



Greater Albany Public School District 8J
718 Seventh Avenue SW
Albany, Oregon 97321-2399
Maria Delapoer, Superintendent

Budget Committee Meeting

November 1, 2011

7:00 p.m.

MINUTES

CALL MEETING TO ORDER

Board Chair Sandi Gordon called the November 1, 2011, Budget Committee Meeting to order at 7:00 p.m.

Present were:

Sandi Gordon	Board Chair
Frank Bricker	Budget Committee Member
John Ewing	Budget Committee Member
Julie Jones	Budget Committee Member
Doug Marteeny	Budget Committee Member
Chris Norman	Budget Committee Member
Will Summers	Budget Committee Member
Lyle Utt	Budget Committee Member
Maria Delapoer	Superintendent
Russell Allen	Director of Business
Kent Hunsaker	COSA Guest Speaker

Budget Committee Members Bill O'Bryan and Jerry Boehme made previous arrangements to be absent from the meeting. A list of others present at the meeting is attached to the original minutes.

PLEDGE OF ALLEGIANCE

Ms. Gordon led those present in the Pledge of Allegiance.

BUDGET COMMITTEE OPERATIONAL TASKS

1. Ms. Gordon addressed the Committee and audience thanking them for being part of the meeting. She explained that on June 30, 2011 there were two Budget Committee terms that expired and another was vacated when Lyle Utt was voted onto the Board. She shared that the district accepted applications from individuals who were interested in serving on the Budget Committee. There were eight (8) applications received. Ms. Gordon reported that prior to the October 24, 2011 board meeting, the board and staff sat through informal interviews with each of the candidates. At the Board meeting the Board chose three individuals to fill the empty positions. She then introduced Chris Norman, Will Summers, and John Ewing. Ms. Gordon explained that Mr. Summers and Mr. Ewing are both returning Budget Committee Members and Mr. Norman is the newest Budget Committee Member. She shared that Mr. Norman and Mr. Summers have each been appointed to 3-year terms and Mr. Ewing has been appointed to fill the remainder of Lyle Utt's term which ends June 30, 2012.

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2. Ms. Gordon then asked for nominations from the Committee for Budget Committee Chair. Committee Member Frank Bricker nominated Will Summers to Chair this year's Committee. Ms. Gordon asked if there were any more nominations. There were none. She asked for a vote of the Committee. **NOMINATION CARRIED UNANIMOUSLY.** Mr. Bricker and Mr. Summers traded places for the remainder of the meeting.
3. Mr. Summers took over the meeting and asked if everyone had an opportunity to review the minutes from the May 25, 2011, meeting. He then asked if there were any questions or corrections. There were none. Mr. Summers asked for a motion to adopt the minutes. Mr. Ewing made a motion to adopt the minutes as presented. **MOTION CARRIED UNANIMOUSLY.**
4. Mr. Summers then proceeded to establishing meeting times. He explained that in the past the meetings began at 7:00 p.m. and ended at 9:00.p.m. He asked if there was any discussion or recommendation for new times. There were none. Mr. Summers added that in the past to extend a meeting it was the custom to increase the meeting in 15 minute increments by motion of a Committee Member and voted on by the Committee Members present. He then asked for discussion. There was none. Mr. Bricker made a motion to keep the beginning and ending times as in the past along with extending the meeting by 15 minute increments by motion and vote. **MOTION CARRIED UNANIMOUSLY.**

LONG-RANGE PLANNING DISCUSSION

General Fund/Lottery Spending by Major Program Area

Ms. Delapoe introduced Mr. Kent Hunsaker who retired as the Superintendent of Bethel School District and teaches classes at University of Oregon for some of our own administrative candidates and recently retired as the Executive Director of COSA. She stated that Mr. Hunsaker is here helping to facilitate discussion on long-range planning.

Mr. Hunsaker began by stating that it has been a pleasure so far to work with the District's staff and was looking forward to a lively discussion this evening on long-range planning. He explained that the discussion would be spent on reviewing categories by area, then prioritizing those categories and comparing them to how the administrators prioritized them. Mr. Hunsaker commented that after the discussion, each committee member would be asked to volunteer to participate in a subcommittee corresponding to the categories discussed.

