

**Lebanon Community School District
485 South Fifth Street
Lebanon, OR 97355
District Office
Thursday, April 9, 2015
7:00 p.m.**

SPECIAL BOARD/BUDGET COMMITTEE MEETING

1. Call to Order – Board Chair Richard Borden
2. Information
 - a) Financial Update
 - b) Operational Components (Enclosure 2-b)
 - c) Report on Requested Information (Enclosure 2-c)
3. Public Comment
4. Request for Information

Budget Committee Meeting Dates

April 23, 2015	7 00 p m /District Office Board Room	Budget Committee Meeting #1
May 14, 2015	7 00 p m /District Office Board Room	Budget Committee Meeting #2
May 28, 2015	7 00 p m /District Office Board Room	Budget Committee Meeting #3
June 11, 2015	6 00 p m /District Office Board Room	Public Budget Hearing & Special Board Meeting

7. Adjournment

Budget Narrative\Request

2015-2016

Facilities, Technology, Transportation, Food Services

All numbers provided are exclusive of labor\salary costs

Facilities

The facilities department is tasked with the maintenance and upkeep of the district buildings and properties. The pride that this department takes is reflected in the condition and appearance of our schools. Our goal is to continually improve the appearance and overall functionality of our schools. Although there are areas where we could spend considerable resources, we have tried to maintain each buildings infrastructure in order to maximize its' comfort and functionality. Over the past several years we have dedicated 50k annually for roofing repairs, 50k for painting and 50k for parking lot repair and marking. For the 2014-2015 budget year facilities was allocated \$360,900.00 in our contracts and supplies budget and an additional \$225,000.00 in the 272 fund which is used for capital project improvements. A fund dedicated to classroom furniture replacement was started last year and funded at the 50k level.

	2015-16 request	2014-15 allocation
School Furniture: multiple sites	(50k)	\$50,000.00
Grounds:	(195k)	\$193,171.00
Custodial Support	(386k)	\$386,000.00
Contracts and supplies	(360k)	\$360,900.00
Capital projects	(300k)	\$225,000.00

Planned Projects 2015-16

Bathroom upgrades at 7oak, HCR, LHS: (30k)

HVAC: Lacombe boiler replacement, LHS maintenance, Web controls: (TBD)

Blacktop repair: multiple sites (50k)

Bleacher replacement: old gym LHS (110k)

Roofing maintenance: (50k)

Exterior paint: multiple sites (50k)

School Furniture: multiple sites (50k)

Technology

The technology department has worked extremely hard to improve overall service, quality and quantity of devices to support classroom instruction. Projection units have been mounted in each classroom, most having the ability to receive content wirelessly from portable devices. Classrooms have also been provided an integrated projection device which acts as an overhead projection unit. We have transitioned to a wireless environment at each of our schools. Labs have

been continually updated and the ratio of students to devices is 2\1 and shrinking as budget allows for device acquisition. We would like to provide each site with one additional lab of 32 devices. We also will need to continue the support of the AVID programs 1 to 1 program.

In order to determine current system capacity and potential system needs, we are having a system audit conducted to help us identify areas that need to be updated. Some of our main components are of need of replacement and upgrading in order for us to keep up with the increasing usage of the system.

We also are the owners of an aging phone system that requires a software update in order to allow us to keep our functionality (40k). We have received up to 70% reimbursement for many of our technology services through the federal e-rate program. E-rate is currently changing its' reimbursement policies, eliminating reimbursement for phone service. We are waiting on the results of our technology infrastructure audit to help us to determine the best funding strategy for the next several years. I would recommend that we maintain the budget at the current level while we determine exactly how to most effectively utilize the new e-rate structure.

	2015-16 request	2014-15 allocation
Fund 274:	(200k)	\$175,000.00 + \$20,000.00 BFB
Contracts and Supplies:	(\$300K)	\$297,700.00
Projected purchases:		
Chromebook acquisition:	(100k)	
Phone system update:	(40k)	
System hardware:	(TBD)	

Transportation

The budgetary issue regarding transportation is that all of our busses need to be updated to 2007, emission standards by 2025(ORS 468A.796). Any bus not purchased in 2007, or later will need to be retired at that time. Monies have been set aside in the bus replacement fund in order to allow us to save enough money in order to strategically purchase buses in the future. Our buses are maintained extremely well and it is reasonable to expect over a 10 year service life for each vehicle. It is not essential that we purchase busses immediately but it is essential that we continue to put the monies aside in order to do so. In 2014-2015, the bus replacement fund was budgeted 250k. It is extremely important that we continue to budget at this level (+5% to cover increased bus pricing) in order to prepare for the complete updating of our fleet by 2025. I would like to postpone our purchase of buses as long as possible as this strategy will allow us to purchase a higher number of buses giving us leverage to get the best price. From a maintenance standpoint it allows us to service and support a fleet with fewer models which is more efficient.

