BUDGET COMMITTEE MEETING
MINUTES
Monday May 22, 2017 7:00 p.m.
Pleasant Hill Community Center

1.0 CALL TO ORDER
The meeting of the Pleasant Hill School Budget Committee was called to order by Chair Kevin Parrish at 7:02 p.m. in accordance with the public notice of this meeting. Budget Committee Members in attendance were: Jeff Bernardo, Gary Shearer, Joyce Weaver, Jessica Crawford, Chuck Spies, Kevin Parrish, Curt Offenbacher, Wylda Cafferata, John Oldham and Barbara Orre. Also in attendance were Tony Scurto, Superintendent; Sheri Longobardo, Business Manager; and Becky Johnson, Board Secretary.

2.0 NOMINATION AND ELECTION OF OFFICERS
Joyce Weaver nominated Gary Shearer as Budget Committee Chair. Wylda Cafferata seconded the motion. The motion passed unanimously.

Wylda Cafferata nominated Joyce Weaver as Budget Committee Vice-Chair. Jessica Crawford seconded the motion. The motion passed unanimously.

3.0 2017-18 BUDGET MESSAGE
Superintendent, Tony Scurto read the Budget Message for the Committee. Refer to the 2017-2018 Proposed Budget Document for the verbatim Budget Message.

4.0 REVIEW GENERAL FUND BUDGET AND OTHER FUND BUDGETS
Sheri Longobardo, Business Manager, reviewed a summary of the 2017-2018 Proposed Budget Document with the Committee. A summary of the questions discussed follows:

Could you explain why Title IIA funds are going back into the General fund? Title IIA funds as we formerly used them were based on class size reduction. Our kindergarten class sizes qualified under previous Title IIA guidelines, but since it has become more restrictive we had to redirect the funds. Currently funds are being used to help cover the cost of Instructional Coordinators and for professional development activities as the grant allows.

Why are the majority of reserves held in the Unappropriated Ending Fund Balance (UFEB), which are not readily available to use, instead of the contingency fund? Superintendent Scurto explained that it has been an administration philosophy to set aside part of the funds for future needs beyond the budget year. We believe that reserve accounts are large enough to cover unforeseen circumstances in this budget year.
Does the State require a specific amount in the General Fund? No, but it is recommended that the General Fund ending fund balance is equivalent to two months of operating expenses.

Will the building technology instructional coordinators integrate the eliminated technology coach duties into their roles? The technology coach position is separate from the technology instructional coordinators. The coaching position focused on staff professional development. The building technology coordinators will assist where they can, but their primary responsibilities will be to update and assist on instructional technology related items.

What is considered to be a reasonable class size? At the elementary we consider a large class size to be 30 students. The budget estimations are made on a class size of 24 students at the elementary level. Our middle and high school class sizes vary.

If the State budget comes in higher will we reinstate the technology coach position? Also, what do you think funds should be used for if they become available? Superintendent Scurto said that at this time we are not planning on reinstating the technology coach position, but it is possible to add back should more money be available. If funds become available we would like to get back to levels prior to Measure 5. More specific thoughts on how to use additional funds would be to hire a high school science teacher, reduce fees for elective classes and CTE programs as we are unsure of funding from Measure 98. Kevin Parrish added that he feels it is important that we all understand the PERS impact and that it is just the beginning. Currently we are paying $200,000 out of the budget into a PERS system that has $22 billion unfunded. He believes that PERS is only going to become worse in the next few years.

If the technology coach is going to return to the classroom, why do we need another teacher? We have a licensed position at the elementary due to a retirement.

Why is there a significant change in the IDEA grant? We were out of balance last year and are now working on showing the required Maintenance of Effort in order to use more of the grant.

Could speech therapy be paid for by the IDEA grant? We will follow up and provide the committee with an answer before the next meeting.

Why is there a significant increase to Special Revenue Fund 200 Function 1920, Contributions/Donations Private Sources? The majority is from a grant to help implement a food science program at the high school.

Last year we decided to hire an in-house Speech Therapist rather than purchasing speech therapy services from Lane ESD. How much are we still spending on services from Lane ESD? We currently use all of our flex dollars and purchase additional services. We will provide the committee with the exact dollar amount before the next meeting.

Where do I find the funds designated for the School Health Advisory Committee (SHAC)? We will follow up and provide the committee with an answer before the next meeting.
Further questions or request may be emailed to Sheri Longobardo and Tony Scurto by the end of the day on Wednesday, May 31, 2017.

5.0 FUTURE BUDGET MEETINGS (held in the Pleasant Hill Community Center)

- Board & Budget Committee Meeting, June 5, 2017 7:00 p.m.
- Budget Committee Meeting (if needed), June 12, 2017, 7:00 p.m.
- Board Meeting - Budget Hearing & Adoption, June 26, 2017 7:00 p.m.

6.0 OTHER
No other comments were made.

7.0 ADJOURNMENT – 8:05 p.m.

Signed: Gary Shearer on this 5th day of June, 2017

Gary Shearer, Budget Committee Chair