

Clatskanie School District 6J  
PO Box 678  
Clatskanie OR 97016  
BUDGET COMMITTEE REGULAR MEETING  
May 29, 2018, 5:30 p.m., CES Library

MINUTES

Board members present: Megan Evenson-Board Chair, Kathy Engel-Vice Chair, Chris Ouellette, Ian Wiggins, Kara Harris  
Budget members present: Elisha Shulda, Dave True, Barb Haas, Julie Stockfleth  
Budget members absent: Erick Holsey  
Admin Team present: Jim Carlile-Superintendent, Tami Burgher-Board Secretary, Jim Helmen-CMHS Asst Principal, Janice Essenberg-Business Manager  
Admin Team absent: Brad Thorud-CES Principal, Amy McNeil-CMHS Principal

1. Call to Order (Board Chair Megan Evenson): The budget meeting was called to order at 6:32 pm
2. Pledge of Allegiance (Board Chair Megan Evenson)
3. Introductions (Board Chair Megan Evenson)
4. Role and Responsibilities of the Clatskanie Budget Committee (Business Manager Janice Essenberg)

**OSBA Budget Committee Handbook States:**

- The budget committee approves the budget document as submitted by the budget officer or as revised by the committee.
- The committee recommends a level of spending for the year.
- It also specifies the property tax amount or rate for all funds in the approved budget.
- The budget committee's duties cease after it has approved a proposed budget.

**Clatskanie School District Board Policy DBEA - Budget Committee states:**

It is the function of the budget committee to approve budget estimates for programs that have been determined by the Board. No new program should be considered for the budget estimate that has not previously been submitted to the Board. The budget committee will determine levels of spending, but will not determine programs.

5. Election of Budget Committee Chair (Election Conducted by Board Chair): There was some discussion as to who would be interested in being the Budget Committee Chair. Kara Harris volunteered.  
**BUDGET COMMITTEE ACTION:** I move to elect \_\_\_\_\_ as chair of the Clatskanie School District Budget Committee for 2017-18.  
**A motion was made to elect Kara Harris as chair of the Clatskanie School District Budget Committee for 2017-18.**  
**KE/IW - UNANIMOUS**
6. Overview of Budget Message (Superintendent James Carlile): Jim Carlile went over the budget message. The budget is tight just as it has been since the early 1990's. The next two bienniums will be worse due to PERS payback. He thanked Janice Essenberg of the NWRESA for her work on the budget. Due to time constraints and changes it wasn't an easy process.
7. Proposed Budget Detail (Business Manager Janice Essenberg): Our general fund budget is 8.5 million for 2018-19. The legislature usually releases the funds in a biennium 49% the first year and 51% the second year so you have a little more the second year. They did not in this biennium, they released it 50% - 50%. PERS will be going up 27-33% over the next two years, so we must be prepared for that. The budget is basically the same as last year with a few changes. A Student Services Coordinator is replacing a 1.0 Teaching position at CES. There have been EA's added over the year at both CMHS and CES. The Assistant Principal position has been eliminated at CMHS and a 1.0 Guidance Counselor has been added. Administration is 1.0 CMHS Principal, 1.0 CES Principal, .5 Special Education Director and .5 Superintendent for a total of 3.0 FTE. Janice proceeded to go over the budget page by page, explaining the different funds and any changes that were made. She explained special education High Cost Disability reimbursements; how the state reimburses you for costs over \$30,000 per child. Also discussed the Transportation Department and reimbursements from the state. The Quincy Mayger property that is being purchased by the Monastery is possibly going to pay off their loan. We are working on getting them the pay off amount. That money will be put in the Capital Maintenance Fund (per policy).

8. Budget Committee questions/deliberation (Budget Committee Chair): Chris Ouellette asked for clarification of what RTI is (Response to Intervention)
9. Public Comments (Budget Committee Chair): Belinda Coalman asked for clarification regarding a special education issue.
10. Additional Budget Detail Explanation, as needed (Budget Committee Chair): None
11. Budget Approval/Schedule Additional Meeting Dates if Needed (Budget Committee Chair): There was some discussion around the next meeting date, June 4<sup>th</sup>. There is an awards night at CMHS. It was decided to meet at 5 pm on June 4<sup>th</sup> since the awards start at 6 pm.

**BUDGET COMMITTEE ACTION:** I move to approve the Northwest Regional Education Service District budget for 2018-19, as follows:

General Fund	\$ 8,578,339
Special Revenue Funds	1,880,508
Debt Service Funds	773,000
Capital Maintenance Fund	50,000
Scholarship Trust Funds	<u>52,000</u>
Total All Funds	<u>\$11,333,847</u>

I move that the Clatskanie School District Budget Committee approve the district's permanent tax rate of \$4.6062 per \$1,000 of assessed value to be assessed in support of the General Fund. A Debt Service levy in the amount of \$645,000 is also authorized to service the district's General Obligation Bonds and is accounted for outside the General Fund.

12. Adjourn/Recess (Budget Committee Chair): The meeting was adjourned at 6:42 pm