



Jefferson County School District 509-J

Monday, May 13, 2024

1st JCSD 509J 2024-2025 Budget Committee Meeting

Hybrid: In-person and Electronic Meeting via Zoom

MEETING LOCATION:

JCSD 509J – SSB Board Room, 445 SE Buff Street, Madras, OR 97741

[ACCESS ZOOM MEETING HERE](#)

Phone +1 253 215 8782 US (Tacoma)

Meeting ID: 823 4985 2734 Passcode: 061466

2023-2024 Board of Directors:

Chair Kevin Richards, Vice-Chair Courtney Snead, Laurie Danzuka, Jacob Struck and Regina Mitchell

BUDGET COMMITTEE MEETING MINUTES

REFERENCE DOCUMENTS:

Proposed Budget 2024-2025 (190 pages) and Jefferson County School District 509J Budget Power-Point Presentation (17 pages), and independent attachment of emailed questions and answers (15 pages) presented by Superintendent Jay Mathisen and CFO Stacie Holmstrom.

CALL TO ORDER / PLEDGE OF ALLEGIANCE

Board Chair Kevin Richards called the budget committee meeting to order at 5:30pm followed by the Pledge of Allegiance. The Board Secretary noted budget committee member attendance for the record.

INTRODUCTIONS/ ATTENDANCE OF BUDGET COMMITTEE MEMBERS

P = Present (10) A = Absent (0) / (10) attended in-person, all others (0) attended *remotely via Zoom

JCSD 509J BUDGET COMMITTEE MEMBERS			
P	Laurie Danzuka, Position 1	P	Demus Martinez, Position 6
P	Regina Mitchell, Position 2	P	Sean Gallagher, Position 7
P	Jacob Struck, Position 3	P	Marissa Wilson, Position 8
P	Courtney Snead, Position 4	P	Melissa Irvine, Position 9
P	Kevin Richards, Position 5	p	Danni Katchia, Position 10

Board Chair Kevin Richards thanked the budget committee members for their attendance and willingness to serve; he directed them to the memo packet at their seats, of questions and answers provided by CFO Stacie Holmstrom and Superintendent Jay Mathisen.

Superintendent Jay Mathisen thanked the budget committee members for the questions they submitted via email and explained that it was helpful to have them submitted in advance in order to adequately address their questions and concerns prior to coming to the table for further review of the budget this evening.

ELECTION OF BUDGET COMMITTEE OFFICERS

Board Chair Kevin Richards called for nominations for budget committee officers – first, for Budget Committee Chair.

Courtney Snead nominated Melissa Irvine for Budget Committee Chair. Board Chair Richards confirmed that Melissa Irvine would accept the nomination and asked for any additional nominations. With no additional nominations for Budget Committee Chair, Board Chair Kevin Richards called for a vote. The vote was unanimous – **Approved 10/0.**

Budget Committee Chair Melissa Irvine presided over the budget committee meeting.

Budget Committee Chair Melissa Irvine nominated Sean Gallagher for Vice-Chair of the budget committee; with no other nominations she called for a vote. The vote was unanimous – **Approved 10/0.**

PRESENTATION OF BUDGET MESSAGE

Superintendent Jay Mathisen directed committee members to page 1 of the budget document and he read the 2024-2025 proposed budget message that included: budget priorities, challenges, contingency and ending fund balance and a closing statement - *“It is our aim to steward resources wisely so that students in schools both today and for years to come in 509J have an educational experience defined by 1) Students Flourish Here, 2) We Care For Each Other, and 3) Better Every Day.”*

Budget Committee Chair Melissa Irvine introduced CFO Stacie Holmstrom who attended remotely (via Zoom) to present the proposed 2024-2025 budget document.

PRESENTATION OF BUDGET DOCUMENT

CFO Stacie Holmstrom shared her screen and Superintendent Jay Mathisen explained the JCSD 509J Strategic Path Forward, 2022-2027 (one-page document reflected on page 7 of the proposed budget) in detail, the goals for the evening, priorities and challenges.

CFO Stacie Holmstrom explained the budget assumptions - revenue:

- State School Fund is our largest revenue source. We have budgeted at the current expected allowance of \$10.2b at that level we should receive \$30.7m and the formula will allow us \$35.6m.

- Enrollment is projected to be down – we are projecting enrollment of 2670. As you can see in the document that reflects a continuing decline.
- ESSER III ends September 2024.

CFO Stacie Holmstrom explained the budget assumptions – expenditures:

- Increase in Personnel Costs.
- Assumes a COLA increase of 3.25% for certified and classified.
- Insurance cap increase of \$25 for 24-25.
- Anticipating an increase in food, water, fuel, lumber, delivery and service costs.

CFO Stacie Holmstrom explained the General Fund staffing costs:

- 75.8% of the General Fund are allocated to Staffing.
- 55.9% of the Special Revenue Funds are allocated to Staffing.

CFO Stacie Holmstrom explained the balances in sub funds reflected on page 32 of the budget document and explained Impact Aid.

- Impact Aid is federal funding allocated in lieu of property taxes for those living on federally designated land.
- 24-25 Proposed \$3.5m
- Visible Investments in the form of:
 - WSK8 significantly higher per pupil funding.
 - Smaller class sizes.
 - Rich and robust CTE and elective opportunities.
 - High levels of professional support staff in schools.
 - Focused recruitment and retention efforts.

CFO Stacie Holmstrom explained the special revenue funds for High School Success Rules/Requirements:

- Improve student progress toward graduation beginning in Grade 9.
- Increase graduation rate.
- Improve High School Graduates readiness for college and career.