As Director of Business Russell Allen passed out a financial update chart, Mr. Hunsaker shared that he would have the Committee discussion and then ask the audience for their input. Mr. Hunsaker reviewed the handout for the Committee. He stated that is was really good information although it has a lot of numbers, it shows how the legislature has allocated funding over a 10-year period and compares what education has done compared to everything else in the state. Mr. Hunsaker pointed out that there has been more money shifted to public safety and human services over the last 10 years as a percentage of the state budget. He emphasized that the shift is for good reason and the needs for both those areas are well known. He explained that as the electorate passes mandatory sentencing, it causes the system to have to build and staff more prisons. In the case of human services the needs there are well known and the federal match depends upon

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that the state provides so more funds had to be allocated to that area. Mr. Hunsaker mentioned that at the bottom of the page it shows how the percentages have changed over time. He pointed out that the last biennium was the first time that education has maintained their share of the money. He shared that this chart was used for lobbying this last year, not only to maintain but to increase the budget for education. He felt it was a good tool to use to inform legislature about what has been happening and to highlight the problems education has faced.

GAPS Financial Update

Mr. Allen presented a PowerPoint presentation which provided information on the “85/15 Rule” and how it was looked at in the past compared to present. He explained that in the past the 85/15 rule meant that at least 15 percent of the budget was to be used for non-staff needs. This would include facility maintenance and improvements, textbooks and instructional materials, and major equipment purchases. The 15 percent used to be based on the total budget including the contingency as opposed to actual expenditures. Mr. Allen explained that as more funds were set aside in contingency the district had to look at the amount budgeted for expenditure rather than the whole budget which increased the percentage for salary and benefits. He stated that as the recession hit and as we tried to keep staff in the classroom the salaries and benefits portion spiked.

Mr. Allen reported that the last state economic forecast was released August 26, 2011. It showed the 2011-13 General Fund down \$199 million which the state is anticipating covering with state reserves. Declines are also expected in 2013-15; 2015-17; and 2017-19 biennium. The next forecast is November 17, 2011 with further downward projections anticipated.

Mr. Allen reported that two contracts have been settled to date with labor savings. He stated that there was a 40% increase for PERS on July 1, 2011 and was up 8 percentage points which results in a \$2.7 million cost annually. He stated that he expects an additional increase on July 1, 2013. Mr. Allen pointed out that the biggest driver for the district’s budget is the State School Fund. He also commented that current enrollment projections show a gradual decline. This is also a concern. Discussion ensued.

Long-Range Planning Topics of Discussion

Ms. Delapoer handed out a list of topics for discussion. She stated that this is a list of general topics that the district needs to be kept aware of. She shared that it was not a complete list but a good start on a lot of areas that cost the district money. She stated that it is meant for a springboard for discussion later. Ms. Delapoer referred to the handout and reviewed the six areas of discussion: Operations and Facility Issues; Instructional Materials, Equipment and Curricular Needs; Program Improvements; Staffing of Schools; Support for Students; and Legislative Advocacy. Discussion ensued.

Discussion

Mr. Hunsaker commented that the meeting was approximately 15 minutes behind schedule but he would try to pick up time as the discussion moved along. He stated that the plan was to have discussion around each of the categories which will help as the district moves into the budget process. He shared that if this list was compared to other districts would be very similar. In general there is a lack of support for students across the state along with facility needs in most districts not just Albany.

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Mr. Hunsaker stated that there will be a few minutes provided for discussion on each category; he divided the Committee into three groups to discuss what items need to be emphasized which will ultimately help in the prioritization process. Group 1 was John Ewing, Doug Marteeny, Julie Jones, and Helen Jacobs; Group 2 was Will Summers, Sandi Gordon, and Chris Norman; and Group 3 was Lyle Utt, Frank Bricker, and Cheryl Hultberg.

The subgroups broke out to discuss each topic.

1. Operations and Facility Issues. Ninety seconds were given for discussion. Mr. Hunsaker asked for responses from each group as to what was their most important item. Each group responded one item each time Mr. Hunsaker went around the room for responses.

Group 1	Group 2	Group 3
<ul style="list-style-type: none">• Maintenance of Buildings• Don't lose bond investments• Invest in Wells, Solar Panels• Bus/Large Purchases• Hold on to what we have	<ul style="list-style-type: none">• Full-day kindergarten/space concerns• Buses/boilers/capital intensive purchases	<ul style="list-style-type: none">• Maintenance needs to be kept without interruption to education.• Buses/boilers/capital investments are necessary to continue.

Mr. Hunsaker asked if the audience had any input. There was none. Mr. Hunsaker commented that maintenance issues are large and sometimes can be handled through bond issues, volunteerism, and community support. These are ideas and issues that the Subcommittee would consider.

2. Instructional Materials, Building non-Staff and Textbooks. Two minutes were given for discussion. Mr. Hunsaker began with Group 2 this time and again asked each group for a response item each time he went around the room.

