes support of the Strategic Plan priorities in a time of declining resources would be more difficult to do.

Chair Quillin reviewed the budget calendar and specific actions in the budget process

for the year. The Committee has redesigned the listening sessions to be Budget Committee meetings and have dedicated the time for input from the community. The sessions will engage community members in small table groups, and move away from one person testifying in front of a microphone. The hope is to allow for more opportunities to hear from a broader group of attendees.

Committee members discussed the listening sessions. They liked the less structured format and hoped to have more participants than in prior years. The change in format includes changing the meeting to a Budget Meeting with all members of the committee in attendance and a richer set of interactions with committee members.

Listening sessions would not be so controlled or guided. The Committee expressed a need for the community to come out with opinions, and give Budget Committee members an opportunity to interact with the public. There was agreement the former microphone sessions did not allow for all to speak, and that some members did not feel comfortable speaking before a microphone. The members thought they might get more testimony in smaller group discussions.

A concern was raised there would be no formal budget testimony this year. Staff reminded the committee there would still be the formal Budget Hearing in front of the Board prior to adopting the budget in June.

A concern was raised that members would not hear all of the testimony, and some members wanted to hear all of it. Chair Quillin responded the listening session would include recording of small group conversations to be shared with the Committee. Members suggested they receive a compilation of notes from all the table groups.

A suggestion was made the testimony be given to the decision makers in administration. The public needs to understand where decisions are made and their concerns should be directed to the right place.

Chair Quillin stated the design of the listening session would be with intent to facilitate a rich dialog with the public. The Budget Committee chair would bring a recommendation to the committee.

Chair Quillin suggested changing the May 3<sup>rd</sup> Budget Committee meeting to an additional listening session and use April 12<sup>th</sup> and May 17<sup>th</sup> as time for the Committee to discuss the budget. Did not hear much support for the proposal, and did not bring a motion forward.

Chair Quillin suggested a motion for consideration to adopt a new working agreement provision. This would be a new 1(a): The committee's role is to approve a budget aligned with the District's strategic plan and goal. A point of order was called. It seemed the Committee had already approved this. Committee members responded it was already in the agreements, and Chair Quillin thanked members for highlighting it for him. No motion was brought forward.

Members continued with comments on there is a new focus and goal, and the next steps are to review the strategy and outcomes as our primary assessment tools. The Committee should use the sessions to explore alignment to the strategy and expect staff to share data in this context. The Committee would welcome public input on alignment to the plan and goal.

With a quick tour of the strategic plan, the objectives of the process should be building agreement within the district about the goal, to develop a clear

understanding of our community needs, create a stronger and more cohesive organization, and to ensure the strategic plan success.

The process of building the strategic plan included surveys, multiple focus groups, and listening sessions. The District created a vision, mission, goal, core strategies and values. The question is everything in the plan? Is the plan too much in these financial times? Does the District need to prioritize? In a Board workshop in January, the Board prioritized the top three initiatives to be individual student growth, equity and technology.

- Strategic Plan Initiatives

Jon Bridges

Jon Bridges, Administrator for Accountability, presented an update on the status of the Strategic Plan Initiatives and the work being done to meet the District goal of college and career readiness for all students.

He reviewed the THRIVES initiatives including what the accomplishment and outcome would be for 2010-11 and a goal for 2011-12. The purpose of the initiatives is to achieve the District goal. He discussed what the potential for the initiative is to move the needle on the outcomes and movement to the goal. The question is what is the return on the investment for preparing students for college and career readiness? Which outcomes are critical to achieve the goal?

Superintendent's council members are leads on each of the initiatives and can give further information as needed.

Initiatives are new or out of the box thinking and go beyond the requirements by law. They are not all new initiatives, and are part of the standards-based education system and equity work the District has been working on for some time. It is important to continue this work to achieve the District goal.

Chair Quillin began a conversation with the committee. He asked are there differing ideas of which are the more important areas? To be clear, the District would not stop work on what wasn't prioritized, but there is a need to prioritize the work to continue.