	2015-16 request	2014-15 allocation
Bus Replacement fund: (250k)	\$250,000.00	\$250,000.00
Supplies and Materials: (300k)	\$285,950.00	\$297,000.00

Food Service

We made some philosophical changes in our lunch program two years ago which has impacted the food service budget considerably. Two years ago FS was being run on a profit basis with food quality not being the priority. When Angie Gorman took over the food service program, the philosophy of the department changed to “providing the healthiest meals possible at a neutral price point”. In the first year we burned through much of the reserves that had been built up. Food costs increased with the focus on food quality. In year two, it was necessary for the general fund to help support FS as federal guidelines as well as our own philosophy made it impossible to run on a cost neutral basis. Food and labor costs are continually monitored and controlled for. Currently FS is running a positive budget for this budget year. Angie Gorman has done an incredible job of managing costs and getting kids the highest quality meals at a close to neutral price point. **We are offering chocolate milk!**

Athletics

Currently the transfer of funds to athletics is \$365k. Athletics also generates revenue through ticket sales as well as participation fees. Athletic carryover funds have been targeted for turf and track replacement. Updates will need to be made within the next ten years which will require a target figure of 250k. This expense will be funded through annual contributions from athletics, facilities, and the Lebanon Booster Club. Target (15k athletics, 15k facilities, 10-15k outside resources)

Building Construction\LHS

Request for funding:

The building construction program at LHS is requesting \$135,000.00 in funding in order to purchase property and construct a 1500 sq/ft home. We have previously built homes for Habitat for Humanity and found this type of project to be a tremendous learning experience for our kids. Students are involved in the design, and complete construction of a home that will at years end be sold. The proceeds from the sale will fund the next project as well as repay the initial investment in the program. Our intent is to have the initial allocation repaid within a 4 years. Currently we are utilizing small projects referred to us by the facilities department in order to provide students with learning opportunities.

We have a unique program that simply needs some short term funding in order to become cost positive.

Title IIa Budget Narrative 2014-2015

1. AVID: Travel, Conference fees and training fees to implement and sustain training in the AVID program at our middle and high school. AVID will serve around 1700 students and 80 teachers in the district. 33 teachers (5HS Math, 8HS ELA, 7HS Science, 4HS Soc. Stud., 2HS councilors, 2MS Math, 2MS ELA, 3MS self contained) and 6 administrators(3 HS, 2 MS & 1 K-8, 1 superintendent) will be trained off-site in the AVID instructional strategies. This training will build a base of knowledge that will be shared during weekly early release Wednesdays at the High School and Middle School.

Priority Need Addressed: College and Career Readiness (1)

\$80,000

2. Grade Level Teacher Leaders: 10 teachers, one from each grade level and content area in the middle school (6 ELE/1MS Math/1MS ELA/1MS Science/1MS Social Studies), will receive in-district training to guide their team in the implementation of common performance tasks and scoring rubrics in the area of math or their content area in the case of the middle school content teams. Each team will meet once a month during district-wide early release time.

(10 teachers, 8 hours per month, 8 times a year)

Priority Need Addressed: District Wide Common Assessments (2)

\$27,000

3. Admin Intern Program: Professional learning that increases educator effectiveness and results for all students requires skillful leaders who develop capacity, advocate, and create support systems for professional learning. Travel, conference fees, substitute costs and supplies to support 6 teacher leaders in training for administration. 4 Elem and 2 MS teachers (ELA and SS)

Priority Need Addressed: Effective Recruitment and Retaining Highly Qualified Teachers and Principals

\$21,186

4. No Excuses: Travel, conference fees and support for two to five elementary staff attending training for No Excuses schools. This is a requirement for NEU schools. The attendees are part of an advisory team in the school that trains staff throughout the year.

Priority Need Addressed: College and Career Readiness (1)

\$10,000

5. OLN: Oregon Leadership Network. Travel, substitute costs and resources to support 8-10 staff attending two conferences in Portland and substitute costs to support 10 staff (K-12, all content areas) being trained by Donna Beagle to help staff understand students from backgrounds of poverty and begin a community wide outreach to support students from

backgrounds of poverty. The participants will provide training to staff and community members twice this year and coordinate community events throughout the year.

Priority Need Addressed: Equity (4)

\$10,000

6. EOS: Equal Opportunity Schools. Matching grant to support on-site coaching, travel and implementation to identify and support students from backgrounds of poverty to enroll and succeed in advanced coursework. Implementation sessions will require some sub time for the department head teachers (6 HS teachers for 5 half days). The EOS project will support all of our high school staff (60 FTE) and will enable us to increase the instructional rigor provided to students from backgrounds of poverty.

Priority Need Addressed: Equity (4)

\$10,300

7. Learning Forward: Travel, conference fees, supplies and training to support training in Learning Communities. Professional learning that increases educator effectiveness and results for all students occurs within learning communities committed to continuous improvement, collective responsibility, goal alignment and use of common assessment data from the performance tasks to guide instruction. Two K-8 administrators and two district level administrators (Superintendent and Federal Programs Administrator) will attend. Conference content will be shared with the district administration team and guide administrators in supporting research based instruction.

Priority Need Addressed: District Wide Common Assessments (2)

\$6,000

8. Content Area Professional Development: ESD provided professional development opportunities: Travel, conference fees, supplies and substitute costs in order for 30 teachers (5 HS-ELA & 5 HS-Math, 5 MS-ELA & 5 MS-Math and 10 Elem) and 3 admin (1-Fed Prog Dir/ 1 Elem Principal/ 1 High School Principal) to attend either the fall or spring training preparing teachers to administer the Smarter Balanced Assessment. Each attendee is required to present this information with their staff and use this information in their grade and content area district wide teams.

Priority Need Addressed: District Wide Common Assessments (2)

\$12,900

9. *Private School Allocation: East Linn Christian Academy*

\$12,385

Total Title IIa Allocations: \$189,771