Group 2	Group 3	Group 1
<ul style="list-style-type: none">• Curriculum, Literacy and Math• Lack of textbooks• Compliance compared to expenditure and mitigation• Donations to teachers• Challenge Community for donations	<ul style="list-style-type: none">• Textbooks and Math• Technology support so teachers can learn to use the tools and continue to work with new media	<ul style="list-style-type: none">• Expanding on-line Instruction, a good tool for struggling students• Supplies• Some teachers are doing well using materials copied from a master

Mr. Hunsaker asked if the audience had any input. Ms. Kaye Berg asked what direction the high schools were heading in relation to the use of iPads. She commented that electronics are the way of the future and should be considered. Mr. Hunsaker added that technology and the engagement of students need to be explored.

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3. Program Improvements. Two minutes were given for discussion. Mr. Hunsaker began with Group 3 this time and again asked each group for a response item each time he went around the room.

Group 3	Group 1	Group 2
<ul style="list-style-type: none"> All-day kindergarten and class sizes to a manageable level. Build community partners to help with expansion of elective programs and vocational opportunities. 	<ul style="list-style-type: none"> Dealing with the mandate of all-day kindergarten Making sure students have opportunities for extra-curricular activities Opportunities where local jobs can benefit from graduates in program 	<ul style="list-style-type: none"> Access to extra-curricular activities. Early learning partnerships with hospital and preschools. Spend time getting students caught up.

Mr. Hunsaker commented that studies had been done where there is a correlation between GPA and the number of activities students were involved in. The more activities the better the student's GPA to a point. He added that the earlier the interventions with younger students, the less expensive it is and the greater payoff overall. Mr. Hunsaker asked if the audience had any input. Rich Catlain added more TAG opportunities for students.

4. Staffing of Schools. Two minutes were given for discussion. Mr. Hunsaker began with Group 1 this time and again asked each group for a response item each time he went around the room.

Group 1	Group 2	Group 3
<ul style="list-style-type: none"> Improve student to teacher ratios. Improve the number of classified EAs and teachers. 	<ul style="list-style-type: none"> Improve ratios Address kinder sizes Address stress associated with overflowing classrooms Administrator to student ratio is one of the lowest. Professional development is a must. Can't expect staff to implement new textbook adoptions without training. 	<ul style="list-style-type: none"> Combine Teachers and EAs; without support staff the current model of education will not work. Reduce class sizes in K-2.

Mr. Hunsaker commented that research shows that investments on employees need to be done to help make things more manageable. Mr. Hunsaker asked if the audience had any input. There was none.

5. Support for Students. Two minutes were given for discussion. Mr. Hunsaker began with Group 2 this time and again asked each group for a response item each time he went around the room.

Group 2	Group 3	Group 1
<ul style="list-style-type: none"> Discussions about interventions for at-risk students, Special Ed, and TAG. Safety especially in on-line media. 	<ul style="list-style-type: none"> Extension of educational time Be sure needs are met Safety and supervision especially since there are fewer adults to supervise. 	<ul style="list-style-type: none"> Safety and supervision; more students are supervised by fewer teachers which results in a large concern.

Mr. Hunsaker asked if the audience had any input. Special Programs Director Ryan Mattingly commented that investment in training and implementing systems intended to catch and address potential barriers to achievement early is essential or we will end up spending more money less

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effectively on future remediation. Some examples include investing in PBIS to teach and encourage positive behavior early so that we prevent larger expenditures on consequence and supervision-related costs in the future (1:1 SEAs, behavior classrooms etc.), investment in academic interventions (particularly in reading and language/communication) for students in the primary grades who began school with less developed academic skills will reduce Special Education referrals and the likely need for expensive services later in school.

6. Advocacy. Two minutes were given for discussion. Mr. Hunsaker began with Group 3 this time and again asked each group for a response item each time he went around the room.

Group 3	Group 1	Group 2
<ul style="list-style-type: none">• Importance for legislature to hear stories about classrooms and district needs from teachers, parents, and Board Members• Legislature needs to hear from education as to what is needed and what is important.	<ul style="list-style-type: none">• Advocacy comes from citizens themselves• Education is necessary through forums, parent clubs, etc to get citizens to join in.	<ul style="list-style-type: none">• Discussion on advocacy is not a luxury but a necessity.• Connection with legislature at the state level is important to keep the issues in front of them.

Mr. Hunsaker asked if the audience had any input. There was none. Mr. Hunsaker thanked everyone for participating. He stated that by using this model everyone had an opportunity to talk and without it there might not have been as much discussion.

