

VERNONIA SCHOOL DISTRICT 47J
1201 TEXAS AVENUE
VERNONIA OR 97064

BUDGET COMMITTEE MEETING MINUTES

April 22, 2021

- 1.0 CALL TO ORDER:** The Budget Committee meeting was called to order at 6:05 p.m. by Kellie Murray. MEETING CALLED TO ORDER
- Budget Committee Present:** Amy Cieloha, Joanie Jones, Susan Wagner, Brittanie Roberts, Stacy Pelster, Kim Titus, Kellie Murray, Carol Cochran, Shannon Romtvedt. Greg Kintz arrived at 6:19 p.m. Jeana Gump arrived at 6:22 p.m. BOARD PRESENT
- Budget Committee Absent:** Vacant Positions
- Staff Present:** Aaron Miller, Superintendent; Nate Underwood, Middle/High School Principal; Michelle Eagleson, Elementary Principal; Marie Knight, Business Manager; Barb Carr, Administrative Assistant; Jamie Hamsa, Juliet Saffier, and Claire Youngberg, licensed staff. STAFF PRESENT
- Visitors Present:** None VISITORS PRESENT
- 2.0 Welcome & Introductions:** Introductions of the Budget Committee were made. WELCOME & INTRODUCTIONS
- 3.0 Election of Budget Committee Chair:** Carol Cochran nominated Kellie Murray as Budget Committee Chair. Stacey Pelster seconded the motion. Kellie indicated her preference of allowing someone else to serve in this role if there is interest. The vote was called for: Yes votes: Amy Cieloha, Joanie Jones, Kim Titus, Shannon Romtvedt. No votes: Susan Wagner, Kellie Murray, Stacey Pelster, Carol Cochran, Brittanie Roberts. Motion failed. KIMBERLY TITUS ELECTED CHAIR OF BUDGET COMMITTEE
- Kellie Murray nominated Kim Titus as Budget Committee Chair. Susan Wagner seconded the motion. Motion passed unanimously with those in attendance.
- 4.0 Election of Budget Committee Vice Chair:** Brittanie Roberts nominated Amy Cieloha as Budget Committee Vice Chair. Amy declined the nomination. Joanie Jones nominated Shannon Romtvedt. Carol Cochran seconded the motion. There were no other nominations. Motion passed unanimously with those in attendance. ROMTVEDT ELECTED VICE CHAIR OF BUDGET COMMITTEE
- 5.0 Approval of Minutes:** Susan Wagner moved to approve the Budget Committee minutes of 05/14/2020. Kellie Murray seconded the motion. Motion passed unanimously with those in attendance. MINUTES APPROVED
- 6.0 Discussion of Budget Goals:** Marie Knight shared that on page 3 of the Budget Document is the Budget Goals. Hard work goes into presenting a budget to the community that fits within the goals and meets the strategic plan of the District. BUDGET DOCUMENT OVERVIEW and BUDGET GOALS REVIEWED
- 7.0 Presentation of Budget Message:** Aaron Miller read aloud his Budget message contained within the Budget document. The Superintendent's Budget Message includes proposed changes from the previous year's budget to the current proposed budget as well as expenditure assumptions. PRESENTATION OF BUDGET MESSAGE
- 8.0 Budget Document Review:** Marie Knight gave an overview of the Budget document by highlighting the following sections: BUDGET DOCUMENT REVIEW
- Fund 100 – General Fund – main operating fund
 - Fund 200 – Special Revenue – all grants
 - Fund 300 – Debt Service – bond and older debts the District is still paying on
 - Fund 400 – Capital Projects – bond projects and the Vernonia Stadium Campaign
 - Resources Report – included at the beginning of each fund which shows the incoming revenue
 - Requirements Report – shows where all the revenue received will be spent
 - Appendices

- Budget Terminology

Marie indicated she will send out to the committee a list of acronyms and a list of accounts.

The Budget Committee was asked to begin reviewing the document and send via email all and any questions to Mr. Miller or to Marie. Answers to these questions will be sent out to the entire committee. Further budget document training was asked about and Marie will work to set time up for this.

Committee Questions:

Carol Cochran inquired if the District is doing anything to get more money from the State? It was shared that there are multiple groups that lobby at the Legislature on behalf of education. This includes OSBA, OEA, COSA, etc.

Amy Cieloha inquired about salaries and FTE. With it all linked together it is hard to know how much is being paid by position. Mr. Miller explained that if you take the amount of salary budgeted and divide by the FTE you'll be able to determine an approximate cost per person.

Juliet Safier asked that it be explained how a person can be less than a full FTE and still be considered full time and also how some staff are split between buildings. If a teacher teaches both at middle and high school their FTE, in the budget document, will be split between the two accounts. A full FTE is considered 8 hours. The District has some classified staff that work 7 or 7.5 hours therefore they are not represented as a full FTE in the budget document.

Shannon Romtvedt asked as a procedural question, at what time do discussions take place about moving money between funds. That discussion would be appropriate for the next meeting on 5/13/21.

Juliet Safier asked if the new Elementary Secondary School Emergency Relief (ESSER) funds have an option to hold over to the next year? According to Mr. Miller, ESSER-Round #1 dollars have been spent on Chrome Books, educational management systems, hot spots for technology access, etc. ESSER Round #2 has been partially utilized and some of these funds will be used to help offset decline in enrollment revenue next year. Any remaining funds are available for use through the year 2024. The plan is to utilize what we need to avoid having to cut programs. The amount expected is what is budgeted in the document.

9.0 Next Meeting: May 13, 2021 at 6:00 p.m. Mr. Miller thanked everyone on the committee for their time and dedication to this important task. NEXT MEETING

10.0 Adjourn: Meeting adjourned at 7:14 p.m. ADJOURN

Submitted by Barb Carr, Administrative Assistant



Budget Committee Chair



District Clerk