



# GRANT SCHOOL DISTRICT NO. 3

401 N Canyon City Blvd. • Canyon City, OR 97820-6111  
Phone: (541) 575-1280 • Fax: (541) 575-3614

## BUDGET COMMITTEE MEETING NO. 2/2

**ZOOM IN BY USING THE FOLLOWING INSTRUCTIONS:**

<https://us02web.zoom.us/j/2595245851?pwd=ZjFIZ2w2eDNPMmhoT1VtS0wvbk1MZz09>

Meeting ID: 259 524 5851

Passcode: 4J94nf

**WEDNESDAY 21 JUNE 2023 – 5:30PM**

# **BUDGET COMMITTEE MEETING 2.1 MINUTES**

[\* = supplement enclosed]

### 1.0 PRELIMINARY BUSINESS:

1.1 Call to order/ By CM (No time stated)

1.1.1 Attendance:

1.1.1.1 Budget Committee

1.1.1.1.1 Mat Carter/ (MC)

1.1.1.1.2 Amy Charette, Interim/ (AC)

1.1.1.1.3 Janelle Jackson/ (JJ)

1.1.1.1.4 Charlene Morris, Chair/ (CM)

1.1.1.1.5 King Williams/ (KW)

1.1.1.2 Board of Directors

1.1.1.2.1 Jessi Brunson/ (JB)

1.1.1.2.2 Brandon Culley/~~not present/~~ (BC)

1.1.1.2.3 Alicia Griffin, Chair/ (AG)

1.1.1.2.4 Chris Labhart/ (CL)

1.1.1.2.5 Dr. Colleen Robertson/ (CR)

1.1.1.2.6 Kelly Stokes/via Zoom/ (KS)

1.1.1.2.7 Jake Taylor/ (JT)

1.1.2 Minutes for 06/08/2023 not ready for the commencement of session

1.1.2.1 Completed/provided: 6:44PM

1.1.2.1.1 Approved: KW/??; unanimous

1.1.3 CM looking for previously requested list

1.1.3.1 SD stated will be included within the completed budget

1.1.4 Any changes?

1.1.4.1 FTE adjustments; all staff: 112 FTE/SD

1.1.4.2 Two additional adjustments; please note questions throughout presentation and we can address those at the end/SD

1.2 Pledge of Allegiance

1.3 Agenda Review / Approval/ Approved/ (no motions stated)

### 2.0 NEW BUSINESS

2.1 **2023/24 Budget Presentation 2.1/ Stacy Durych/ (SD)**

2.1.1 **Overview/ page by page../ “Please make notes and save your questions until the end.”/SD**

2.1.1.1 **Q/CM: Medicaid Fund: what is it? A/SD: Unknown; A/LD: Document drawn, sent to State of Oregon.**



