

BUDGET COMMITTEE MEETING #1
LAKE COUNTY SCHOOL DISTRICT 7
LAKE COUNTY, OREGON

Present: Pete Schreder
Darryl Anderson (not present)
Desi Zamudio
Stefani Roseberry
Dustin Gustaveson
Barry Shullanberger (not present)
Aimee Kintzley (not present)
Ann Crumrine
Teresa Decker
Nancy Albertson
Sean Gallagher, Superintendent
Janet Melsness, Business Manager
Rebecca Hargis, Executive Secretary
Ex-Officio: Will Cahill, Steve Prock, Jesse Hamilton
Guests: Ruth Ann Meize, Robert Meize, Kurt Liedtke

6:08 PM Budget Committee meeting opened.

1. Elect Chairperson

Presenter: JANET MELSNESS

Melsness stated that a chair needs to be elected for 2015-16.

Teresa Decker moved and Stefani Roseberry seconded the motion to approve Ann Crumrine as the Chairperson for the 2015-16 Budget Committee. The motion passed unanimously.

2. Operating Procedures

Presenter: CHAIR

2. 1. A quorum of six budget committee members must be present to conduct the business of the budget committee
2. 2. Any member may call for a "straw vote" to include, adjust, or delete items or amount of money from the proposed budget. The majority of votes will decide the action taken.
2. 3. All committee members are encouraged to request additional information or to give opinion on any item.
2. 4. Salaries (Object 100) and benefits (Object 200) are the responsibility of the Board of

Directors and are subject to ratified collective bargaining agreements.
Ann Crumrine read the operating procedures to those present. There were no questions.

3. Superintendent Budget Message

Presenter: SUPERINTENDENT

Sean Gallagher read the Superintendent budget message. He noted that we may have cut back in the district during the recession, but we were able to hold on to most of our staffing and programs. This places our district in a strong position to build back rather than start over and re-build from scratch, as other districts around the state are currently doing.

4. Achievement Compact

Presenter: SUPERINTENDENT

Sean Gallagher stated that by state law we have to include the achievement compact in our budget process. The 2015-16 achievement compact is included in the packet. This is data that the building principals evaluate every year. They look at the classes and can customize it based on those individual students. This information is actively utilized for goal setting and planning purposes.

5. Report Card

Presenter: SUPERINTENDENT

Gallagher took attendees through the highlights of the Lake County School District #7 report card. He noted that the report card is not just benchmark data, it is based on growth. There were no questions.

6. Fund 100 - Revenue & Expenditures

Presenter: JANET MELSNESS

Melsness reviewed Fund 100 revenue first. Gallagher advised the attendees that this year is a 50/50 split rather than a 49/51 split. The school support fund encompasses full day kindergarten plus the 10 students for the Advanced Diploma Program (ADP). This brings us to a total of \$4.852 million this year as well as 2016-17, unless there is a change in ADM. Melsness advised the attendees that the expenditures are broke down by schools.

Union School: Salary for the additional certified teacher that was recently board approved is included in this budget. Durable supplies were budgeted at \$6,700 this year for classrooms desks. We are anticipating an 8% increase in our insurance. Printing increased due to the Engage New York mathematics supplemental curriculum that needed to be printed.

Fremont/AD Hay: Cahill noted that other than mathematics (Engage New York printing) and technology, everything is status quo. There is an increase in technology due to multiple requests from teachers for smartboards and other innovative items to increase technology in 5th and 6th grade. Cahill noted that the \$7,500 may not be spent for the ELL adoption due to some issues at the state level at this time. There is an increase in travel due to an

increased demand for professional development in a few programs. John Roberts has requested an increase of \$2,500 for fund 322 – Repair and Maintenance, Cahill agreed with that request. Cahill noted that 410 – Consumable Supplies are missing from Art, Melsness will add for next meeting. There will be a small bump in kindergarten due to the additional teacher and full day kindergarten students.

Daly Middle School (DMS): Hamilton noted an increase in out of district travel for the AVID program. Melsness stated that it will appear that we are over in AVID and that is due to the timing of the payments. The first and second year were paid out of the same fiscal year. Prock noted they are pretty status quo with the exception of some rollup costs. 640 - Dues and Fees is budgeted at \$3,800, Melsness stated that she will move this line item to 2210 as it relates to AVID. The increase of salary in language arts is due to a 0.67 position increasing to a 1.0 FTE. The increase in mathematics budget is for travel out of district is for the advanced middle school mathematics field trip.

Lakeview High School (LHS): There are additional new certified teachers included in this budget. The Alternative Education budget decreased for 2015-16. Melsness would like to increase the Repair and Maintenance budget another \$2,500 to \$12,500 for some projects that John Roberts has planned. Melsness plans to take the funds left in the towel fund and transfer them to the general fund and close it out. There is one additional employee in the Social Studies budget. The funds in textbook are to finish the Social Studies textbook adoption as they only purchased classroom copies previously. The extra duty contract for Band/Choir needs to be split between both subareas. Home Economics is increasing one additional class due to student demand. This will also increase the supplies as well. Business and Management budgeted \$7,940 in 420 – textbooks for additional textbooks.

District Office: In Executive Administration Services the travel stayed at \$1,000 to accommodate training for the Executive Secretary as she is still in the first year of the position and possible training for the Board (Summer Conference). The increase in FTE is due to moving the Receptionist position from Fiscal Services to Executive Administration Services. Gallagher recommended an increase in out of district travel to at least \$6,000 for the Superintendent and the group agreed. The increase in Staff Services is for the recruitment organization for the new Superintendent and recruitment of teachers (which includes attending job fairs).

District Wide: Roseberry expressed an interest in doing something to assist substitutes with completing professional development needed for licensure. Melsness and Hargis will look into the option of paying subs for their time attending professional development (with a cap per sub/per year) to see if this is feasible. The decrease in 2550 - Student Transportation is due to employing a mechanic onsite, he has been able to stay ahead of possible breakdowns which have helped tremendously. The change in 2660 – Technology Services is due to increasing Shauna Alexander’s position from 0.5 FTE in technology to 1.0 FTE. Under Special Education, 382 – Legal Services was increased due to an increased need

in the district.

7. **Fund 240 - Revenue & Expenditures**
Presenter: JANET MELSNESS
8. **Fund 250**
Presenter: JANET MELSNESS
9. **Fund 260 - Revenue & Expenditures**
Presenter: JANET MELSNESS
10. **Fund 299 - Revenue & Expenditures**
Presenter: JANET MELSNESS
11. **Fund 450 - Revenue & Expenditures**
Presenter: JANET MELSNESS
12. **Public Input & Discussion**
Presenter: CHAIR
13. **Next Budget Committee Meeting - Monday, May 18, 2015 at 6:00 PM at the DMS Board Room**
Presenter: JANET MELSNESS
14. **Adjourn**
Presenter: CHAIR

9:08 PM **Budget Committee meeting adjourned.**



Budget Committee Chair



Superintendent