Plans:

- 3 – CTE Teachers (Construction, Manufacturing, Natural Resources) - MHS
- 1 – CTE Teacher – BHS
- .5 MHS Student Success Coordinator
- 1 – Future Center Coordinator
- AVID District Director and Membership
- Summer Bridge Program
- Career Technical Education Supplies
- Counseling Software
- CTE Coordinator – contract

CFO Stacie Holmstrom summarized the 2024-2025 Proposed Budget:

General Fund (Total)	\$ 50,934,962
Debt Service Fund (Total)	\$ 7,097,934
Special Revenue (Total)	\$ 18,078,821
Capital Project Fund (Total)	\$ 15,500,000
Total APPROPRIATIONS (All funds)	\$ 91,611,717
Total Unappropriated & Reserve (General)	\$ 16,480,153
Total Unappropriated & Reserve (Special Revenue)	\$ 160,000
Total Unappropriated & Reserve (Debt Service)	\$ 0
TOTAL PROPOSED BUDGET:	<u>\$ 108,251,870</u>

CFO Stacie Holmstrom asked if there are any questions.

BUDGET COMMITTEE DELIBERATION

Budget Committee Chair Melissa Irvine requested that CFO Holmstrom summarize the questions that were submitted by committee members via email (refer to 15-page independent memo packet attachment) provided to board members at the commencement of the budget committee meeting .

Superintendent Mathisen directed budget committee members to page 40 of the budget document and thoroughly explained the general fund proposed budget and special revenue funds.

Assistant Superintendent Shay Mikalson explained the Student Investment Account funds.

Questions and/or comments were noted and addressed by CFO Holmstrom on the following topics:

- Appreciation for the time spent to respond to questions and the thorough explanations from Superintendent Mathisen and CFO Holmstrom.
- Page 26 – Budget Assumptions
- Page 29 – Resources and requirements by fund – all funds
- Combining special revenue funds/resources – a broken down reference would be helpful.
- Applaud the district for participating in the program for free and reduced lunches / meals free for all kids / huge impact.
- A suggestion for mapping out the shifts of revenue from year-to-year (where it started to where it is now) would be nice to see as things have changed (legislation, grants, ADM, etc.).
- Page 32 – General Sub Funds
- Page 107 – Special Revenue Funds
- Page 159 – Early Literacy Success
- Grants and staffing – the importance of not relying on unpredictable funding sources for staffing.

- OEA Wellness – the importance for recruitment and retention.

PUBLIC COMMENT

Comments, both written and phone-in will be subject to a three-minute limit per community member.

There were no comments submitted from the public.

Budget Committee Chair Irvine asked if there are additional questions or comments about the proposed budget before proceeding.

The following comments/questions were presented and discussed/addressed:

- Disparity in enrollment.
- Teachers with temporary licenses – being mindful of the follow-up.
- “Grow Your Own” program support and pathways for continued development.
- Bridges High School facility (post-COVID), maintaining and use of the facility.
- Use of Performing Arts Center (PAC) – hope for potential use for generating revenue; currently district funds the PAC and it is used often by the district by all schools in the district (professional development, performances, etc.).

Budget Committee Chair Irvine asked for individual thoughts on how the committee would like to proceed, if they are comfortable with approving the budget or if they prefer to recess and reconvene on May 20, 2024.

All budget committee members expressed that their questions and/or concerns were addressed either in the Q&A email packet or this proposed budget meeting, they would appreciate their suggestions being taken into account for future budget documents and overall feel that they would proceed with approving the budget this evening.

509J Board members presented a few comments/concerns:

- How critical State funding is to the landscape of our schools, if any budget committee members are interested in learning more and/or advocating for legislative support, it is recommended to get involved and/or follow the state legislative resources.
- Appreciation for staff listening to community members, and staff, about behavior challenges to look at the different strategies for working with these students and families in support of those working in the classrooms.
- As a board member, always nervous when we see decrease in funding and increase in expenditures – highly recommends keeping an eye on the ending fund balance as we proceed, very concerned about the challenges the next few years/the biennium will bring. Appreciates district leadership’s attentiveness to long-term fiscal responsibility.

APPROVAL AND RECOMMENDATION TO THE JCSD 509J BOARD OF DIRECTORS, OR RECESS

After hearing all comments by the budget committee, Budget Committee Chair Melissa called for a motion on the 2024-2025 proposed budget.

Kevin Richards made the following motion:

*I move that the Budget Committee of the Jefferson County School District 509-J approve the budget for the 2024-25 fiscal year in the amount of **\$108,251,870** and the permanent tax rate for the 2024-25 fiscal year at the rate of \$4.5871 per \$1,000 of assessed value for operating purposes in the General Fund (100) and in the amount of \$3,567,859 for the general obligation bond principal and interest in the Debt Service Funds (Funds 304 and 305).*

Budget Committee Chair Melissa Irvine requested that Kevin Richards please re-read the general obligation bond principal and interest in the debt service funds amount to confirm/clarify the amount for the record.

Kevin Richards repeated, the amount of \$3,567,859; Sean Gallagher seconded the motion. A vote was taken and motion passed unanimously - **APPROVED 10/0**.

1ST BUDGET COMMITTEE MEETING RECESS OR ADJOURNMENT

With no additional business, the Budget Committee Chair Melissa Irvine adjourned the budget committee meeting at 6:53pm.

Attest:


Tessa Bailey, Executive Assistant / Board Secretary


Stacie Holmstrom
Chief Financial Officer


Melissa Irvine
JCSD 509J Budget Committee Chair

6/13/24
Date

6/13/24
Date