



# SCHOOL DISTRICT

*Preparing children for an ever changing world*

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## NEAH-KAH-NIE SCHOOL DISTRICT 56

### BUDGET COMMITTEE MEETING

Monday, April 1, 2024

6:00 p.m. Neah-Kah-Nie School District Board Room and via ZOOM

### OFFICIAL MINUTES

#### BUDGET COMMITTEE

##### Board Members

Sandy Tyrer, Chairman  
Michele Aeder, Vice Chair  
Kari Fleisher  
Rena Scalabrin  
Mike Wantland  
Marisa Bayouth-Real  
Joe Carr

##### Budget Committee Members

Kristin Coyle  
Kathye Knight  
Lisa Wiley  
Nazare Cota (absent)  
Tamara Mautner  
Heidi Luquette  
Angelica Saucedo (absent)

#### AGENDA

##### Call to Order, Board Chair, Introductions

Ms. Tyrer called the Budget Committee meeting to order at 6:00 p.m. She asked everyone to introduce themselves.

##### Review Roles and Responsibilities of Budget Committee

Mr. Sybouts reviewed the roles and responsibilities of the budget committee. Dr. Reed mentioned that we are required to have a member from the Inclusion Alliance Committee on our Budget Committee, but we will wait until we have a term that expires next spring. We currently have three board members on the Inclusion Alliance committee.

##### Election of Presiding Officer

Ms. Tyrer called for nominations of the presiding officer. Ms. Tyrer nominated Kari Fleisher as the presiding officer. Ms. Aeder seconded the nomination. Ms. Fleisher accepted the nomination. All members present voted in the affirmative.

##### Designation of Secretary

Ms. Fleisher designated Ms. Sellars as the secretary.

##### Budget Message, Dr. Tyler Reed

Dr. Reed read his budget message. He also reviewed any major changes that were presented in the budget. He mentioned that the district is going through a strategic plan process and anywhere that the Continuous Improvement Plan is mentioned, it will be changed to Strategic Plan.

Ms. Scalabrin wanted to be sure that we continue to have a conversation about music and band. Dr. Reed mentioned that adding back a math teacher at the high school is just getting back to where we were. Adding the additional Instructional Coach will very likely eventually be covered by the state Literacy Grant. He continues to work with Ms. Dilbeck on the master schedule to address music and band.

Ms. Bayouth-Real wanted to know about the ending fund balance, is it significantly more or less than any other districts? Dr. Reed acknowledged that our ending fund balance is higher, which is due to the volatility of our funding sources. In addition to that, we carry a higher ending fund balance to cover district expenses until we receive our first property tax payment in November. Dr. Reed also mentioned that we have to consider the impact of the Habitat Conservation Plan

(HCP). Dr. Reed shared that he would still like some time to fully understand the budget. Ms. Fleisher stated that our expenditures are outpacing our income. Eventually, that will affect our ending fund balance.

#### Budget Document Overview, Mark Sybouts, Business Manager

Mr. Sybouts reviewed the general fund revenue summary, as well as the general fund overall expenditures. He showed the historical information on property taxes, historical general fund expenditures, and finally a financial summary.

Mr. Sybouts reviewed the school budgets.

#### Garibaldi

Staffing is about the same, he noted a reduction in classified salary, but that is only due to the way some staff are being funded in the budget and the requirements of grants. He noted that there is a significant drop in student transportation. We are now allocating the bus expense to the schools per bus runs.

Ms. Bayouth-Real asked about the confidential salary at Garibaldi. Mr. Sybouts stated that salary is a portion of our school nurse.

Ms. Scalabrin shared that she noticed the difference in transportation costs. She recalled that we increased what we pay First Student.

Ms. Coyle stated that she has noticed a significant increase in substitutes. Mr. Sybouts stated that most of it is from Oregon paid leave, we also have many staff member who are having children, when staff are taking parental leave, we must provide substitutes. Dr. Reed would also like to see what substitute cost look like pre COVID. We have not sent our teachers out for professional development and now we are.

Mr. Carr asked about transportation and is it only home to school or does it include field trips. Mr. Sybouts stated that is only home to school. Transportation cost for field trips are from other funds. Mr. Carr asked if we have ever given building budget for transportation to incentivize field trips. Mr. Sybouts stated that we have not ever needed to. Ms. Scalabrin stated that when a field trip comes to the Mudd Nick Foundation, transportation cost are included.

#### Nehalem

The grant funding changes are present in the Nehalem budget as well. Family Resource coordinators are now charged to a grant. The other changes are in pupil transportation routes and cost allocations. No budget committee member had any questions.

#### Middle School

There are some staff salaries that have been moved back to the general fund, which freed up some grant funds. Licensed guidance services, a portion of these costs are grant funded. Ms. Luquette stated that she mentioned last year that Talented and Gifted (TAG) is not a line item in the middle school budget. She asked if there could be a line item for TAG as represented in the other buildings. Ms. Dilbeck has shared that she does have TAG funds in her budget. Mr. Sybouts explained the 1.97 FTE custodial staff is due to the fact that the District Office uses one hour (.03 FTE) of middle school custodial services.

