

Multnomah Education Service District
Multnomah County, Oregon

Proposed Budget

For the Fiscal Year 2020-2021

11611 NE Ainsworth Circle
Portland, OR 97220
www.multnomahesd.org
Presented to the MESD Budget Committee
4/14/2020

Non-Discrimination Notice

Multnomah Education Service District does not discriminate on the basis of race, color, national origin, sex, sexual orientation, religion, disability, or age in its programs and activities, and provides equal access to designated youth groups such as the Boy Scouts. The following persons have been designated to handle inquiries regarding discrimination:

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Multnomah Education Service District
2020-2021 Proposed Budget

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*Multnomah Education Service District
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Introduction and Overview

This section contains the Superintendent's budget message, budget overview, profile, organization, and financial structure of the District as well as a brief overview of the budget process.





Superintendent's Budget Message

2020-2021 Proposed Budget

April 14, 2020

The Multnomah Education Service District (MESD) is pleased to present the proposed budget for fiscal year 2020-2021. This document represents the collective work of all MESD departments and has been prepared in accordance with local budget law, Oregon regulations, and MESD Board of Directors policies.

Uncertain Times

This is the 9th budget message I've written as a school superintendent, and by far the one most clouded by uncertainty.

When we began developing this budget in late 2019, it appeared we were in a time of unprecedented investment. The Student Success Act was slated to infuse much-needed resources into serving students that our system has failed for far too long. Multnomah ESD had accepted regional leadership roles in critical areas and resources were following. Our direct-service programs were expanding and districts, both in and out of Multnomah County, were eager for our services.

Then, the global Covid-19 pandemic impacted our state. Schools were closed. MESD staff and our district partners stepped up immediately to provide critical support and services to our families and community. As I write this, we are preparing to shift to distance learning, for the remainder of the school year. I am proud of what we've accomplished as an education community and appreciative of the collaboration with our staff, partners, and stakeholders.

The impact of the pandemic is real and ongoing. It will inevitably show up in future school budgets. How it ultimately affects the MESD budget depends on several factors that are difficult to predict at this moment. These factors include:

- Extension of school closure and impact on current-year operations
- The impact of the Governor's stay-at-home initiatives on economic activity and state revenue
- The depth and length of the global economic downturn
- Agency and economic impact of federal stimulus
- Oregon State Legislative decisions
 - Prioritization of education (or not) in budget adjustments
 - Use of education reserves
 - Implementation of corporate activity tax
 - Changes to Student Success Act
- District purchasing decisions

Given the significant uncertainty, we have chosen to prepare this initial budget based on the known information listed below. It is almost certain that many of these assumptions are overly optimistic, but any attempt to predict the above factors at this time would be even less accurate.

Superintendent *Sam Breyer*

Board of Directors *Jessica Arzate ♦ Mary Botkin ♦ Kristin Cornuelle ♦ Katrina Doughty ♦ Susie Jones ♦ Denyse Peterson ♦ Helen Ying*

11611 NE Ainsworth Circle ♦ Portland, Oregon 97220 ♦ 503-255-1841 ♦ www.mesd.k12.or.us

Budgeting Assumptions:

The specified revenue and expenditures are based upon educated suppositions as of April 9, 2020. We expect adjustments will be made before June 30, 2020 dependent upon the availability of additional information. Our level of service is contingent upon what our component school districts order from the MESD Local Service Plan. Our preliminary estimates are based on enrollment and selections of Local Service Plan services as of January 31, 2020 and the budget is largely based on these estimates. Once our district's final selections are known in May 2020, the MESD will adjust its budget and staffing levels accordingly.

The following specific assumptions have been made in preparing the MESD budget document. These assumptions include:

- The MESD budget is based on the \$9.0 billion State School Fund (SSF) legislative budget appropriation split 49/51 over the biennium. ESDs receive 4.5 percent of that SSF amount.
- MESD's 4.5 percent share of the SSF allotment for 2020-21 is approximately \$46.1 million per the current SSF formula and most recent ODE estimates.
- Other Federal, State & Local Revenue sources are budgeted based on the most current information available.
- MESD has used the following payroll assumptions:
 - Salary step increases for eligible employees
 - The agreed-upon salary schedules for all bargaining groups except MESDEA. A placeholder has been used for MESDEA while negotiations are underway.
 - PERS defined rates are 14.56% for Tier I/II, 9.11% for OPSRP, and 13.74% for Fire & Police
 - MESD contribution rate for PERS pickup is 6%
 - Increased employer contribution for health insurance premiums is capped at 6%

Looking Forward

MESD is implementing cost-saving measures for the remainder of this year. This includes a hiring freeze and examination of all non-essential expenditures. We have shifted from a mindset of likely investment to an attempt to preserve current operations. This is unfortunate, but necessary.

As more information becomes available, and some of the uncertainty resolves, we will make the necessary spending adjustments.

I believe the long-term outlook for Multnomah Education Service District remains strong. We have rebuilt credibility with our community and district. We operate with financial transparency and a service mindset. Our planning is informed by data and a commitment to ensuring those students who are most in need are prioritized.

MESD employees are passionate and committed individuals. We will continue to support our workforce, work to ensure it represents the community we serve, and empower staff to find solutions for the persistent outcome gaps.

MESD will continue to provide high-quality service to our community and lead with equity at the center. This foundation will serve us well as we recover from this unprecedented moment.

In Summary

This budget reflects the uncertainty currently present in the world during a pandemic. I am proud of our agency's response to this uncertainty and our ongoing service to our community.

The immediate budget picture is unclear, but likely challenging. We will diligently seek and integrate solid information as it becomes available.

In the short-term, we have shifted from likely investment to damage mitigation. However, this is a temporary situation. By continuing to provide high-quality service with equity at the center, practice financial transparency, and focus on service to our community, MESD's future remains bright.

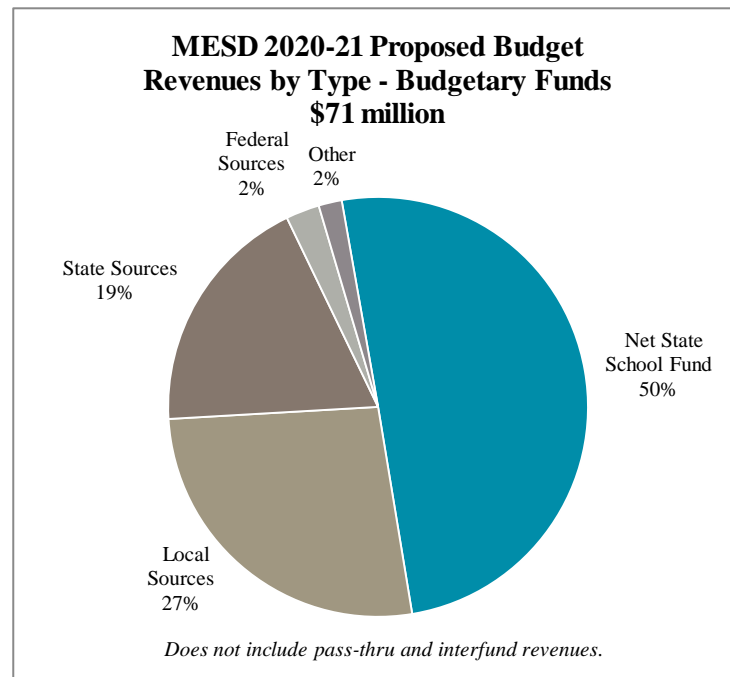
The proposed budget is recommended to you, the Budget Committee of Multnomah Education Service District.

Sam Breyer
MESD Superintendent and Budget Officer

Budget Overview

Revenues – All Funds

Property taxes and state school funding are the primary revenues received by the District. Ninety percent of these revenues remain in the Resolution Fund. Component districts have the option of selecting services or taking direct transit dollars. Additional revenues include contracts with local school districts, and state and federal grants.



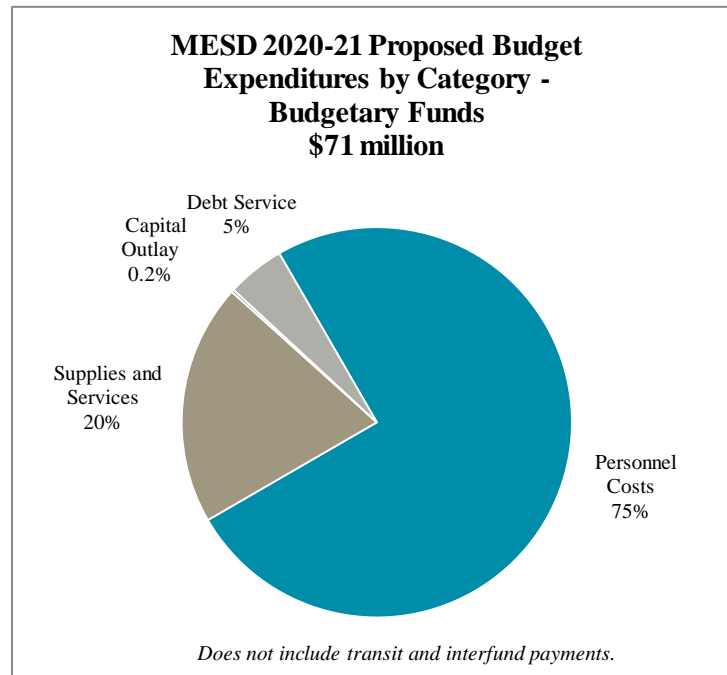
Multnomah Education Service District 2019-20 Estimated Revenues and 2020-21 Proposed Budget

	Estimated 2019-2020	Proposed 2020-2021	Change
Revenues by Type:			
Property Taxes	\$35,033,000	\$36,346,000	4%
State School Fund	9,256,961	9,798,818	6%
Less Transits to Districts	-13,990,000	-10,580,000	-24%
Net State School Fund	30,299,961	35,564,818	17%
Local Sources	19,309,039	18,913,875	-2%
State Sources	9,644,286	13,302,390	38%
Federal Sources	1,925,001	1,834,363	-5%
Other	1,818,393	1,265,724	-30%
Subtotal - Revenues by Type	62,996,680	70,881,170	13%
SSF Revenue passed thru to Districts	13,990,000	10,580,000	-24%
Interfund Revenues for Debt Service	3,185,951	3,374,770	6%
Interfund Revenues for Workers Comp	897,990	966,183	8%
Total Revenues - Budgetary Funds	81,070,621	85,802,123	6%

Budget Overview

Expenditures – All Funds

As with most all government agencies, our most significant expenditures are our people. Personnel costs make up 75% of our total expenditures for the District.