Members suggested Teaching and Learning is on the agenda for the next meeting, and could have more information about the budget for initiatives in 2011-12. Individual student would be one of the top three priorities. The question was raised whether or not this is budget committee work. While it's Board's work to set the District goal and strategic plan, the Budget Committee would review the budget that supports the strategies. The Committee wants to have discussions about the budget in this context. It really is board work. However it is valuable to have the Board hear other input from the community. What are the priorities? What if we can't do everything? If you had to pick what would you pick? For the Board, individual student growth rose to the top. It's not that the others are not important, but student growth came first. It is the board's responsibility to set the policies. The Committee wants to keep up with the Board's progress on shaping priorities. The strategic plan score card and outcomes were hard fought. It was harder than coming up with the strategic plan. What is measured is where the District will focus. How do you

separate priorities? They are too connected. This group can not really prioritize without more information on cost and benefit. This is the information the Committee needs from staff and the superintendent. We need their best recommendations.

The Committee wants to have a discussion with the board and administration on setting priorities from the scorecard and outcomes. The next meeting has the main topics of Teaching and Learning and Operations, and will tie this work into the main focus of the meeting. The District will summarize cost and the impact of outcomes established by the board.

- School Budgets

Ken Yarnell

Ken Yarnell, Aloha High School principal, presented the Aloha High School budget summary supporting the District goal and strategic plan. He thanked the Committee for their work in supporting the District.

He commented on what decisions can be made at the high school level with respect to budget. The greatest impact is with staffing. This is how the school makes decisions to support the school improvement plan. The administration conferred with staff and site council, and provided examples of how the school uses staffing to improve literacy across all subject areas with a focus on great teaching through formative assessment.

The Committee thanked staff for the detailed site budgets. It was noted Westview has the lowest cost per student and is also the biggest school. Was this efficiency of scale? Staff responded Westview enrollment growth was much higher than projected. They might have had more allocations coming to them, but only classroom teachers are allocated in the fall.

Elect Chair

Tom Quillin

Chair Quillin called for nomination for Budget Committee Chair. Cameron Irtifa nominated John Burns and Sarah Smith nominated Dave Bouchard. There were six votes for John Burns and eight votes for Dave Bouchard. Dave Bouchard was elected Budget Committee Chair, and Board Chair Tom Quillin handed over the gavel to Dave Bouchard.

Chair Bouchard said he saw his role as to facilitate and manage the process and to help the Committee to stay on task.

Elect Vice Chair and Approval of Minutes from January 18, 2011 Workshop

Dave Bouchard

Chair Bouchard opened nominations for Vice Chair. Brett Baker nominated Cheri McDevitt and Cameron Irtifa nominated John Burns. John Burns declined the nomination. Cheri McDevitt was voted Vice Chair unanimously.

Chair Bouchard commented the minutes approached a verbatim transcript and the minutes might be abbreviated as the meetings are recorded.

The following corrections were noted for the January 18, 2011 Budget Committee Workshop:

On page 4 "we need a process aligned with that role" instead of "we have a process aligned with that role."

On page 5 where it says candidates spoke to their qualifications, only Dave Bouchard spoke and said he didn't actively seek the chair position and then withdrew.

On page 9 Dave Bouchard asked a question regarding total expenditures and Claire responded the increase was rollup costs, PERS, and enrollment increases. Carrie Anderson requested information to understand the increases.

On page 2 remove the extra "O" in the word from.

There was a motion to approve the minutes as corrected. The minutes were approved unanimously as corrected.

Set Agenda for Next Workshop - March 15

Dave Bouchard  
Gayellyn Jacobson

There will be discussion on Teaching and Learning and Operations budget led by the staff. There will be reduction recommendations and a listening session format.

Would there be an additional listening session?

At the beginning of each meeting could there be an opportunity to ask questions about information received in the packet?

Requested a budget for non-school budgets. This request would take significant staff time to complete. The Committee voted 10-4 to bring this request forward for the next meeting.

Have a place holder for discussion on a potential for a local option levy.

Initiatives for last several years and the outcomes for the last several years.

Request for additional information on PERS increases.

Closing Remarks

Jerry Colonna

Superintendent Colonna spoke about taking on the extra responsibility of leadership. He thanked Tom Quillin and Dave Bouchard for doing so, and thanked John Burns for throwing his hat in the ring. We will work hard as a staff to support the leaders in the committee to be successful as well as the rest of the members.

We are focused on the budget and this is the key to our work at this point. We are reaching out to our entire faculty and association presidents are working with us in a very collaborative manner.

Budget Workshop adjourned at 9:07pm.

Budget Committee Chair  
Dave Bouchard

Debby Wohlmutter  
Recording Secretary