PRIORITIZATION FOR FURTHER STUDY/ADMINISTRATOR SURVEY RESULTS

Mr. Hunsaker then asked the group to move forward to prioritizing the areas to help with the long-range planning on these topics for discussion. Technology Coach Tim Haag made sure each committee member had a small computer in place to take the survey. Mr. Hunsaker instructed the committee to go through each question on their computer and prioritize the items under each category. He walked the group slowly through the questionnaire allowing them time to mark their choices. When everyone had completed the questionnaire, Mr. Haag brought up the results. Ms. Delapoer passed out copies of the results of the survey that the Administrators had taken just a few days before. She pointed out that the Administrators' highest priority was the staffing of schools. This happened to be the same top priority of the Committee. Ms. Delapoer went through the Committee's results and compared them to the results of the Administrators survey. She stated that they were not vastly different and that a copy of the Committee's results would be printed off and sent out to the Committee for comparison. Mr. Summers asked for a result of the District Leadership team's responses also for comparison purposes.

NEXT STEPS

Board Chair Sandi Gordon stated that the Board is looking for input to help bring about solutions so they would like to see a subgroup put together in each of the topic areas. Ideally there would be one Board Member, and one Budget Committee Member on each subgroup along with individuals from the public, parent clubs, and the schools to have discussions and come up with some ideas for each area. She added that each group would need to get together for discussion and appoint a person for Board access. The subgroup report would consist of the current status, long-term consequences of current allocation levels; recommendations for improvements to help achieve the accountability plan goals and to find potential

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sources of funding and/or community support. Ms. Gordon stated that the subgroups would be asked for their creative solutions to be brought back to the Board at their December 12 meeting.

At 8:53 p.m. Mr. Ewing made a motion to extend the Budget Committee Meeting for 15 minutes.

MOTION CARRIED UNANIMOUSLY.

Ms. Delapoer marked a chart pack as the Committee took turns giving their first and second choices for the subgroups they would like to serve on. The initial results were:

Operations and Facility Issues	Lyle Utt Chris Norman	Will Summers John Ewing
Instructional Materials, Building non-Staff and Textbooks	Cheryl Hultberg Will Summers	Chris Norman Kay Berg
Program Improvements	Cheryl Hultberg John Ewing	Sandi Gordon Julie Jones
Staffing at Schools	Helen Jacobs Doug Marteeny	Frank Bricker
Support for Students	Helen Jacobs Sandi Gordon	Frank Bricker Julie Jones
Advocacy	Lyle Utt Kaye Berg	Doug Marteeny Bill O'Bryan

Ms. Delapoer commented that she would add Jerry Boehme and others to the list throughout the next week to fill out and adjust the subgroups.

BUDGET CALENDAR

Mr. Summers went on to the Budget Calendar. Ms. Gordon commented that there were no changes necessary. Mr. Norman made a motion to keep the Budget Calendar as proposed. **MOTION CARRIED UNANIMOUSLY.**

QUESTIONS FROM THE PUBLIC

Mr. Summers asked if there were any questions from the public. There were none.

BUDGET COMMITTEE REQUESTS FOR INFORMATION

Mr. Summers asked if there were any requests for information from the Budget Committee. There were none.

Mr. Summers asked if there was anything else for the good of the order. Mr. Bricker commented that in the past the Budget Committee had goal discussions each fall. He asked if the committee was assuming the goals from last year or if the concept was being dropped. Mr. Allen commented that last year the Budget Committee talked about the goals and essentially merged their goals with the District Accountability plan and therefore there seemed to be no need to have Budget Committee Goals outside of the Accountability Plan. Ms. Delapoer added that some language from the Budget committee goals was included verbatim into

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the Accountability Plan. Mr. Summers asked if everyone had an opportunity to review the Accountability Plan that had been included in the Budget Committee Packet. He asked if this was acceptable to the committee or if there were any problems. There were no responses. Mr. Summers then stated that he would entertain a motion to accept the District Accountability Plan as the Goals for the Budget Committee. Mr. Marteeny made a motion to accept the District Accountability Plan as the Goals for the Budget Committee. **MOTION CARRIED UNANIMOUSLY.**

Mr. Norman asked to clarify that the December 12 meeting is for a written presentation to the Board. Ms. Delapoer stated that a copy of questions will be sent out to help each sub-committee respond to the Board's request. Mr. Summers suggested that the Board Member on each committee take the lead and get the subcommittee meeting going. Mr. Allen pointed out that the meetings might fall into a category of Board appointed committees and there are open meeting laws and meeting minute requirements to consider. Ms. Gordon invited everyone to show up at the December 12 Board Meeting so show their support to the process.

ADJOURN

Mr. Summers adjourned the meeting at 9:12 p.m.

Doug Marteeny, Committee Chair

Recorded by Kathie Caldwell-Sullivan