Multnomah Education Service District 2019-20 Estimated Expenditures and 2020-21 Proposed Budget

Expenditure by Category:	Estimated 2019-2020	Proposed 2020-2021	Change
Personnel Costs	\$49,776,553	\$53,083,891	7%
Supplies and Services	11,387,999	14,166,042	24%
Capital Outlay	841,401	158,402	-81%
Debt Service	3,223,364	3,384,770	5%
Subtotal - Expenditures by Category	65,229,317	70,793,105	8.5%
Transit Payments	13,990,000	10,580,000	-24%
Interfund Payment for Debt Service	3,185,951	3,374,770	6%
Interfund Payment for Workers Comp	897,990	966,183	8%
Total Expenditures - Budgetary Funds	<u>83,303,258</u>	<u>85,714,058</u>	3%

Profile of the District

Mission Statement:

We support all students to achieve excellence.

General Background

Education Service Districts (ESDs) originated in Oregon's first laws establishing a general system of common schools. The Multnomah ESD evolved from the county school superintendent's office, first established in 1854. Responsibilities of that office were transferred from county government to an independent district in 1957. The state legislature formally established the ESD in 1963. In 1978, the name of the district was changed from Intermediate Education District to Multnomah Education Service District.

Throughout the history of Oregon's regional services system, local governance and state statutes concerning the mission of ESDs has remained somewhat constant: "Education Service Districts assist school districts and the State of Oregon achieving Oregon's education goals by providing excellent and equitable educational opportunities for all Oregon public school students." Today, each ESD provides regional services to its component school districts, primarily in areas that the school districts alone would not be able to adequately and equitably provide. Currently there are 19 ESDs in Oregon serving 36 counties.

Local district programs and services are provided by two means. Non-resolution programs are funded via grants or fee for service contracts. Resolution programs are those that, through a resolution, are authorized by at least two-thirds of the school boards representing a majority of total county students. Resolution programs are funded from property taxes and state school fund revenue. The state allocates support by granting ESDs a percentage of the total amount available for K-12 school funding, with each ESD receiving a fixed share of that total based on the ADMw of its component school districts.

Senate Bill 250, adopted in the 2011 Legislative Session, substantially changed how ESDs operate. The bill allows component school districts in specific Education Service Districts, including MESD, to opt out of ESD services and provides for school districts to receive funding for ESD services directly from the state. For 2019-20, none of the MESD's local districts chose to opt out.

District Structure

Multnomah ESD is governed by an elected seven-member board consisting of five directors representing specific geographic zones in Multnomah County and two at-large. The Board of Directors establishes and oversees policies, employs staff and dedicates resources. It is the chief governing body and is exclusively responsible for its public policies and accountable for fiscal oversight. Board members serve four-year terms without compensation and can be re-elected. The chief administrative officer of the District is the superintendent who is appointed by the Board.

Multnomah Education Service District Board of Directors

<u>Position</u>	<u>Board Member</u>	<u>Represented Zone</u>	<u>Term Ends</u>
One	Susie Jones	East Multnomah County	6/30/2021
Two	Helen Ying, Chair	At Large	6/30/2021
Three	Mary Botkin,	Central Portland	6/30/2021
Four	Jessica Arzate	Mid-Multnomah County	6/30/2021
Five	Denyse Peterson	N/NE Portland	6/30/2023
Six	Kristin Cornuelle, Vice-Chair	At Large	6/30/2023
Seven	Katrina Doughty	SE/SW Portland	6/30/2023

Administration

Samuel Breyer	Superintendent
Sascha Perrins	Assistant Superintendent
Sean Woodard	Director, Human Resource Services
Laura Conroy	Director, Strategic Engagement

Geography and Population

The Multnomah ESD is the second-largest education service district in Oregon. The eight school districts (referred to as “component districts”) in MESD's region are diverse and include inner city, suburban and rural schools.

MESD Component Districts



MESD Eight Component Districts					
District	Total Schools	Total Enrollment	District	Total Schools	Total Enrollment
Centennial	12	6,099	Parkrose	7	3,068
Corbett	1	1,188	Portland	107	48,559
David Douglas	15	9,719	Reynolds	19	10,940
Gresham-Barlow	22	11,979	Riverdale	2	648

Source: ODE Fall Membership Report 2019/20, <http://www.oregon.gov/ode/reports-and-data/students>

Within these districts are 185 schools with more than 92,000 students over a geographic area that stretches from Portland's west hills to the foothills of the Cascades, and from the Columbia River on the north to the Clackamas County line on the south. An estimated population of 805,000 live within the Multnomah ESD boundary which includes Multnomah County and extends into Clackamas and Washington counties along school district boundaries.

Services Provided (Local Service Plan)

Every Oregon ESD, working with their component school districts, must annually develop a Local Service Plan which determines how the State School Funds (SSF) will be used. Ninety percent of the SSF revenue received by an ESD is subject to this process. The Local Service Plan determines programs and services that the ESD will offer its component districts for the following fiscal year. In accordance with Oregon Revised Statute 334.177, the remaining ten percent of the SSF revenue is used for the general operating costs of the ESD.

The Local Service Plan must include services from at least the following categories: special education, technology, and school improvement and administrative support. The plan must also include any "entrepreneurial services" that the ESD intends to offer to any entity that is not a component school district either outside of the ESD boundary or inside the ESD boundary.

Under the Resolution Process, at least two-thirds of the school districts in an ESD, representing more than one-half of the student population, must approve the Local Service Plan.

MESD provides the following services to its component school districts:

Student Services - Special Education provides services to the component districts as well as to districts outside of Multnomah County. Special education partners with community organizations and the component districts to ensure that every child with a disability is provided the best educational opportunities available.

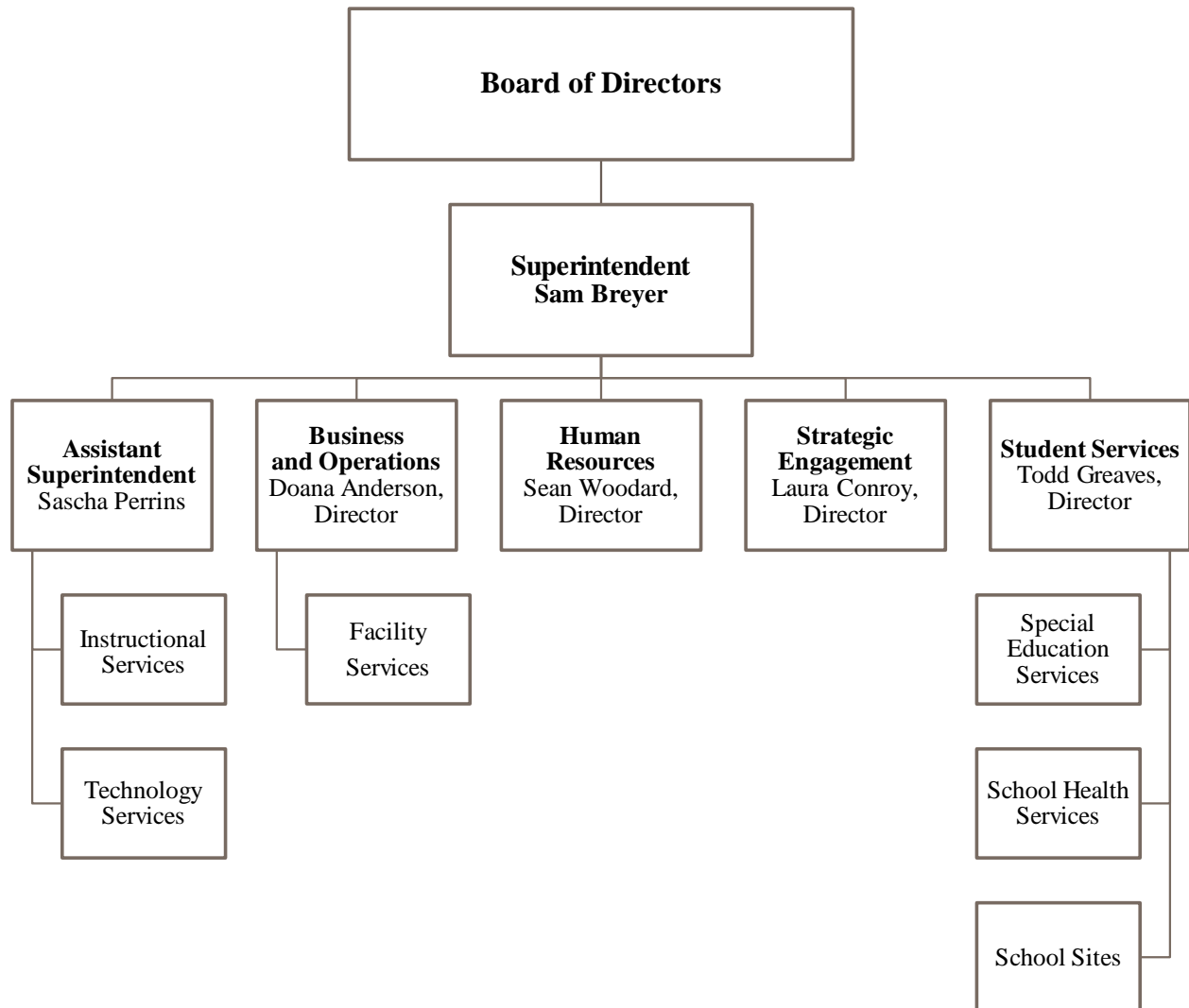
Student Services - School Health provides and coordinates specialized services that support the educational experience for students enrolled in our component districts as well as some Clackamas County districts. The department works to ensure that all areas of health are supported for our students' physical, emotional and mental well-being. Together a connection is formed between health and education.

