

Minutes

1. Call to Order / Roll Call

Board Chair Dyson called the meeting to order at 6:30 PM, and a roll check confirmed that everyone was present, except Ann Gaffney. Ms. Gaffney arrived at 6:51 PM.

The following members were present:

Russell Hatch
Rebecca Dyson
Jordan Rooklyn
Dan Ruby
Deltra Ferguson

Kristin Milligan (via Zoom)
Dave Dotterer
Serena Robinson
Jeff Pelger
Ann Gaffney

Absent: None

District Administrators present:

Superintendent Joseph Hattrick
Director of Business Services Sherry Ely

2. Introductions

A round of introductions ensued with all present.

3. Adopt Rules of Order

Chair Dyson stated that the Budget Committee operates under a modified version of Robert's Rules of Order.

❖ **Motion:** Mr. Dotterer moved, and Mr. Ruby seconded to adopt the modified version of Robert's Rules of Order.

Aye: Members Hatch, Dyson, Rooklyn, Ruby, Ferguson, Milligan, Dotterer, Robinson, Pelger

Nay: none

Vote: The motion carried by unanimous vote of the committee members present.

4. Appoint Committee Presiding Officer

❖ **Motion:** Ms. Rooklyn nominated Mr. Pelger as the Budget Committee Presiding Officer, and Mr. Dotterer seconded. Mr. Pelger accepted the role.

Aye: Members Hatch, Dyson, Rooklyn, Ruby, Ferguson, Milligan, Dotterer, Robinson, Pelger

Nay: none

Vote: The motion carried by unanimous vote of the committee members present.

5. Budget Message

Superintendent Hattrick delivered the 2026–27 proposed budget message, which reflected the district's continued transition from financial stabilization toward long-term sustainability while maintaining a strong commitment to student success, educational excellence, and responsible stewardship of public resources.

Budget Assumptions included:

- The total proposed budget for 2026-27 is \$75,224,987
- The projected beginning fund balance is \$3,500,000
- Federal grants (Title I, II, IV, IDEA,) to remain relatively flat funded
- All State grants are budgeted conservatively to also be flat funded
- Youth Activities and Academics Levy will provide approximately \$5,000,000
- General Fund resources projected at approximately \$43.2 million
- Special Revenue Funds projected at approximately \$8.1 million
- Debt Service Funds projected at approximately \$8.9 million
- Insurance Funds projected at approximately \$7.1 million
- Maintain Staffing levels for the 2026-27

- Liability Insurance increased 9%.
- Projection of an Ending fund Balance of 5.5% in the General Fund

Staffing projections include:

- Approximately 154.66 certified FTE
- Approximately 142.58 classified FT
- Administrative staffing remaining stable at 13 FTE

6. 2026-2027 Proposed Budget

Director of Business Services Sherry Ely presented an overview of the 2026–27 proposed budget, including budget basics, the Oregon State School Fund, General Fund and non-General Fund revenues and expenditures, and a summary of all district funds.

Sherry reviewed the role of the Budget Committee, noting the committee’s responsibility to review the proposed budget, receive public input, ask clarifying questions, and ultimately approve the 2026–27 budget.

The presentation highlighted:

- Continued monitoring of enrollment and ADMw trends
- Ongoing financial oversight and expanded reporting to the Board
- Projected enrollment declines and staffing alignment efforts
- State School Fund calculations and revenue assumptions
- Property tax collection trends and funding adjustments
- General Fund revenue and expenditure categories
- Stabilization of food service and special revenue funds
- Continued support of student programs through the Youth Activities and Academics Levy (YAAL)

Committee members asked clarifying questions regarding:

- Special education weighting formulas
- Enrollment projections
- Property tax assumptions
- Revenue forecasting
- Insurance and healthcare cost changes
- Staffing and payroll cost assumptions
- Contingency and reserve planning

Director Ely emphasized the district’s continued focus on financial stability, transparency, responsible budgeting practices, and maintaining student programs and services while aligning operations with enrollment and revenue realities.

7. Budget Committee Questions and Discussion

Director Ely responded to questions regarding the financial crisis identified during the 2024–25 school year. She explained that the district’s financial challenges developed over several years as expenditures exceeded revenues, particularly after COVID-era staffing increases were not adjusted following enrollment declines. Inaccurate cash tracking further compounded the issue and contributed to a cash shortage by March 2025.

In response, the district implemented staffing reductions, secured temporary financing, and strengthened financial oversight through improved cash tracking, monthly financial projections, and closer monitoring of staffing, revenues, expenditures, and staffing-to-student ratios.

When asked about the district’s projected financial outlook for 2025–27, including the remaining loan balance and ending fund balance projections, Director Ely explained that the district projects a 7% ending fund balance for 2025–26 and a 5.5% ending fund balance for 2026–27, with loan payments already incorporated into the budget. She noted that the district intentionally uses conservative budgeting practices to maintain adequate cash flow and avoid overcommitting expenditures. Director Ely also stated that leadership expects actual ending balances to come in higher than projected as financial oversight and forecasting continue to improve.

Director Ely further explained that the district has made substantial progress in recovering financially, moving from a negative ending fund balance in 2023–24 to a positive ending fund balance in 2024–25. She attributed much of that progress to correcting fund accounting practices, properly assigning staffing costs to the appropriate funds, and ensuring accurate reimbursement requests to ODE.

In response to questions about budget variances, Director Ely stated that there were no significant unexpected changes aside from insurance costs. Most staffing variances reflected adjustments to how positions were assigned and tracked. She also described the district’s use of two-year spending averages and ongoing budget monitoring to identify trends and make adjustments throughout the year.

Budget Committee members thanked Superintendent Hattrick and Director Ely for their leadership in improving the district’s financial position compared to the previous year. Members also expressed appreciation for the district’s disciplined financial approach and transparent communication throughout the process.

8. Receive Public Comment

Community member Larry Cooper expressed concern about reductions to performing arts funding and emphasized the importance of prioritizing performing arts programs within the district, noting that they had historically been a strong focus in ASD.

9. Budget Approval or Announce Next Meeting Date

The meeting concluded with plans to address budget questions via email to Superintendent Hattrick and Director Ely by end of day Friday, May 22, 2026.

The next Budget Committee Meeting is scheduled for Wednesday, May 27, 2026, at 6:30 PM in the district office conference room.

6. Adjourn

Ms. Gaffney moved, and Ms. Rooklyn seconded to adjourn the meeting at 8:23 PM. The motion carried by unanimous vote.

Submitted by:
Holly Rosser, Board Secretary

Date for Board Approval: June 11, 2026