- 2.1.1.2 Page 71: Preschool Fund explained/SD
- 2.1.1.3 Page 75/**Q/CM**: Payments w/ interest?
  - 2.1.1.3.1 **A/SD**: Bus loans
  - 2.1.1.3.2 **PERS** bond (PERS debt service fund; not allowed to pay it off to save interest)
  - 2.1.1.3.3 Page 15 (Page 77 projects) Facilities Project Fund money is Grant money – part of House Bill (yes)
  - 2.1.1.3.4 **Q/CM**: How did that balance go from \$250,000.00 to \$4,700,000.00?
    - 2.1.1.3.4.1 **A/SD**: Adopted from 2022/23, received funds, spent, new balance; balance was not carried over from 2021/22;
    - 2.1.1.3.4.2 **A/NG**: Cash balance that should have been carried forward, dropped out; budgeting error; should've been \$3,100,000.00 from last year; you are seeing more accurate reflection of your current cash balance; ~\$250,000.00 spent of the \$3.1M.
  - 2.1.1.3.5 Total salaries show decrease; not padding salaries, more accurate
    - 2.1.1.3.5.1 **Q/KW**: Why is the 2022/23 so much higher than 2021/22 – what happened last year?
      - 2.1.1.3.5.1.1.1 **A/SD**: Producing report/State of Oregon
  - 2.1.1.3.6 Need to add Paid Family Medical Leave expense/\$20,000.00; need to find a place to add in; newly established law; 06% by employee; .04% by employer/SD
  - 2.1.1.3.7 General Fund 1140 – Pre-kindergarten/no changes
  - 2.1.1.3.8 1250 Resource Room: reduced due to actual -vs- padding; to align with salaries and other expenses
  - 2.1.1.3.9 1271 Extended programs continued/no changes
  - 2.1.1.3.10 2115 Student Safety: Safety Officer; may not occur; ESD would implement, will not fund
  - 2.1.1.3.11 Legal Expenses increased
    - 2.1.1.3.11.1 Auditing increased
  - 2.1.1.3.12 Fiscal Services – error found – \$270,066.00 (\$1.00 off)/CM; rounding error/SD; **CL reminded floor: “Questions at the end – has a few.”**
  - 2.1.1.3.13 COVID fund
- 2.1.2 **Q/A SESSION:**
  - 2.1.2.1 **Q/??** Fiscal Year?
    - 2.1.2.1.1 **A/SD**: July 01 – June 30/ ODE requires budget adoption by: 06/30
  - 2.1.2.2 **Q/CL**: Music teacher is not showing at the HS, only Humbolt, why?
    - 2.1.2.2.1 **A: SD/LD**: Look at 1131 – HS; under middle school, page 20, music/Art \$43,000.00;
  - 2.1.2.3 **Q/CL**: Extended Programs – 1271, expenditures, nothing showing; did we drop those programs?
    - 2.1.2.3.1 **A: SD/LD**: We had a “Friday School, Summer School, Remedial”, State funds stopped, we hired a teacher. Summer school being paid for by SIA and HSS Grant money this year, allocated there. LD: Humbolt is starting to invite summer school students starting end of July and running 4 weeks at the Canyon City City Hall, has WI-FI, AC, as our facilities will be under construction. Chris visited Humbolt and wants to see the maintenance be completed; students voiced concerns during Chris’s visit and in writing presented to prior board meeting (13 letters). CHAT COMMENT 1: Looking forward to the new water



- 2.1.2.3.2 bottle filler machines; CC2: Devices also come with a water fountain feature. CL: During tour of Humbolt playground, bad shape; look at blue turf down at 7<sup>th</sup> Street Complex, ideal.
- 2.1.2.3.2.1 WATERCOOLER / BOTTLE FILLER MACHINES: 8 were ordered/ contractor was unable to store 8, but could store 4 and receive the other 4 later; a check was paid for all 8 to contractor/ contractor returned check to GSD3 office and wanted a replacement check for 4 units instead of 8/SD; FEMA Grant funds were utilized and now that we are ready to purchase the additional 4 units, the use of the FEMA Grant funds has expired. Will have to finding funding for the additional 4 units;/ LD
- 2.1.2.4 **Q/AC:** Could funds from the 400 Fund be used to cover the additional 4 units needed for Humbolt – Facilities Project Fund?
  - 2.1.2.4.1 **A/LD:** Yes it could be used; money is set aside for additional needs.
- 2.1.2.5 **Q/CL:** 2310 – Expenditures/ Dues and Fees: \$15,000.00 from \$9,200.00, what’s going on?
  - 2.1.2.5.1 **A/SD:**
- 2.1.2.6 **Q/CL:** 2520 Finger printing?
  - 2.1.2.6.1 **A/SD:** Billed through ESD.
- 2.1.2.7 **Q/CL:** Plant Operation and Maintenance/2540: Seneca \$40,000.00 – \$90,000.00?
  - 2.1.2.7.1 **A/SD:** Legal (Dues/Fees)
  - 2.1.2.7.2 **A/LD:** 1 staff person -vs- 2 accounted for the 2023/24 budget year
- 2.1.2.8 **Q/CL:** 2660 Technological Services/ \$9,000.00 last year for Seneca; \$0.00 2023/24 budget – any computers needed?
  - 2.1.2.8.1 **A/SD:** Once every 5 years
- 2.1.2.9 **Q/CL:** 6110 Operating Contingencies, no data prior?
  - 2.1.2.9.1 **A/SD:** 10% in reserves
- 2.1.2.10 **Q/CL:** Page 57 <text books...inaudible>
  - 2.1.2.10.1 **A/SD:** No reserves; same for prior; math books adopted; science books planned/ 23/24 budget/ money
- 2.1.2.11 **Q/CL:** Planned reserves, not money reserved last 2 years?
  - 2.1.2.11.1 **A/SD:** No; no data, maybe planned for differently.
- 2.1.2.12 **Q/CL:** Pre School Fund/page 71: How many teachers are you estimating for our preschool? How many students are you estimating for that?
  - 2.1.2.12.1 **A/SD:** 1 Director; 1 teacher; 2 aids; student count:
- 2.1.2.13 **Q/CR:** What more can we do to support TAG in our district?
  - 2.1.2.13.1 **A/LD:** TAG program required by State; each student identified in TAG will have an Individual Learning Plan (ILP); teacher/building driven; volunteers may be interested/CR;
- 2.1.2.14 **Q/CR:** We had a conversation with Sharon Flory/bus budget/ need to do more and make sure transportation has what they need; vans may not be the best solution
  - 2.1.2.14.1 **A/AG:** We would like to fill all bus driver positions; 2 openings
- 2.1.2.15 **Q/KW:** Comments; need to adopt (approve) budget tonight; proposed a supplemental budget meeting in July to continue clarifying entire budget and making adjustment to mis-entered line items; needed budget out sooner, but moving forward we need to work on getting things done;