Instructional Services provides instruction for students enrolled in regional programs, instructional support for schools, and professional development for educators on a variety of topics. These programs offer a variety of enrichment and enhancement opportunities which complement instruction within the component districts as well as to several districts outside of Multnomah County. Students in the District's educational programs receive comprehensive educational support, social services, career training, college assistance, environmental education, and specialized education services. These programs emphasize compassion for others, nonviolent ways of settling disputes, resiliency to handle life's challenges, and preparation for college, work, parenthood and civic responsibility.

Technology Services provides services both to the component districts through resolution and contracted services as well as internally to the District. The goal of Technology Services is to deliver administrative

computer technology and support designed to increase the component district's efficiency and improve internal and external communications. The services fall into four categories: Student Information Services, Business Systems Support, Network Services, and Internal Agency Support.

Administrative and Support Services provides services for component school districts, including but not limited to services designed to consolidate component school district business functions, liaison services between the Department of Education and component school districts, registration of children being taught by private teachers, parents or legal guardians pursuant to ORS 339.035, and substitute teacher registration and administration. Other support services include home school registration and courier services.

Multnomah Education Service District**Organization Chart****April 14, 2020**

Financial Structure

The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. A fund is a grouping of related accounts that are used to maintain control over resources that have been segregated for specific activities or objectives. A budget is prepared and legally adopted for each governmental fund type on the modified accrual basis of accounting in the main program categories required by the Oregon Local Budget Law. The District uses the following fund types:

Budgetary Funds:

General Fund - accounts for the general operating costs of the District and provides support services to other funds. For accounting purposes, the District appropriates expenditures in three funds: the *Operating Fund (6)*, the *Risk Management and Reserve Fund (7)*, and the *Facilities and Equipment Reserve Fund (4)* that was formerly the Facilities Acquisition and Improvement Fund prior to FY 2015-16.

Special Revenue Funds – these funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. The MESD has two special revenue funds: the *Resolution Services Fund (1)* and the *Contracted Services Fund (2)*.

Debt Service Fund (3) - accounts for the payment and interest on the Limited Tax Pension Obligation (PERS) bonds and the 2004 Refunding General Obligation bonds.

Non-Governmental Fund:

Fiduciary Fund – serves as a pass-through for assets held in trustee capacity for others and not used to support the District's own programs. The *Agency Pass-Through Fund (5)* is used for E-Rate revenue which is recorded as a liability and passed on to component Districts. The MESD is not required to budget resources and expenditures for this fund under Oregon Administrative Rule 150-294.388 (1)-(A), section 3.

More information about the specific funds can be found in the Fund Financial Summaries and the Glossary.

Budget Process

The District is required by the State of Oregon to adopt an annual budget for all funds subject to the requirements of Local Budget Law as outlined in the 2011 Oregon Revised Statutes 297.405 to 297.555 and 297.990. The budget for each individual fund is a plan for the financial operations to be conducted during the coming fiscal year and is adopted annually, prior to July 1, by the Board after certification by the Multnomah County Tax Supervising and Conservation Commission (TSCC). The budget also provides the authority to levy property taxes. After adoption, the budget may be amended through procedures specified in State statute and Board policy.

For each fund, the expenditures are appropriated by the following major functions:

- Instruction
- Enterprise & Community Services
- Debt Service
- Fund Transfers
- Support Services
- Facilities Acquisitions & Construction
- Other Uses (Transit Payments)
- Contingencies

Appropriations may not legally be over-expended, except in the case of grant receipts which could not be reasonably estimated at the time the budget was adopted. Department directors may realign appropriation within a major function; however, transfers between major functions, even within the same fund, require Board approval. Appropriations lapse at the end of each fiscal year.

Budget Committee

The Budget Committee consists of the seven members of the MESD Board, along with an equal number of representatives, plus one, who are appointed by the MESD Board from among applicant members of component district boards or designees of component district boards. To be eligible for appointment, the appointive member must 1) live and be registered to vote in the district, and 2) not be an officer, agent or employee of the ESD. Members are appointed for three-year terms and may be reappointed for as many consecutive terms as deemed appropriate.

The Superintendent is designated as budget officer and he/she or designee prepares the budget document and submits it to the Budget Committee for approval before presentation to the Board and the TSCC. Activities for all funds are included in the annual appropriated budget.

The District begins its budgeting process by appointing Budget Committee members. Beginning in January, budget recommendations are developed by management and presented to the Budget Committee as the Proposed Budget in the spring. The Budget Committee meets, evaluates and approves the budget document at least 30 days prior to the scheduled TSCC public hearing. Public notices of the budget hearing are generally published in April, and the hearing is held in May. The budget is adopted, appropriations are made and the tax levy is declared no later than June 30.

**Multnomah Education Service District
Current Budget Committee**

Budget Committee Member	Representing	Term Expires
Jessica Arzate	MESD Board Member	June 30, 2021
Mary Botkin	MESD Board Member	June 30, 2021
Kirstin Cornuelle	MESD Board Member	June 30, 2023
Katrina Doughty	MESD Board Member	June 30, 2023
Susie Jones	MESD Board Member	June 30, 2021
Denyse Peterson	MESD Board Member	June 30, 2023
Helen Ying	MESD Board Member	June 30, 2021
Amanda Schroeder	Centennial School District	June 30, 2022
Unfilled	Corbett School District	June 30, 2020
Frieda Christopher	David Douglas School District	June 30, 2021
Jeff Gibbs	Gresham-Barlow School District	June 30, 2022
Unfilled	Parkrose School District	June 30, 2020
Cynthia Le	Portland Public School District	June 30, 2021
Steven Gallagher	Reynolds School District	June 30, 2021
Unfilled	Riverdale School District	June 30, 2020

2019-2020 Budget Calendar

January to March	MESD management develops proposed budget MESD Board appoints Budget Committee members
April 7, 2020	Budget Committee orientation
April 14, 2020	Proposed budget and budget message presentation Budget Committee approves budget and tax levy
April 22 & 28, 2020	Budget Committee work sessions, if needed
May 19, 2020	TSCC public hearing and budget certification (ORS 294.430)
June 16, 2020	MESD Board adopts budget and certifies tax levy (ORS 294.435)

Supplemental Adjustments

Unexpected additional resources or reductions may be added to the budget through the use of a supplemental budget and appropriation resolution. Adjustments less than 10% of the fund's original budget may be adopted by the Board at a regular meeting. A supplemental budget greater than 10% of the fund's original budget requires hearings before the public, public notices and approval by the Board. Original and supplemental budgets may be modified by the use of appropriation transfers between the levels of control (major function levels). Such transfers require approval by the Board.



Consolidated Schedules

This section includes three combining statements each displaying the agency's six budgetary funds in separate columns. The Fund Summary displays all the resources and requirements of the agency. The Revenue Detail expands on the revenue section of the previous Fund Summary report. In the same way, the Expenditure Summary expands on the expenditure line. It shows three different perspectives including expenditures by department, by function and lastly by major category. The next report describes the District's interfund transfers and overhead charges. The final reports in the section display the full-time equivalent positions and actual positions by division within each department as well as by major function.

