

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

Budget Committee Workshop

November 17, 2009

The Budget Committee of the Beaverton School District conducted a Budget Workshop at the Administration Center on November 17, 2009 at 6:30 p.m.

Board Members Present:

Sarah Smith
Karen Cunningham
Lisa Shultz
Mary VanderWeele
Leeann Larsen

Budget Committee Members Present:

Mark Schick
Dave Bouchard
Cameron Irtifa
Brett Baker
Cheri McDevitt

District and Staff Members Present:

Jerome Colonna	Superintendent
Sarah Boly	Deputy Superintendent
Bud Moore	Deputy Superintendent
Claire Hertz	Chief Financial Officer
Sue Robertson	Chief Human Resource Officer
Steve Langford	Chief Information Officer
Maureen Wheeler	Public Communication Officer
Joanne Ossanna	Administrator for Business Services
Brenda Lewis	Regional Administrator
Carl Mead	Regional Administrator
Vicki Lukich	Regional Administrator
Holly Lekas	Regional Administrator
Dick Steinbrugge	Executive Administrator for Facilities
Mike Chamberlain	Principal - Westview High School
Ken Day	Five Oaks Middle School Teacher

Visitors: 5

Media: 0

Meeting was called to order at 6:32 p.m. Budget Committee Chair Brett Baker opened the meeting and noted that last budget season was challenging and that we did the best we could. He's looking forward to the upcoming budget season and building a new budget.

Baker briefly reviewed the agenda.

Superintendent Jerome Colonna shared that this is the sixth consecutive year that the budget committee has held a debrief meeting. Supt. Colonna likes this meeting because it gives the committee the time to talk about processes that worked well and others that didn't work quite as well. It allows the committee to grow and become more efficient moving in to the new budget process.

Supt. Colonna is proud of the twin budgetary goals that were brought forward last year - prioritizing and safeguarding instructional time and staff positions. He believes that we will have at least two more years of budgetary challenges and is thankful the budget committee is committed and willing to do the budget work that lies ahead.

Chief Financial Officer Claire Hertz presented a current year financial update and

WELCOME
AND
OPENING REMARKS

REVIEW OF AGENDA

OPENING COMMENTS

CURRENT YEAR

reviewed the Beaverton School District 2009-10 Budget Update handout (including the future financial concerns). Hertz then reviewed the Loss of Funding Scenarios handout.

FINANCIAL UPDATE

Budget Committee members asked the following questions to which staff provided answers or responses:

- How does one receive an economic forecast?
- If the loss of funding scenarios comes to pass, when would the “equivalent to number” changes take effect - would it be February or is this a number for the next year?
- Does the District have a \$19 million exposure dependent upon the passage of Measures 66 & 67?

Hertz briefly reviewed the 2010-11 Budget Calendar and commented that there are currently three open budget committee positions. The selections will be announced at the next School Board Meeting.

2010-11
BUDGET CALENDAR

Maureen Wheeler: Broke into groups for discussions.

SMALL GROUP
DISCUSSIONS
& REPORT OUT ON
SMALL GROUP
DISCUSSIONS

A: 2009-10 Budget Process Improvement

- What went well:
 - Frequent updates regarding most current financial information available at any given time.
 - Business office did good job of articulating implications to the District were based on the financial updates.
 - Staff did a good job of identifying the possible cuts for considerations
 - Prioritized list of cuts and also the resulting consequences of the cuts - great staff support.
 - There were a sufficient number of meetings and opportunity for input during the process.
 - Public comments - extraordinary public input and lots of participation from multiple interest groups.
 - Value in Claire & Jerry’s economic updates in the meetings
 - Friday staff informational meetings.
 - Prioritization and safeguarding of instructional time and staff positions.
 - Getting info in advance and electronic access of info via Board Book.
 - Strong cooperation by employee groups and District efforts to conserve resources and costs.
 - Brett Baker’s leadership throughout the process and leadership by District administrators.
- Improve process for next year:
 - Although last year focused on attrition and the process by which we worked to retain positions, it might be advantageous for us to consider an approach that begins to look at something resembling decision packages.
 - Provide a better delineation between what stays in the budget as well as what is a likely target for potential cuts.
 - Continue to remind ourselves and our community of our new strategic plan and focus on retaining functions that directly support the plan.
 - Recognize there are multiple needs throughout the District that may not be able to be addressed given the short financial situations. It would still be appropriate for us to identify what the perceived needs are so we keep them in front of us to address when the financing is better.

- When there are data requests from the business office, use the data provided by staff to make informed budgetary decisions.
- Clarify the role of the administrators at the budget meetings and the process and provide clear parameters as to what decisions the budget committee actually is making.
- Need to be able to identify sustainable reductions.
- Hear more of the principals voice in the meetings and throughout the process - this should be explicitly drawn out.
- Changes and impacts need to be fully discussed within the time constraints of the meetings and in the budget season.
- Ensure that the Finance Work Group has timely access to the meeting minutes.
- Include the minority community member voice in the meetings and in the process and find more ways to get the student voice involved.
- Allow for more discussion time at the meetings, reduce presentation time.
- Use the prioritized list of potential cuts as a first tool in the process rather than using the budget blocks.
- Provide greater detail about the items in the prioritized list of potential reductions - supporting documentation.
- Earlier engagement with employee associations.
- Ensure that updates are provided regularly and clearly about any employee group negotiations that may be taking place.
- Follow up on what worked well in the process - work on strengths.
- More legislator involvement and engagement.
- Shift to an outcome based budget system in order to incorporate the strategies and outcomes of our new strategic plan and work with our budget consultant.
- Better data by which we can evaluate and compare the effectiveness of programs.
- A noted challenge - public participation time represented a challenge at times last year, having to manage comment time posed a challenge, and at some times the comments that were received didn't relate to the jurisdiction of the budget committee.

B: Budget 101 Suggestions

- More focus on the roles of the committee members/staff members/administration.
- Liked the smaller, more personalized Budget 101 approach that was used last year.
- More information by all the various funds is helpful.

There were no other items for discussion.

OTHER ITEMS FOR
DISCUSSION

Jerome Colonna:

Thank you for using the time well and for offering good recommendations. Supt. Colonna recommends that we add the process improvement suggestions and/or recommendations on the back of our agendas to be used as a refresher for each meeting.

CLOSING REMARKS

Debrief Meeting adjourned at 7:42 pm.

Brett Baker
Budget Committee Chair

Jennifer Bridgewater
Recording Secretary