



BUDGET COMMITTEE

Christy Perry, Superintendent

MINUTES

BUDGET COMMITTEE MEETING (Informal)

Introductory/Training Session for New Members

February 6, 2018

6 p.m.

Support Services Center, 2575 Commercial Street SE, Salem

1. CALL TO ORDER

a. Attendance

Present: Mark Bateman, Kathy Goss, Rachel Dewey-Thorsett, Kathleen Harder, Levi Herrera-Lopez, Adam Kohler, Paul Kylo, Jesse Lippold, Virginia Stapleton, Superintendent Perry

Absent: Marcia Atkinson, Sheronne Blasi, Jim Green, Marty Heyen, Chuck Lee

This meeting was an introductory session for new members, with the option for existing members to attend.

b. Introductions

2. MEETINGS OVERVIEW

Superintendent Perry gave a brief overview of what is entailed in budget committee meetings, noting meetings are coming up February 27 and March 20. Tonight's meeting was an overview of budget committee roles and responsibilities and an overview of the current budget document. The next two meetings will cover infrastructure and state-of-the-district reports. Meetings prior to the superintendent's budget message will not be about what is included in the 2018-19 budget as there are legal restrictions on that budget until the time when the superintendent delivers the budget message. These meetings will focus on this year's current, approved budget. The superintendent's budget message is scheduled for April 24, 2018.

3. BUDGET LAW AND BUDGET DEVELOPMENT PROCESS

Mr. Wolfe, chief operations officer, reviewed the memo to the budget committee, which outlines what sorts of things the committee can and cannot discuss prior to the superintendent's budget message. It also includes sources of information for the committee's review in learning Oregon rules and statutes for the budget committee.

Mr. Wolfe reviewed documents included the agenda packet: "History of General Fund" and "2018-19 Budget Development Process (2nd Year of Biennium)." He explained the timeline, building baseline budgets, etc.

4. ROLE OF THE BUDGET COMMITTEE

Mr. Wolfe continued to review the memo, which outlines duties of the budget committee and states the main duty of the committee is to "...receive the budget message from the superintendent and the proposed budget from the budget officer, and to provide the public with an opportunity to ask questions and comment on the budget."

5. 2017-18 BUDGET DOCUMENT

Sarah Head, director of budget and financial services, reviewed the current 2017-18 adopted budget, explaining different kinds of funds and how each are used. She went through each of the main sections of the current budget, providing an overview of each section, pointing out examples for understanding.

Ms. Head then reviewed the supplemental budget for 2017-18. The purpose of the supplemental budget is for when the district receives additional funding after the regular budget has been adopted. The district can receive more funds, but they cannot spend those funds unless they have approval of the school board. The adoption of the supplemental budget is that approval.

The committee asked various questions about the budget document and processes, which Ms. Head, Mr. Wolfe, and Superintendent Perry addressed.

6. UPCOMING MEETING

a. Next Meeting: 6 p.m. February 27, 2018

7. ADJOURN – 7:20 p.m.