**Multnomah Education Service District
2020 - 2021 Fiscal Year Proposed Budget
Combining Fund Summary- Budgetary Funds**

	Program Funds		Support Funds			
	Resolution Services	Contracted Services	Operating	Debt Service	Facilities & Equipment Reserve	Risk Management Reserve
Resources						
Beginning Fund Balance	5,500,000	2,700,000	3,700,000		658,000	930,000
Revenues						
Property Taxes	36,346,000					36,346,000
State School Fund	9,798,818					9,798,818
Local Sources	17,500	18,375,564	145,811		375,000	18,913,875
State Sources	2,154,307	11,148,083				13,302,390
Federal Sources	25,530	1,808,833				1,834,363
Investment Earnings			115,000	10,000		125,000
Sales of Goods & Services		10,320				10,320
Other Revenues	148,785	617,679	363,940			1,130,404
Services to Other Funds				3,374,770		966,183
Total Revenues	48,490,940	31,960,479	624,751	3,384,770	375,000	966,183
						85,802,123
Transfers In & Overhead Revenues						
Overhead Revenues			870,000			870,000
From Resolution Services			4,614,482		145,000	4,759,482
From Operating					265,100	265,100
Total Transfers In/Overhead			5,484,482		410,100	5,894,582
TOTAL RESOURCES	53,990,940	34,660,479	9,809,233	3,384,770	1,443,100	105,184,705
Requirements						
Total Expenditures	43,384,608	31,245,980	6,235,587	3,384,770	472,500	85,714,058
Transfers Out & Overhead Charges						
Overhead Charges		870,000				870,000
To Facilities & Equip Reserve	145,000		265,100			410,100
To Operating	4,614,482					4,614,482
Total Transfers Out/Overhead	4,759,482	870,000	265,100			5,894,582
Contingency	5,846,850	2,544,499	68,546		585,600	9,401,065
Ending Fund Balance			3,240,000		385,000	4,175,000
TOTAL REQUIREMENTS	53,990,940	34,660,479	9,809,233	3,384,770	1,443,100	105,184,705

Combining Fund Summary- Budgetary Funds

**Multnomah Education Service District
2020 - 2021 Fiscal Year Proposed Budget
Combining Revenue Detail- Budgetary Funds**

	Program Funds			Support Funds		
	Resolution Services	Contracted Services	Operating	Debt Service	Facilities Acquisition & Improvements	Risk Management Reserve
Property Taxes						
Current Year Taxes	35,868,000					35,868,000
Prior Year Taxes	467,000					467,000
Penalties & Interest Taxes	11,000					11,000
Total Property Taxes	36,346,000					36,346,000
State School Fund						
State School Support Fund	9,798,818					9,798,818
Total State School Fund	9,798,818					9,798,818
Local Sources						
Services to Component LEAs	10,000	14,051,687	15,000			14,076,687
Revenue from Non-CTA LEAs		3,249,327				3,249,327
Revenue From CTA NCD LEAs	7,500	1,074,550	130,811		375,000	1,212,861
E-Rate Revenue						375,000
Total Local Sources	17,500	18,375,564	145,811		375,000	18,913,875
State Sources						
Other Restricted Grants In Aid	2,099,184	1,541,485				3,640,669
Other State Revenue	55,123	100,000				155,123
ODE Contract Revenue		9,506,598				9,506,598
Total State Sources	2,154,307	11,148,083				13,302,390
Federal Sources						
Restricted Revenue From Fed		317,779				317,779
Title I Revenue		1,144,219				1,144,219
Natnl School Lunch Program Rev	25,530	216,235				241,765
IDEA Revenue		130,600				130,600
Total Federal Sources	25,530	1,808,833				1,834,363
Investment Earnings						

Combining Revenue Detail- Budgetary Funds

**Multnomah Education Service District
2020 - 2021 Fiscal Year Proposed Budget
Combining Revenue Detail- Budgetary Funds**

	Program Funds			Support Funds		
	Resolution Services	Contracted Services	Operating	Debt Service	Facilities Acquisition & Improvements	Risk Management Reserve
Interest on Investments			115,000	10,000		
Total Investment Earnings			115,000	10,000		
Sales of Goods & Services						
Special Function Revenue		8,820				
Sales To Component LEAs		1,500				
Total Sales of Goods & Services		10,320				
Other Revenues						
TSPC PDC Fees		5,600	5,000			
Rental/Lease Income			23,940			
Contributions		25,574				
Fees-Non-Component Districts			310,000			
Miscellaneous Revenue		10,500	25,000			
Revenue From Non-LEAs	15,000	455,738				
Allocated MAC Reven	122,063					
Restricted-Intermediate Source	11,722	120,267				
Total Other Revenues	148,785	617,679	363,940			
Services to Other Funds						
Services To Other Funds				3,374,770		966,183
Total Services to Other Funds				3,374,770		966,183
Total Revenues	48,490,940	31,960,479	624,751	3,384,770	375,000	966,183
						85,802,123

Combining Revenue Detail- Budgetary Funds

Multnomah Education Service District

2020 - 2021 Fiscal Year Proposed Budget

Combining Expenditure Summary- Budgetary Funds

	Program Funds		Support Funds						
	Resolution Services	Contracted Services	Operating	Debt Service	Facilities & Equipment Reserve	Risk Management Reserve	Total		
By Department	Administration	91,641	1,687,747				1,779,388		
	Facilities Services	22,280	736,506			237,500	996,286		
	Business Services	10,620,700	1,137,706				12,738,437		
	Human Resources	25,000	1,167,455				1,203,037		
	Technology Services	5,712,576	778,052			235,000	7,924,188		
	Special Education Services	11,377,602	13,907,824	235,976			25,521,402		
	School Health Services	10,229,487	2,986,355				13,215,842		
	Instructional Services	5,305,322	13,573,749	71,637			18,950,708		
Debt Services				3,384,770			3,384,770		
Total Expenditures by Department		43,384,608	31,245,980	6,235,587	3,384,770	472,500	990,613	85,714,058	
By Function	Instruction	9,399,546	16,207,780					25,607,326	
	Support Services	22,874,495	14,302,675	6,235,587		467,500	990,613	44,870,870	
	Enterprise & Community Service	530,567	735,525			5,000		1,266,092	
	Facilities Acq. & Construction							5,000	
	Other Uses	10,580,000						10,580,000	
	Debt Service				3,384,770			3,384,770	
	Total Expenditures by Function		43,384,608	31,245,980	6,235,587	3,384,770	472,500	990,613	85,714,058
	By Category	Salaries	16,376,283	15,162,601	3,483,580			118,616	35,141,080
Associated Payroll Costs		10,515,646	9,652,355	2,048,692			67,071	22,283,764	
Purchased Services		4,095,422	4,792,091	391,163		287,500	778,021	10,344,197	
Supplies and Materials		1,803,855	1,638,933	312,152		40,000	26,905	3,821,845	
Capital Outlay		13,402				145,000		158,402	
Debt Service					3,384,770			3,384,770	
Transit Payments		10,580,000						10,580,000	
Total Expenditures by Category		43,384,608	31,245,980	6,235,587	3,384,770	472,500	990,613	85,714,058	

Combining Expenditure Summary- Budgetary Funds

Multnomah Education Service District
2020 - 2021 Fiscal Year Proposed Budget
Interfund Transfers and Overhead Charges

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
Resolution Services	To Facilities & Equip Reserve	145,000
This amount is being set aside to fund the future replacement of computer hardware necessary to serve the needs of the component districts.		
Resolution Services	To Operating	4,614,482
In accordance with Oregon Revised Statute 334.177, a maximum of 10% of local revenues received (Property Taxes and State School Fund) are transferred to the Operating fund to pay for operating costs incurred by the Agency in support of services provided through the Resolution Services fund.		
Contracted Services	Operating	870,000
A maximum 10% surcharge in the Contracted Services Fund is credited to the Operating Fund as overhead revenue to pay for costs incurred by the agency in support of services rendered.		
Operating	To Facilities & Equip Reserve	265,100
This amount funds current and future repairs, replacement, and improvements of the Agency's facilities and equipment.		
Total Interfund Transfers and Overhead Charges		5,894,582

**Multnomah Education Service District
2020 - 2021 Fiscal Year Proposed Budget
Total Requirements by Fund and Function - All Budgetary Funds**

	Program Funds		Support Funds			
	Resolution Services	Contracted Services	Operating	Debt Service	Facilities & Equipment Reserve	Risk Management Reserve
Requirements by Function						Total
1000 Instruction*	\$ 9,399,546	\$ 16,824,995	\$ -	\$ -	\$ -	\$ 26,224,541
2000 Support Services*	22,874,495	14,555,460	6,235,587	-	475,237	45,131,392
3000 Enterprise & Community Services*	530,567	735,525	-	-	-	1,266,092
4000 Facilities Acquisition & Improvements	-	-	-	-	5,000	5,000
5000 Other Uses	10,580,000	-	-	-	-	10,580,000
5100 Debt Service	-	-	-	3,384,770	-	3,384,770
5200 Transfers Out	4,759,482	-	265,100	-	-	5,024,582
6000 Contingencies	5,846,850	2,544,499	68,546	-	577,863	9,393,328
Total Appropriations	53,990,940	34,660,479	6,569,233	3,384,770	1,058,100	101,009,705
7000 Unappropriated Ending Balance	-	-	3,240,000	-	385,000	4,175,000
Total Requirements	53,990,940	34,660,479	9,809,233	3,384,770	1,443,100	105,184,705

* For the purpose of this report, indirect overhead charges in the Contracted Services Fund is included as a requirement of the appropriate function.
Other reports within the budget document show overhead charges in the Transfers Out and Overhead Charges section.