#### High School

The bulk of the changes at the high school is the change from a .5 math teacher to a full time math teacher as the District Office recovers the Technology Coach. Ms. Coyle asked why other purchases services when up \$20,000. Mr. Sybouts stated, that in large part, is due to referees. When you go from one league to another, the referee costs go up as well. Dr. Reed stated that a lot of athletics is often paid for out of this area. Mr. Wantland asked if we are expected to go back down to 2A. Dr. Reed stated that he was not sure about that, but would find out.

#### District Office

The preschool costs have been moved out to the buildings, and in another year this will fall off the district office budget. Remediation is for tutors. We are using ESSER funds for this, which is permissible under the grant. The additional elementary instructional coach is reflected in the district office budget. Mr. Sybouts noted the 1.0 confidential salary increase at the district office is due to the hiring of his replacement. Mr. Sybouts reviewed the various transfers, as well as the \$150,000 transfer to the Federal Projects fund to set up a reserve, this is done to local budget law as identified by our auditor. All our federal projects are grant funded, but show a deficit until we receive funds from the various grants. Our auditors do not like deficit spending, which we are not really doing. We will not spend those funds.

#### Federal Projects Fund

Mr. Sybouts shared how the funds have been moved around and reallocated into other funds per state rules. Social Work Services (2113) are the FRCs that are partially paid out of Title 1. Guidance Services is the GEAR UP grant. The Building Maintenance fund will be to purchase furniture.

Ms. Scalabrin asked about the building acquisition of \$1.6 million, is that because we were talking about doing the housing? Mr. Sybouts explained those funds are for the high school HVAC system.

#### State and Local Grants

Mr. Sybouts stated that he has placeholders in this area for various purposes. Ms. Fleisher asked about the reduction in software under fund 1111. Mr. Sybouts explained that we did not use the amount originally budgeted. Most of the curriculum adoptions include software within the adoption.

#### Student Activities

Mr. Sybouts stated that this portion is merely placeholders because he does not know what activities will occur.

#### Maintenance Fund

We continue to transfer \$150,000 to this fund.

#### Food Service Program

Daily food sales have gone down significantly. They are mainly additional milks or an additional meal not covered by the free meal program. We will see an increase in our federal reimbursement due to the new community eligibility program.

#### Debt Service

The 24-25 budget shows the final payment on the debt service, it will be paid off June of 2025.

#### Vehicle Replacement Fund

We will continue to make a transfers to this account for future purchases.

Dr. Reed shared that a lot of people are involved in developing this budget. He thanked all that have been involved.

#### Budget Committee Review and Discussion, Budget Committee

Ms. Bayouth-Real stated that she asked questions already.

Ms. Scalabrin thanked Mr. Sybouts and for highlighting the changes.

Ms. Mautner stated that she had nothing to add.

Ms. Aeder thanked the budget committee members for showing up. She would like to see music for our students and thanked Dr. Reed to continuing to work on a long-term solution.

Ms. Luquette stated that the budget is very well done.

Ms. Wiley had nothing to add.

Ms. Tyrer had nothing to add.

Ms. Fleisher liked that Mr. Sybouts noted where items were moving to, it was very helpful.

Ms. Knight shared that the budget was very well done and had nothing to add.

Mr. Carr shared that the budget is impressive. It is a good budget and thanked Mr. Sybouts for his work. He would like to see our kids have more fieldtrips outside the classroom.

Ms. Coyle thanked Mr. Sybouts for his work on the budget.

Mr. Wantland is in favor of hands on learning for the students. He also advocated for more home cooked meals, we are doing much better. He would also like to see us buy locally.

#### Public Hearing for Public Comments

Mr. Fleisher opened the public hearing at 7:34 p.m. Ms. Mautner mentioned that there are a lot of parents and students in the community who would like to see a soccer in our community. She asked if there have there been any discussions about fields and is there any budget allocated for soccer. Dr. Reed stated that there is not anything in the budget right now for soccer, but he is in conversations with Mr. Keefauver about doing some work on the baseball field. Ms. Mautner shared that we have the listening sessions coming up and there will be a lot of support for soccer becoming a high school sport. Mr. Wantland stated that he is all for funding a soccer program. Hearing no additional comments, the public hearing was closed at 7:38 p.m.

Additional Budget Committee Discussion, Budget Committee  
There were no additional budget committee comments.

#### Approve Changes to the Budget Document, if any

Closure – At this point, we will ask the Budget Committee to approve the proposed budget, establish the maximum tax levy rate/amount at \$4,5002/\$1,000 of assessed valuation for the General Fund, and to establish the maximum Debt Service Fund tax levy amount of \$1,321,720.

**M-Luquette/2<sup>nd</sup> Scalabrin to approve the proposed budget, establish the maximum tax levy rate/amount at \$4.5002/\$1,000 of assessed valuation for the General Fund, and to establish the maximum Debt Service Fund tax levy amount of \$1,321,720. Motion carried unanimously.**

#### Adjourn

Hearing nothing more to come before the committee the meeting adjourned at 7:40 p.m.