

Neah-Kah-Nie School District 56  
Budget Committee Meeting  
Monday, May 7, 2018

**Official Minutes**

**Present**

**Board Members**

Terry Kelly, Chairman (absent)  
Pat Ryan, Vice Chair (absent)  
JoDee Ridderbusch  
Carol Mahoney (presiding chair)  
Michele Aeder  
Landon Myers  
John O'Leary (absent)

**Budget Committee Members**

Janet Lease  
Lisa Hooley  
Mike Tosch (absent)  
Jim Doyle  
Tamara Mautner  
Tami Schild  
Jennifer Purcell

**District Office Staff**

Paul Erlebach, Superintendent  
Mark Sybouts, Business Manager  
Kathie Sellars, Admin. Asst.

**CALL TO ORDER**

The meeting of the Budget Committee of the Neah-Kah-Nie School District was called to order at 6:00 p.m. by Carol Mahoney, who as the ranking board member, was the substitute chairman due to the absence of both Terry Kelly, Chairman and Pat Ryan, Vice Chairman. Ms. Mahoney welcomed staff and patrons. All present stood for the flag salute. Ms. Mahoney asked everyone present to introduce themselves.

**REVIEW OF ROLES AND RESPONSIBILITIES OF THE BUDGET COMMITTEE**

Mr. Sybouts reviewed the roles and responsibilities of the budget committee.

**ELECTION OF PRESIDING OFFICER**

Ms. Mahoney opened the floor for nominations of presiding officer, Ms. Lease nominated Ms. Hooley. Ms. Hooley accepted the nomination. Ms. Mahoney called for a vote on Ms. Hooley as the presiding officer. All presented voted in the affirmative. Motion carried unanimously.

**DESIGNATION OF SECRETARY**

Ms. Hooley designated Ms. Sellars as secretary.

**BUDGET MESSAGE, Paul Erlebach**

Mr. Erlebach reviewed the budget message, including the Board Budget goals. He read the Superintendent's Budget Summary Statement.

**BUDGET DOCUMENT OVERVIEW, Mark Sybouts**

Mr. Sybouts reviewed the PowerPoint that he prepared which included the following:

District Mission Statement

District Values

Long Range Visionary Goals

Strategic Initiatives

Board Budget Goals

Revenues

Timber Revenue Timeline – Mr. Sybouts stated that he only budgets 75 percent of forecasted revenue from State Forestry

General Fund Expenditures

Cost Changes for 2018-2019

Replacement Cycle Proposal

Mr. Sybouts stated that new Federal law now requires that all staff costs must be reported in the individual school budgets.

## **BUDGET COMMITTEE REVIEW AND DISCUSSION, Budget Committee**

Mr. Sybouts reviewed the budget with the committee, pointing out the changes. He stated that the 300 and 400 level expenditures are set by the principals. They are given a set amount that they determine how to designate.

Transportation cost actually went down due to the fact that we are not having to run so many buses for the district office cost center.

Student activities budget are place holders, he does not know how much or how the students will use student body funds.

Measure 98 allows for an allocation of up to 15 percent to middle school students, so our construction trades teacher will teach a class at the middle school next year.

Mr. Sybouts pointed out that on page 83 account 1410 should be Summer School Programs. Mr. Erlebach stated that we will have summer school for 8-12 grade students and will include Extended School Year (ESY) and migrant students. Mr. Erlebach also stated that the state will pay up to one third the cost of summer school.

We will be transferring \$200,000 into the maintenance fund, where we anticipate having a \$100,000 beginning fund balance. Painting and furniture costs will come out of fund. Mr. Erlebach stated that we are almost caught up on our classroom painting projects at Nehalem and Garibaldi. We have a couple years before we will have to begin painting at the middle school. We are also spending approximately \$3,000 per year per school for furniture.

Ms. Hooley asked if we would be using the \$300,000 for technology this year. Mr. Erlebach explained that we will be replacing Chromebooks and laptops. We plan for a three year obsolescence for these items.

Mr. Erlebach asked if the budget committee receives the Capital Improvement Plan. Mr. Sybouts stated that after the board approves the plan we can send it out to them.

Mr. Doyle asked if we contract out our food service program, Mr. Erlebach shared that we did contract out until about 4 years ago, but run our program since.

Ms. Purcell asked if the removal of pay to play has to be voted on each year. Mr. Sybouts stated that it is gone until the board tells him to bring it back.

## **Ms. Hooley opened a Public Hearing at 7:31 p.m. for public comment.**

Ms. Mautner mentioned that a concerned parent wanted to know if there is training for the track coaches in the area of injury prevention. Ms. Buckmaster stated that all coaches have to go through the OSAA required training as well as event specific training.

Mr. Doyle stated that Mr. Sybouts job would be much easier if the legislature did not convene. He stated that Mr. Sybouts does a great job.

## **Hearing no more comments the public hearing was closed at 7:35 p.m.**

Ms. Hooley asked if there were any other comments or questions from the budget committee. None at this time.

## **APPROVE CHANGES TO THE BUDGET DOCUMENT**

There were no changes to the budget document.

## **CLOSURE**

**M-Lease/2<sup>nd</sup> Mahoney to move that the budget committee approve the proposed budget, established the maximum tax levy rate/amount at \$4.5002/\$1000 of assessed valuation for the General Fund, and to establish the maximum Debt Service Fund tax levy amount of \$1,138,995. Motion carried unanimously.**

## **ADJOURN**

Hearing nothing more to come before the budget committee the meeting was adjourned at 7:37 p.m.