Multnomah Education Service District
2020 - 2021 Fiscal Year Proposed Budget
Combining FTE Summary- All Funds

	Program Funds		Support Funds		
	Resolution Services	Contracted Services	Operating	Risk Management Reserve	Total
Full-Time Equivalent (FTE) by Department And Division					
Administration					
Administration	1.00		4.00		5.00
Communication Services			2.89		2.89
Total Administration	1.00		6.89		7.89
Facilities Services					
Facility Services			13.50		13.50
Transportation Services	.47		.50		.97
Total Facilities Services	.47		14.00		14.47
Business Services					
Business Services Admin			2.00		2.00
Fiscal Services			8.00	1.00	9.00
Total Business Services			10.00	1.00	11.00
Human Resources					
Human Resources			8.75		8.75
Total Human Resources			8.75		8.75
Technology Services					
Student Applications	13.00				13.00
Business Applications			1.48		1.48
Infrastructure Services	4.08				4.08
Internal Agency Support			6.01		6.01
Application Development		2.30			2.30
Support Services		3.43			3.43
Total Technology Services	17.08	5.73	7.49		30.30
Special Education Services					
Special Education	81.95	47.97	1.00		130.92
Helensview SPED	6.76	3.66			10.42
Related Services	4.68	35.80			40.48
Arata Creek	46.84	84.28			131.12
Total Special Education Services	140.23	171.71	1.00		312.94
School Health Services					
Health Services	113.07	21.13	15.26		149.46
Total School Health Services	113.07	21.13	15.26		149.46

Multnomah Education Service District
2020 - 2021 Fiscal Year Proposed Budget
Combining FTE Summary- All Funds

	Program Funds		Support Funds		
	Resolution Services	Contracted Services	Operating	Risk Management Reserve	Total
Instructional Services					
Instructional Services	.65	2.58	.63		3.86
Curriculum & Instruction	3.65	2.03			5.68
Outdoor School	6.12	7.19			13.31
LTCT and Hospital		29.57			29.57
Helensview	18.82	3.57			22.39
Youth Correction Education	3.27	27.80			31.07
Alternative Pathways		2.50			2.50
Migrant Education		7.14			7.14
Total Instructional Services	32.51	82.38	.63		115.52
Total FTE	304.36	280.95	64.02	1.00	650.33

Full-Time Equivalent (FTE) by Function

Instruction	121.35	191.09			312.44
Support Services	183.01	89.86	64.02	1.00	337.89
Enterprise & Community Service					
Total FTE	304.36	280.95	64.02	1.00	650.33

**Multnomah Education Service District
2020 - 2021 Fiscal Year Proposed Budget
Combining Position Summary- All Funds**

	Program Funds		Support Funds		
	Resolution Services	Contracted Services	Operating	Risk Management Reserve	Total
Positions by Department And Division					
Administration					
Administration	1.00		4.00		5.00
Communication Services			2.89		2.89
Total Administration	1.00		6.89		7.89
Facilities Services					
Facility Services			13.50		13.50
Transportation Services	1.00		.50		1.50
Total Facilities Services	1.00		14.00		15.00
Business Services					
Business Services Admin			2.00		2.00
Fiscal Services			8.00	1.00	9.00
Total Business Services			10.00	1.00	11.00
Human Resources					
Human Resources			8.75		8.75
Total Human Resources			8.75		8.75
Technology Services					
Student Applications	13.00				13.00
Business Applications			1.48		1.48
Infrastructure Services	4.08				4.08
Internal Agency Support			6.01		6.01
Application Development		2.30			2.30
Support Services		3.43			3.43
Total Technology Services	17.08	5.73	7.49		30.30
Special Education Services					
Special Education	91.51	53.39	1.00		145.90
Helensview SPED	7.30	3.90			11.20
Related Services	5.30	40.60			45.90
Arata Creek	50.47	91.23			141.70
Total Special Education Services	154.58	189.12	1.00		344.70
School Health Services					
Health Services	136.53	23.15	16.32		176.00
Total School Health Services	136.53	23.15	16.32		176.00

Multnomah Education Service District
2020 - 2021 Fiscal Year Proposed Budget
Combining Position Summary- All Funds

	<u>Program Funds</u>		<u>Support Funds</u>		
	<u>Resolution Services</u>	<u>Contracted Services</u>	<u>Operating</u>	<u>Risk Management Reserve</u>	<u>Total</u>
Instructional Services					
Instructional Services	.65	2.58	.63		3.86
Curriculum & Instruction	5.07	2.74			7.81
Outdoor School	6.82	7.97			14.79
LTCT and Hospital		32.31			32.31
Helensview	19.44	3.74			23.18
Youth Correction Education	3.39	31.02			34.41
Alternative Pathways		3.00			3.00
Migrant Education		9.00			9.00
Total Instructional Services	35.37	92.36	.63		128.36
Total Positions	345.56	310.36	65.08	1.00	722.00

Positions by Function

Instruction	133.29	214.63			347.92
Support Services	212.27	95.73	65.08	1.00	374.08
Enterprise & Community Service					
Total Positions	345.56	310.36	65.08	1.00	722.00



Fund Financial Summaries

The first statement in this section combines all funds and compares the previous two years actual amounts, the current year revised budget, the projected balance for 2019-20 and the ensuing year proposed budget. The 2020-21 Proposed Budget column ties to the total column in the Combining Fund Summary report. Following this statement is a series of reports showing each fund separately but showing the same columns as the combined summary for comparative purposes. Each of these statements summarizes both resources and requirements.

Multnomah Education Service District
2020-2021 Fiscal Year Annual Budget
Combined Fund Summary- All Budgetary Funds

	Actual 2017-18	Actual 2018-19	Revised Budget 2019-20	Projected Actual 2019-20	Proposed Budget 2020-21
Resources					
Beginning Fund Balance	9,264,851	11,866,544	15,536,766	15,536,766	13,488,000
Revenues					
Property Taxes	32,234,389	34,266,248	35,033,000	35,033,000	36,346,000
State School Fund	9,493,746	8,993,013	9,409,865	9,256,961	9,798,818
Local Sources	10,474,445	13,631,601	18,189,309	19,309,039	18,913,875
State Sources	7,973,594	9,686,830	9,649,602	9,644,286	13,302,390
Federal Sources	2,338,604	2,006,203	1,925,001	1,925,001	1,834,363
Investment Earnings	221,230	385,778	310,000	347,870	125,000
Sales of Goods & Services	2,085	1,337	9,122	9,122	10,320
Other Revenues	903,764	1,101,923	1,440,558	1,461,401	1,130,404
Services to Other Funds	3,697,022	3,846,146	4,083,941	4,083,941	4,340,953
Total Revenues	67,338,879	73,919,079	80,050,398	81,070,621	85,802,123
Transfers In					
Overhead Revenues	651,127	713,313	725,000	785,000	870,000
From Resolution Services	4,302,813	4,530,926	4,591,683	4,573,996	4,759,482
From Contract Services	104,548		33,541	33,541	
From Operating	757,291	256,100	259,200	259,200	265,100
Total Transfers In	5,815,779	5,500,339	5,609,424	5,651,737	5,894,582
TOTAL RESOURCES	82,419,509	91,285,962	101,196,588	102,259,124	105,184,705
Requirements					
Total Expenditures	64,737,184	70,372,443	83,042,880	83,303,258	85,714,058
Transfers Out					
Overhead Charges	651,129	713,315	796,091	801,455	870,000
To Contract Services	268,282				
To Facilities & Equip Reserve	723,557	461,100	404,200	404,200	410,100
To Operating	4,172,813	4,325,926	4,480,224	4,462,537	4,614,482
Total Transfers Out	5,815,781	5,500,341	5,680,515	5,668,192	5,894,582
Contingency			8,573,193		9,401,065
Total Budget	70,552,965	75,872,781	97,296,588	88,971,450	101,009,705
Ending Fund Balance	11,866,544	15,413,180	3,900,000	13,287,674	4,175,000
TOTAL REQUIREMENTS	82,419,509	91,285,962	101,196,588	102,259,124	105,184,705

Multnomah Education Service District
2020-2021 Fiscal Year Annual Budget
Combined Fund Summary- All Budgetary Funds

	Actual 2017-18	Actual 2018-19	Revised Budget 2019-20	Projected Actual 2019-20	Proposed Budget 2020-21
EXPENDITURE PERSPECTIVES					
By Department					
Administration	978,536	1,384,126	1,777,680	1,777,644	1,779,388
Facilities Services	873,295	1,217,826	1,023,269	1,045,387	996,286
Business Services	15,062,820	13,706,464	16,016,195	16,028,695	12,738,437
Human Resources	982,429	1,001,923	1,162,610	1,162,610	1,203,037
Technology Services	4,693,577	5,274,593	6,351,882	6,396,610	7,924,188
Special Education Services	15,910,102	19,427,337	24,069,145	24,226,554	25,521,402
School Health Services	10,250,942	10,636,402	12,879,249	12,879,249	13,215,842
Instructional Services	13,065,459	14,655,986	16,539,486	16,563,145	18,950,708
Debt Services	2,920,024	3,067,786	3,223,364	3,223,364	3,384,770
Total Expenditures by Department	64,737,184	70,372,443	83,042,880	83,303,258	85,714,058
By Function					
Instruction	17,611,227	20,662,423	24,147,567	24,271,901	25,607,326
Support Services	29,556,208	33,154,810	40,317,685	40,494,341	44,870,870
Enterprise & Community Service	984,888	1,153,832	1,359,264	1,318,652	1,266,092
Facilities Acq. & Construction	124,837	317,222	5,000	5,000	5,000
Other Uses	13,540,000	12,016,370	13,990,000	13,990,000	10,580,000
Debt Service	2,920,024	3,067,786	3,223,364	3,223,364	3,384,770
Total Expenditures by Function	64,737,184	70,372,443	83,042,880	83,303,258	85,714,058
By Category					
Salaries	26,367,128	29,296,668	33,613,280	33,556,339	35,141,080
Associated Payroll Costs	14,224,683	15,971,871	20,179,525	20,304,155	22,283,764
Purchased Services	5,688,993	7,134,273	8,261,212	8,478,311	10,344,197
Supplies and Materials	1,664,019	2,324,439	2,934,098	2,909,688	3,821,845
Capital Outlay	332,337	561,036	841,401	841,401	158,402
Debt Service	2,920,024	3,067,786	3,223,364	3,223,364	3,384,770
Transit Payments	13,540,000	12,016,370	13,990,000	13,990,000	10,580,000
Total Expenditures by Category	64,737,184	70,372,443	83,042,880	83,303,258	85,714,058
FTE SUMMARY					
By Fund					
1 Resolution Services	280.63	282.44	288.05	308.34	304.36
2 Contracted Services	204.07	210.78	245.59	260.85	280.95
6 Operating	46.79	57.93	60.76	62.52	64.02
7 Risk Management Reserve	1.00	1.00	1.00	1.00	1.00
Total Number of FTE	532.49	552.15	595.40	632.71	650.33

Multnomah Education Service District

2020-2021 Fiscal Year Annual Budget

1- Resolution Services Summary

The Resolution Services Fund accounts for the various programs provided to the component districts as specified by the resolutions. The major sources of revenues for this fund come exclusively from local property taxes and the State School Fund. In accordance with Oregon Revised Statute 334.177, a maximum of 10% of these revenues are transferred to the Operating Fund and used to pay for the general operating costs of the agency. The remaining 90% is apportioned to the eight component school districts according to extended average daily membership weighted (ADMw).