- 2.1.2.16 **Q/JJ: How to we review budget, from budget -vs- actuals, or do we always go from a proposed budget to another budget?**
  - 2.1.2.16.1 **A/CM: Generally a place on the district board agenda every year, month, meeting for a financial report; once the budget is approved [by Budget Committee] our job is done, unless there is as supplemental budget meeting; you [JJ] can ask for budget documents from the district office; info will be available/LD;**
  - 2.1.2.16.2 **A/MC: In agreement with KW + AC; JB; JT;**
- 2.1.2.17 **MOTION TO ADD FUTURE SUPPLEMENTAL BUDGET COMMITTEE MEETING IN JULY 2023 (TBA)/CM**
  - 2.1.2.17.1 **M: CL ; S: MC ; unanimous**
- 2.1.2.18 **MOTION TO APPROVE 2023/2024 BUDGET FOR GSD3**
  - 2.1.2.18.1 **KW/??; unanimous**
- 2.1.2.19 **RESOLUTION – ORS: 294.456(1)**

- 2.2 Expenditures Power Point Presentation/ Nick Green
  - 2.2.1 Summarized timing remaining on ESSR Funds and grants expiration understanding; SD and I [Nick Greene] will be working through the lines items with SD
- 2.3 2023/24 Budget Approval/ Tax Rate Approval: (\$687,563.00): **CL-??/KW; unanimous**

**3.0 FUTURE CALENDAR DATES – 2023**

- 3.1 June 21 – 7:00PM Board Meeting + 2023 / 2024 Budget Meeting 2/ Approval Session
- 3.2 June 27 – 6:00PM (Optional Budget Meeting if approval of 2023/24 Budget remains pending)
- 3.3 June 28 – 6:00PM Board Members Training Session/OSBA
- 3.4 June 29 – 6:00PM Special Session Board Meeting/Budget Adoption
- 3.5 July 2023 (TBA) / Swearing in New Board Members
- 3.6 August 16 – 7:00PM Board Meeting

**4.0 — GOOD OF THE ORDER:**

**5.0 Move to Adjourn: Motion: CM second: AG Unanimous: YES**

**6.0 ADJOURNED: <no time stated> PM**

**CLOSING STATEMENT:** These Minutes were drawn by reviewing a 02:17:00 Zoom recording of this 06/21/2023 Budget Committee Meeting 2.1 in its entirety, on June 22, 2023, by: Janet Myers, Board Secretary

Board Packet posted on district web site at: <https://www.grantschooldistrict.org/schoolboard>

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Board of Directors:

# Grant School District No. 3

## PLEASE SIGN IN

### BUDGET COMMITTEE MEETING

District Office Board Room

DATE: 06/21/2023 TIME: to 5:30 PM

CHECK HERE if you wish to address the Board during Public Forum.

(3- Minute Limit)

NAME (please print)

TOWN REPRESENTING

<input type="checkbox"/>	NAME (please print)	TOWN REPRESENTING
<input type="checkbox"/>	Nick Green	Catalyst
<input type="checkbox"/>	Levana James	
<input type="checkbox"/>	W Ice Bledsoe	
<input type="checkbox"/>	Justin Davis	BME
<input type="checkbox"/>	M.T. ANDERSON	
<input type="checkbox"/>	Kitman Kienzle	
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