I. Budgeting

1. Revenue Forecasting
   i. Sources
      1. Local ≈ 30%, primarily from property taxes
      2. State ≈ 60%, primarily from income tax
      3. Federal ≈ 10%
   ii. 2015-16, $7.255B
   iii. Carve-outs, Disbursements and Sub-grants
        1. Taken out prior to dividing it up for districts
           a. Talented and Gifted- $175,000
           b. Speech Pathology- $75,000
           c. Network of Quality Teaching and Learning- $16,500,000
           d. Skilled Nursing- $1,300,000
           e. Long-term Care- $10,500,000
           f. Oregon School for the Deaf- $1,500,000
           g. Small High School Grant- $2,500,000
           h. High Cost Disability Grant- $18,000,000
           i. Facilities Grant- $10,000,000
    iv. ORS §§ 327.008, 327.023
   iv. ADM
      1. ADM- Average Daily Membership, ORS § 327.006
      2. ADMw – Weighted Average Daily Membership = ADM + additional weights, ORS § 327.013(c)(A)
v. Total Formula Review

General Purpose Grant
Transportation Grant
Facilities Grant
+ Other Grants

Total Formula Review

1. General Purpose Grant, ORS § 327.013(1)

\[
\text{State Calculates, May 2015 } = 1.532231885820
\]

\[
= \$4500 + \$25 ( \frac{\text{District Teacher Experience}}{\text{State Teacher Experience}} )
\]

2. Transportation Grant
   a. 70% - 90% of Eligible Transportation Costs
   b. Based on Transportation Cost per ADM
   c. § ORS 327.013(3)

3. Facilities Grant
   a. Up to 8% of New Building Cost
   b. Not for Capital Construction
   c. Funds Available in Year First Used
   d. § ORS 327.013(4), OAR 581-023-0230
vi. How Much Are We Allocated?
   1. Total Formula Review – Local Funds
      a. Local Funds
         i. Property Taxes
         ii. Common School Fund
         iii. State Timber
         iv. Federal Forest

vii. Information on ODE’s website
   1. www.ode.state.or.us
      a. Education Funding tab, select State School Fund
         i. Select District Estimates and Warrants
            1. Select the most recent District Estimates or ADMw Breakouts for the year that you want
      b. http://www.ode.state.or.us/search/results/?id=344
viii. Charter Schools
   1. Paid from District Where Located (even if state-sponsored)
   2. Based on Charter Agreement
      a. District-sponsored
         i. At Least 80% of Funding per ADMw for Elementary Students
         ii. At Least 80% of Funding per ADMw for High School Students
      b. State-sponsored
         i. At Least 90% of Funding per ADMw for Elementary Students
         ii. At Least 95% of Funding per ADMw for High School Students
   3. ORS § 338.155

ix. Education Service Districts (ESD)
   1. 4.5% of Component Districts of $1,000,000 (whichever is larger)
   2. ORS § 327.019(4)
2. Expenditure Planning
   i. Budget Committee
      1. Board Members + Equal Number of Community
         a. Look at Proposed Budget
         b. Meet as a Committee
         c. Hear Public Comment
         d. Budget Committee Approves
         e. Board Meets on Budget
         f. Budget Hearing
         g. Board Adopts
   2. Budget Committee DOES NOT
      a. Determine Salaries, Benefits or Contracts
      b. Determine Staffing levels
      c. Adopt Policy
      d. Add or Delete Programs
   3. Budget Committee Handbook
      a. Free PDF Download for OSBA members
         i. www.osba.org
            1. My OSBA tab, click on Member Resources
               a. Half-way down the page
               b. http://www.osba.org/Members/LeftNav/MbrResources.aspx
II. Accounting

1. Reports
   i. Board’s Role: Be Informed and Ask Good Questions
      1. Revenues and Expenditures
      2. Actual vs. Budgeted
      3. Cash Flow
      4. Student Enrollment Numbers
      5. State School Fund

2. Internal Controls
   i. Board’s Role: Be Aware of What You Have In Place
      1. Cell Phones, Policy EGACA
      2. Credit Cards, Policy DJFA
      3. Travel Expenses
      4. Reimbursements, Policies BHD, DLC
      5. Inventory, Policy DID
      6. Cash
      7. Time Falsifications
   ii. Policies, Section D, Fiscal Management

III. Auditing

1. Internal
   i. Board’s Role: Be Aware, Receive Reports

2. External Auditing
   i. Board’s Role: Receive Audit Report
   ii. Policy DIE

NOTES

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