	Actual 2017-18	Actual 2018-19	Revised Budget 2019-20	Projected Actual 2019-20	Proposed Budget 2020-21
Resources					
Beginning Fund Balance	3,086,043	5,489,831	7,950,866	7,950,866	5,500,000
Revenues					
Current Year Taxes	31,736,906	32,984,901	34,572,000	34,572,000	35,868,000
Prior Year Taxes	477,001	1,245,163	450,000	450,000	467,000
Penalties & Interest Taxes	20,482	36,184	11,000	11,000	11,000
State School Support Fund	9,493,746	8,993,013	9,409,865	9,256,961	9,798,818
Services to Component LEAs	170	31,340	10,000	10,000	10,000
Revenue from Non-CTA LEAs		20,696			
Revenue From CTA NCD LEAs	33,724	9,202	7,500	7,500	7,500
E-Rate Revenue	2,215				
SSF School Lunch Match	(2,419)	(2,653)			
Other Restricted Grants In Aid	1,080,255	1,693,611	1,739,661	1,734,345	2,099,184
Other State Revenue	41,318	8,675	55,123	55,123	55,123
Medicaid SBHS Revenue	95,449	(4,865)			
Natnl School Lunch Program Rev					25,530
Contributions	655	6,150			
Recovery of Pr Yr Expenditures	(574)	(968)			
Miscellaneous Revenue	491	9,308			
Revenue From Non-LEAs	44,697	15,848	19,466	19,466	15,000
Allocated MAC Reven	208,515	209,027	238,585	238,585	122,063
Restricted-Intermediate Source	166,257		18,310	15,708	11,722
Total Revenues	43,398,888	45,254,632	46,531,510	46,370,688	48,490,940
Transfers In					
Total Transfers In					
TOTAL RESOURCES	46,484,931	50,744,463	54,482,376	54,321,554	53,990,940
Requirements					
Total Expenditures	36,692,287	38,364,732	44,102,298	44,216,709	43,384,608
Transfers Out					
To Facilities & Equip Reserves	130,000	205,000	145,000	145,000	145,000
To Operating Funds	4,172,813	4,325,926	4,446,683	4,428,996	4,614,482
Total Transfers Out	4,302,813	4,530,926	4,591,683	4,573,996	4,759,482
Contingency			5,788,395		5,846,850
Total Budget	40,995,100	42,895,656	54,482,376	48,790,705	53,990,940
Ending Fund Balance	5,489,831	7,848,806		5,530,849	
TOTAL REQUIREMENTS	46,484,931	50,744,463	54,482,376	54,321,554	53,990,940

Multnomah Education Service District
2020-2021 Fiscal Year Annual Budget
1- Resolution Services Summary

	Actual 2017-18	Actual 2018-19	Revised Budget 2019-20	Projected Actual 2019-20	Proposed Budget 2020-21
EXPENDITURE PERSPECTIVES					
By Department					
Administration	48,465	135,661	81,757	81,757	91,641
Facilities Services	40,088	39,325	20,686	20,686	22,280
Business Services	13,541,000	12,057,094	14,030,700	14,030,700	10,620,700
Human Resources	24,400	25,300	25,000	25,000	25,000
Technology Services	3,139,504	3,451,404	3,565,806	3,565,806	5,712,576
Special Education Services	8,064,253	9,927,207	12,042,807	12,199,542	11,377,602
School Health Services	7,730,258	8,095,893	9,445,684	9,445,684	10,229,487
Instructional Services	4,104,319	4,632,848	4,889,858	4,847,534	5,305,322
Total Expenditures by Department	36,692,287	38,364,732	44,102,298	44,216,709	43,384,608
By Function					
Instruction	6,826,367	8,149,546	9,257,725	9,332,226	9,399,546
Support Services	16,073,644	17,787,901	20,328,312	20,408,834	22,874,495
Enterprise & Community Service	252,276	410,915	526,261	485,649	530,567
Other Uses	13,540,000	12,016,370	13,990,000	13,990,000	10,580,000
Total Expenditures by Function	36,692,287	38,364,732	44,102,298	44,216,709	43,384,608
By Category					
Salaries	12,759,765	14,447,570	16,191,906	16,176,463	16,376,283
Associated Payroll Costs	7,108,996	7,760,027	9,966,532	10,043,610	10,515,646
Purchased Services	2,695,494	3,183,638	2,919,496	3,007,514	4,095,422
Supplies and Materials	582,412	913,807	1,020,962	985,720	1,803,855
Capital Outlay	5,620	43,320	13,402	13,402	13,402
Transit Payments	13,540,000	12,016,370	13,990,000	13,990,000	10,580,000
Total Expenditures by Category	36,692,287	38,364,732	44,102,298	44,216,709	43,384,608

Multnomah Education Service District

2020-2021 Fiscal Year Annual Budget

2- Contracted Services Summary

The Contracted Services Fund accounts for activities carried on for the benefit of participating local school districts, as well as food dispensing programs. The fund is self-supporting through grants and other reimbursements, mainly from the state and participating school districts. A maximum surcharge of 10% is added to the cost of services from this fund in order to cover the operating costs of the agency. Where grants specify a different overhead rate the lower rate is applied.

	Actual 2017-18	Actual 2018-19	Revised Budget 2019-20	Projected Actual 2019-20	Proposed Budget 2020-21
Resources					
Beginning Fund Balance	1,444,464	1,103,947	1,583,453	1,583,453	2,700,000
Revenues					
Services to Component LEAs	7,665,083	9,846,496	13,717,904	14,819,607	14,051,687
Revenue from Non-CTA LEAs		600,966	3,135,126	3,153,161	3,249,327
Revenue From CTA NCD LEAs	2,740,876	3,077,390	1,103,193	1,103,193	1,074,550
E-Rate Revenue	1,534				
SSF School Lunch Match	2,419	2,653			
Other Restricted Grants In Aid	1,024,885	1,704,001	307,115	307,115	1,541,485
Other State Revenue	(17,640)	6,198	100,000	100,000	100,000
ODE Contract Revenue	5,844,276	6,273,845	7,447,703	7,447,703	9,506,598
Medicaid Admin Claiming Rev	47,511	100,840			
Medicaid SBHS Revenue	820,281	272,775			
Restricted Revenue From Fed	246,969	244,715	359,050	359,050	317,779
Title I Revenue	635,931	963,362	1,240,464	1,240,464	1,144,219
USDHHS Passed Thru ODE Rev		10,048			
Natnl School Lunch Program Rev	161,282	232,014	161,825	161,825	216,235
Vocational Education	106,415	25,744			
IDEA Revenue	92,962	87,752	158,847	158,847	130,600
Title II Revenue	122,879	68,837			
Perkins Grant (84.048)	8,925	4,981	4,815	4,815	
Interest on Investments		14			
Sale of Meals-NonReimb Program	275				
Special Function Revenue	1,780	1,337	7,622	7,622	8,820
Sales To Component LEAs	30		1,500	1,500	1,500
TSPC PDC Fees	4,184	5,600	5,600	5,600	5,600
Community Yoga Class Donations	370				
Contributions	26,771	40,299	25,574	25,574	25,574
Recovery of Pr Yr Expenditures	7,602	(1,659)			
Miscellaneous Revenue	1,705	2,413	85,550	85,550	10,500
Revenue From Non-LEAs	193,648	493,145	550,566	550,566	455,738
Allocated MAC Reven	(208,515)	(209,027)			
Restricted-Intermediate Source	108,745	109,176	130,054	130,054	120,267
Total Revenues	19,641,183	23,963,915	28,542,508	29,662,246	31,960,479
Transfers In					
From Operating Funds	268,282				
Total Transfers In	268,282				
TOTAL RESOURCES	21,353,929	25,067,862	30,125,961	31,245,699	34,660,479
Requirements					
Total Expenditures	19,494,305	22,786,937	27,567,481	27,663,731	31,245,980

Multnomah Education Service District
2020-2021 Fiscal Year Annual Budget
2- Contracted Services Summary

	Actual 2017-18	Actual 2018-19	Revised Budget 2019-20	Projected Actual 2019-20	Proposed Budget 2020-21
Transfers Out					
Federal/State Indirect	651,129	713,315	796,091	801,455	870,000
To Facilities & Equip Reserves	104,548				
To Operating Funds			33,541	33,541	
Total Transfers Out	755,677	713,315	829,632	834,996	870,000
Contingency			1,728,848		2,544,499
Total Budget	20,249,982	23,500,251	30,125,961	28,498,727	34,660,479
Ending Fund Balance	1,103,947	1,567,610		2,746,972	
TOTAL REQUIREMENTS	21,353,929	25,067,861	30,125,961	31,245,699	34,660,479

