

Portland Public Schools 2018/19 Budget Debrief

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In the interest of continuous improvement, we'd like to know how we can improve our budgeting process. Please meet in small groups and develop ideas for improvements for our next budgeting cycle.

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1. What were highlights of the 2018/19 Budget?
2. What parts of the process need to be improved?
3. Are there other comments or feedback you'd like to share?

2019/20 Budget Development Calendar

Date	Activity
July / August	Second update to 2018/19 Staffing Allocation to Schools.
September	Third update to 2018/19 Staffing Allocation to Schools.
September 25	<u>Board Meeting</u>
September - May	CBRC – Work on budget principles and policy. Discuss budget process, forecast, school staffing, Local Option Levy, and recommendations on Proposed Budget.
September - March	<u>Board Meetings</u> : Budget implications of programs and services for coming school year and development of budget calendar.
October 2	<u>Board Meeting</u> : appoint Community Budget Review Committee (CBRC) members and 2018/19 Budget Amendment #1 (if needed).
November - February	District Staffing

2016/17 Budget Development Calendar

June 25	<u>TSCC Hearing</u> : TSCC certifies the FY 2019/20 Approved Budget; Adopted Budget - <u>Board Meeting</u> (Budget Committee): Vote to Adopt the FY 2019/20 Budget & Impose Taxes.
July 15	Deadline to submit Adopted Budget / ED-50 Forms to local Counties, ODE, TSCC.
July / August	Second update to 2019/20 Staffing Allocations to Schools
July - December	Develop Multi-Year Financial Plan (MYFP) to better understand financial implications and prioritization of long-term programs and initiatives. MYFP should also consider refresh cycles for on-going capital expenditures (e.g., IT, Facilities).
September / October	Third update to 2019/20 Staffing Allocations to Schools.

August through March

Visioning

- Create future state for the district
- Use as a guide for organizational decisions and priorities

January through June

Budgeting

- 2019-20 resource allocation
- Prioritize Core and support key goals
- Data driven; based on desired outcomes
- Develop metrics to monitor progress

July through December

Financial Planning

- Multi Year Financial Plan (MYFP)
- Quantify and prioritize long 3-5 year goals

Multiyear Finance Planning

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In 2019~~20~~, we will monitor and track Portland Public Schools progress by investing in strategic priorities will be a continuous improvement process.

Budget Process 101

Budgeting and Governance

The board sets district goals and policies

The budget reflects the resources to implement those goals

For every expenditure ask:

- How does this help to achieve the district goals?
- Does this fit within our policies?

Board Responsibilities

For a large district in Multnomah County, the governing body acts as the budget committee without appointed citizen members.

Hold public meetings,

Hear and consider public comment,

Discuss and revise the budget as needed,

Approve and adopt the budget, AND

Approve and adopt 'each' tax rate or dollar amount.

Budget Process

All meetings are subject to Public Meetings Law

Quorum required to conduct business

Board may request and receive additional information

Majority required to take action

Budget is a public document when released to Board

Take public comment at one or more meetings.

Approve/adopt the budget meet 90 Tf .225 E9D -.t-1.66 TD -.0002 Tc [(Appr)13.4(o)730 T

BudgetMeetings



Consulting with Board Members on the Budget

You may consult with committee members outside a meeting on details in the budget only if it is not with a majority



TSC® Review

TSC® is required by state law to review the Approved Budgets of member jurisdictions

TSC® review is a good opportunity for a second look at the budget

- Is each fund balanced in all four years?
- Do the actual expenses for prior years balance to the audit?
- Are the current and prior year property tax collections reasonable?
- Do the GO debt service payments balance to the debt service

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Can the Board make changes to the approved budget before they adopt it?

Yes, after the budget hearing, the Board has the authority to make certain changes to the budget. They include:

- Increase the overall revenue and expenditures in a fund by up to 10%. (This will generally only happen if the district is notified they will be receiving more or less revenue after the budget committee has completed their work.)
- Decrease revenue and expenditures to reflect actual changes
- Make changes between budget programs. (This could be an increase in Instructional Materials and a decrease in Maintenance.)