EXPENDITURE PERSPECTIVES

By Department

Administration	31,584	9,217			
Facilities Services	2,212	307,828			
Human Resources	34,873	1,162			
Technology Services	605,338	664,163	749,750	779,343	778,052
Special Education Services	7,655,390	9,297,090	11,802,079	11,802,753	13,907,824
School Health Services	2,442,830	2,540,451	3,433,565	3,433,565	2,986,355
Instructional Services	8,722,078	9,967,026	11,582,087	11,648,070	13,573,749
Total Expenditures by Department	19,494,305	22,786,937	27,567,481	27,663,731	31,245,980

By Function

Instruction	10,784,860	12,512,877	14,889,842	14,939,675	16,207,780
Support Services	7,974,639	9,223,315	11,844,636	11,891,053	14,302,675
Enterprise & Community Service	732,594	742,917	833,003	833,003	735,525
Facilities Acq. & Construction	2,212	307,828			
Total Expenditures by Function	19,494,305	22,786,937	27,567,481	27,663,731	31,245,980

By Category

Salaries	10,760,206	11,859,000	13,884,886	13,837,691	15,162,601
Associated Payroll Costs	5,616,571	6,640,596	8,192,011	8,245,296	9,652,355
Purchased Services	2,263,855	2,794,168	3,964,299	4,060,562	4,792,091
Supplies and Materials	851,799	1,157,066	1,526,285	1,520,182	1,638,933
Capital Outlay	1,874	336,107			
Total Expenditures by Category	19,494,305	22,786,937	27,567,481	27,663,731	31,245,980

Multnomah Education Service District

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6- Operating Summary

The Operating Fund accounts for the general operating costs of the agency. In accordance with Oregon Revised Statute 334.177, 10% of local revenues from the Resolution Services Fund are transferred to this fund. In addition, a maximum 10% surcharge in the Contracted Services Fund is credited to this fund as overhead revenue.

	Actual 2017-18	Actual 2018-19	Revised Budget 2019-20	Projected Actual 2019-20	Proposed Budget 2020-21
Resources					
Beginning Fund Balance	3,077,601	3,189,388	3,728,276	3,728,276	3,700,000
Revenues					
Services to Component LEAs	3,294		5,945	5,937	15,000
Revenue From CTA NCD LEAs		5,017	114,641	114,641	130,811
E-Rate Revenue	5,473				
Other State Revenue	500	500			
Interest on Investments	194,849	346,283	280,000	317,870	115,000
Fingerprinting Service Revenue	175				
TSPC PDC Fees	4,800	5,560	5,000	3,000	5,000
Testing Service Revenue	90				
Rental/Lease Income	23,940	23,940	23,940	23,940	23,940
Contributions		11,367			
Finger Printing				865	
Recovery of Pr Yr Expenditures	(3,884)	3,396			
Fees-Non-Component Districts	236,802	310,624	265,000	280,000	310,000
Miscellaneous Revenue	26,822	24,949	26,000	35,580	25,000
Total Revenues	492,861	731,636	720,526	781,833	624,751
Transfers In					
Fees Charged to Grants	651,127	713,313	725,000	785,000	870,000
From Resolution Services Funds	4,172,813	4,325,926	4,446,683	4,428,996	4,614,482
From Contract Services Funds			33,541	33,541	
Total Transfers In	4,823,940	5,039,239	5,205,224	5,247,537	5,484,482
TOTAL RESOURCES	8,394,402	8,960,263	9,654,026	9,757,646	9,809,233
Requirements					
Total Expenditures	4,447,723	4,975,909	6,039,239	6,076,238	6,235,587
Transfers Out					
To Contract Services Funds	268,282				
To Facilities & Equip Reserves	489,009	256,100	259,200	259,200	265,100
Total Transfers Out	757,291	256,100	259,200	259,200	265,100
Contingency			155,587		68,546
Total Budget	5,205,014	5,232,008	6,454,026	6,335,438	6,569,233
Ending Fund Balance	3,189,388	3,728,254	3,200,000	3,422,208	3,240,000
TOTAL REQUIREMENTS	8,394,402	8,960,263	9,654,026	9,757,646	9,809,233

Multnomah Education Service District
2020-2021 Fiscal Year Annual Budget
6- Operating Summary

	Actual 2017-18	Actual 2018-19	Revised Budget 2019-20	Projected Actual 2019-20	Proposed Budget 2020-21
EXPENDITURE PERSPECTIVES					
By Department					
Administration	898,487	1,239,248	1,675,923	1,675,887	1,687,747
Facilities Services	341,850	616,032	740,083	749,483	736,506
Business Services	854,689	886,910	1,077,766	1,090,266	1,137,706
Human Resources	923,156	975,461	1,127,049	1,127,049	1,167,455
Technology Services	922,166	999,048	1,126,618	1,141,753	1,198,560
Special Education Services	190,459	203,040	224,259	224,259	235,976
School Health Services	77,854	58			
Instructional Services	239,062	56,112	67,541	67,541	71,637
Total Expenditures by Department	4,447,723	4,975,909	6,039,239	6,076,238	6,235,587
By Function					
Support Services	4,447,705	4,975,909	6,039,239	6,076,238	6,235,587
Enterprise & Community Service	18				
Total Expenditures by Function	4,447,723	4,975,909	6,039,239	6,076,238	6,235,587
By Category					
Salaries	2,745,851	2,883,172	3,419,279	3,424,976	3,483,580
Associated Payroll Costs	1,443,355	1,514,480	1,955,768	1,950,035	2,048,692
Purchased Services	62,634	358,498	325,705	345,805	391,163
Supplies and Materials	195,883	197,443	304,946	321,881	312,152
Capital Outlay		22,316	33,541	33,541	
Total Expenditures by Category	4,447,723	4,975,909	6,039,239	6,076,238	6,235,587

Multnomah Education Service District**2020-2021 Fiscal Year Annual Budget****3- Debt Service Summary**

As of FY18, the Debt Service Fund accounts for the principal and interest payments associated with the agency's one current bond issue. The OSBA Limited Tax Pension Obligations, Series 2004 were sold to fund the District's Public Employees Retirement System (PERS) unfunded actuarial liability. A benefit expense is applied to all payrolls to generate the funds necessary to pay this debt service. The funding is then recognized in the Debt Service Fund as revenue for services to other funds. FY17 shows the Full Faith & Credit Refunding Obligations, Series 2004. This general obligation issue refunded the 1997 Certificates of Participation (COP) originally used to fund the construction of Alpha High School and Arata Creek School. The debt service payment was funded by at transfer from the Operating Fund. The final payment for the second issue was due in May 2017.

	Actual 2017-18	Actual 2018-19	Revised Budget 2019-20	Projected Actual 2019-20	Proposed Budget 2020-21
Resources					
Beginning Fund Balance	81,272	64,481	7,413	7,413	
Revenues					
Interest on Investments	26,381	39,481	30,000	30,000	10,000
Services To Other Funds	<u>2,876,852</u>	<u>2,971,237</u>	<u>3,185,951</u>	<u>3,185,951</u>	<u>3,374,770</u>
Total Revenues	<u>2,903,233</u>	<u>3,010,718</u>	<u>3,215,951</u>	<u>3,215,951</u>	<u>3,384,770</u>
Transfers In					
Total Transfers In					
TOTAL RESOURCES	<u>2,984,505</u>	<u>3,075,199</u>	<u>3,223,364</u>	<u>3,223,364</u>	<u>3,384,770</u>
Requirements					
Total Expenditures	<u>2,920,024</u>	<u>3,067,786</u>	<u>3,223,364</u>	<u>3,223,364</u>	<u>3,384,770</u>
Total Budget	<u>2,920,024</u>	<u>3,067,786</u>	<u>3,223,364</u>	<u>3,223,364</u>	<u>3,384,770</u>
Ending Fund Balance	<u>64,481</u>	<u>7,413</u>			
TOTAL REQUIREMENTS	<u>2,984,505</u>	<u>3,075,199</u>	<u>3,223,364</u>	<u>3,223,364</u>	<u>3,384,770</u>

EXPENDITURE PERSPECTIVES

By Department					
Debt Services	<u>2,920,024</u>	<u>3,067,786</u>	<u>3,223,364</u>	<u>3,223,364</u>	<u>3,384,770</u>
Total Expenditures by Department	<u>2,920,024</u>	<u>3,067,786</u>	<u>3,223,364</u>	<u>3,223,364</u>	<u>3,384,770</u>
By Function					
Debt Service	<u>2,920,024</u>	<u>3,067,786</u>	<u>3,223,364</u>	<u>3,223,364</u>	<u>3,384,770</u>
Total Expenditures by Function	<u>2,920,024</u>	<u>3,067,786</u>	<u>3,223,364</u>	<u>3,223,364</u>	<u>3,384,770</u>
By Category					
Debt Service	<u>2,920,024</u>	<u>3,067,786</u>	<u>3,223,364</u>	<u>3,223,364</u>	<u>3,384,770</u>
Total Expenditures by Category	<u>2,920,024</u>	<u>3,067,786</u>	<u>3,223,364</u>	<u>3,223,364</u>	<u>3,384,770</u>

Multnomah Education Service District
2020-2021 Fiscal Year Annual Budget
4- Facilities & Equipment Reserve Summary

This fund accounts for facility acquisitions and improvements as well as major maintenance projects. In addition, it also accounts for the accumulation of resources for future acquisition of major software, equipment and furniture. It is funded primarily by transfers from the Operating and Resolution Funds.

	Actual 2017-18	Actual 2018-19	Revised Budget 2019-20	Projected Actual 2019-20	Proposed Budget 2020-21
Resources					
Beginning Fund Balance	1,020,402	1,250,589	1,343,226	1,343,226	658,000
Revenues					
E-Rate Revenue	22,076	40,494	95,000	95,000	375,000
Miscellaneous Revenue	268				
Total Revenues	22,344	40,494	95,000	95,000	375,000
Transfers In					
From Resolution Services Funds	130,000	205,000	145,000	145,000	145,000
From Contract Services Funds	104,548				
From Operating Funds	489,009	256,100	259,200	259,200	265,100
Total Transfers In	723,557	461,100	404,200	404,200	410,100
TOTAL RESOURCES	1,766,303	1,752,183	1,842,426	1,842,426	1,443,100
Requirements					
Total Expenditures	515,714	414,619	1,172,208	1,184,926	472,500
Contingency			470,218		585,600
Total Budget	515,714	414,619	1,642,426	1,184,926	1,058,100
Ending Fund Balance	1,250,589	1,337,564	200,000	657,500	385,000
TOTAL REQUIREMENTS	1,766,303	1,752,183	1,842,426	1,842,426	1,443,100

Multnomah Education Service District
2020-2021 Fiscal Year Annual Budget
4- Facilities & Equipment Reserve Summary

	Actual 2017-18	Actual 2018-19	Revised Budget 2019-20	Projected Actual 2019-20	Proposed Budget 2020-21
EXPENDITURE PERSPECTIVES					
By Department					
Facilities Services	489,145	254,641	262,500	275,218	237,500
Technology Services	<u>26,569</u>	<u>159,978</u>	<u>909,708</u>	<u>909,708</u>	<u>235,000</u>
Total Expenditures by Department	<u>515,714</u>	<u>414,619</u>	<u>1,172,208</u>	<u>1,184,926</u>	<u>472,500</u>
By Function					
Support Services	393,089	405,225	1,167,208	1,179,926	467,500
Facilities Acq. & Construction	<u>122,625</u>	<u>9,394</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
Total Expenditures by Function	<u>515,714</u>	<u>414,619</u>	<u>1,172,208</u>	<u>1,184,926</u>	<u>472,500</u>
By Category					
Purchased Services	165,225	214,967	322,750	335,468	287,500
Supplies and Materials	25,646	40,359	55,000	55,000	40,000
Capital Outlay	<u>324,843</u>	<u>159,293</u>	<u>794,458</u>	<u>794,458</u>	<u>145,000</u>
Total Expenditures by Category	<u>515,714</u>	<u>414,619</u>	<u>1,172,208</u>	<u>1,184,926</u>	<u>472,500</u>

Multnomah Education Service District
2020-2021 Fiscal Year Annual Budget
7- Risk Management Reserve Summary

The purpose of this fund is to pay for costs associated with risk management activities including insurance premiums, activities to prevent or minimize exposure and incurred losses. A benefit expense is applied to all payrolls to generate the funds necessary to support these activities. The funding is then recognized in the Risk Management Fund as revenue for services to other funds.

	Actual 2017-18	Actual 2018-19	Revised Budget 2019-20	Projected Actual 2019-20	Proposed Budget 2020-21
Resources					
Beginning Fund Balance	555,069	768,308	923,532	923,532	930,000
Revenues					
Miscellaneous Revenue	60,200	42,558	46,913	46,913	
Expenditure Subsidy		217			
Services To Other Funds	820,170	874,909	897,990	897,990	966,183
Total Revenues	880,370	917,684	944,903	944,903	966,183
TOTAL RESOURCES	1,435,439	1,685,992	1,868,435	1,868,435	1,896,183
Requirements					
Total Expenditures	667,131	762,460	938,290	938,290	990,613
Contingency			430,145		355,570
Total Budget	667,131	762,460	1,368,435	938,290	1,346,183
Ending Fund Balance	768,308	923,532	500,000	930,145	550,000
TOTAL REQUIREMENTS	1,435,439	1,685,992	1,868,435	1,868,435	1,896,183

EXPENDITURE PERSPECTIVES

By Department					
Administration			20,000	20,000	
Business Services	667,131	762,460	907,729	907,729	980,031
Human Resources			10,561	10,561	10,582
Total Expenditures by Department	667,131	762,460	938,290	938,290	990,613
By Function					
Support Services	667,131	762,460	938,290	938,290	990,613
Total Expenditures by Function	667,131	762,460	938,290	938,290	990,613
By Category					
Salaries	101,306	106,926	117,209	117,209	118,616
Associated Payroll Costs	55,761	56,768	65,214	65,214	67,071
Purchased Services	501,785	583,002	728,962	728,962	778,021
Supplies and Materials	8,279	15,764	26,905	26,905	26,905
Total Expenditures by Category	667,131	762,460	938,290	938,290	990,613



Expenditures by Department

This section includes two documents per department. The first provides a brief description of the department, its primary funding sources, and a description of any signification changes in services, funding and FTE in the proposed budget. The next document displays the expenditure perspectives by category, division and fund followed by position summaries by division and fund.

Administration

Department Description:

The purpose of Administration is to assist component district efforts in providing efficient and high quality education opportunities for students served.

The Superintendent serves as the Board's Executive Officer, Chief Administrator of MESD, Budget Officer, and Executive Officer of the Local Contract Review Board. The Superintendent is tasked with organizing the staff and facilities of MESD to optimize the quality of services and efficiency of operation and to delegate appropriate authority to members of the Administrative/Supervisory staff as necessary, in the judgment of the Superintendent, for the operation of MESD.

Administration also includes Strategic Engagement which is responsible for partnerships, government affairs, grants and communications.

Primary Funding Sources:

Operating Fund

Brief Description of significant department / service changes:

No significant changes have been incorporated into the budget at this time.

Brief Description of significant funding changes:

Because 2020-21 will be a Board member election year, election fees have been added to the Board budget.

Brief Description of FTE changes:

The 2020-2021 Proposed budget assumes that the K-12/Higher Education Collaboration Coordinator and a fraction of a Strategic Engagement position are funded through Student Success Act funding.

Multnomah Education Service District
2020-2021 Fiscal Year Annual Budget
Expenditures by Department
100- Administration

	Actual 2017-18	Actual 2018-19	Revised Budget 2019-20	Projected Actual 2019-20	Proposed Budget 2020-21
EXPENDITURE PERSPECTIVES					
By Category					
Salaries	561,302	734,949	1,014,387	1,014,472	931,468
Associated Payroll Costs	243,937	322,142	500,053	499,932	483,823
Purchased Services	153,940	311,044	206,120	206,120	316,977
Supplies and Materials	19,357	15,991	57,120	57,120	47,120
Total by Category	978,536	1,384,126	1,777,680	1,777,644	1,779,388
By Division					
100 Board of Directors	109,971	262,061	157,450	157,450	305,740
110 Administration	705,664	810,915	1,233,014	1,233,014	1,087,462
500 Communication Services	160,421	308,670	384,736	384,700	383,706
520 School Closure	2,480	2,480	2,480	2,480	2,480
Total by Division	978,536	1,384,126	1,777,680	1,777,644	1,779,388
By Fund					
1 Resolution Services	48,465	135,661	81,757	81,757	91,641
2 Contracted Services	31,584	9,217			
6 Operating	898,487	1,239,248	1,675,923	1,675,887	1,687,747
7 Risk Management Reserve			20,000	20,000	
Total by Fund	978,536	1,384,126	1,777,680	1,777,644	1,779,388
FTE SUMMARY					
By Division					
110 Administration	4.00	4.00	5.42	6.00	5.00
160 Agency Support					
500 Communication Services	1.27	2.52	3.37	2.99	2.89
530 Foundation					
Total Number of FTE	5.27	6.52	8.79	8.99	7.89
By Fund					
1 Resolution Services		1.00	1.00	1.00	1.00
2 Contracted Services	1.00				
6 Operating	4.27	5.52	7.79	7.99	6.89
Total Number of FTE	5.27	6.52	8.79	8.99	7.89

Facilities

Department Description:

The Facilities Services department provides high quality project management, maintenance, custodial and transportation services to all MESD-operated sites. In addition, the department provides mail distribution and office supply services to all ESD facilities. Services include:

The Facilities Service team takes an active role in suggesting, planning and budgeting for capital projects. Once projects are approved, Facilities Service administers and manages these projects from bid process through completion.

The Facilities Maintenance team provides a wide variety of repairs and support services including everything from roof repair to rearranging furniture. All repairs related to MESD buildings are either directly conducted by or supervised by Facilities staff.

The Custodial staff provides services to the seven locations operated by MESD. They ensure that all the buildings are cleaned nightly during the school year and also perform minor repairs, and moving materials.

Ainsworth Mail/Supply Room staff provides mail support for all agency staff as well as maintains a ready supply of forms and other office supplies.

The transportation side of the department provides courier and transportation services between the MESD locations, MESD component districts, and school districts in Clackamas ESD and NW Regional ESD.

Primary Funding Sources:

Resolution and operating funds

Brief Description of significant department / service changes:

No significant changes.

Brief Description of significant funding changes:

The 2019-20 budget included the one-time purchase of a van. Relative to 2019-20, a more limited number of facilities reserve projects are currently planned pending future decisions.

Brief Description of FTE changes:

There are no FTE changes currently planned for 2020-21.

Multnomah Education Service District
2020-2021 Fiscal Year Annual Budget
Expenditures by Department
150- Facilities Services

	Actual 2017-18	Actual 2018-19	Revised Budget 2019-20	Projected Actual 2019-20	Proposed Budget 2020-21
EXPENDITURE PERSPECTIVES					
By Category					
Salaries	336,580	353,706	403,490	403,490	423,512
Associated Payroll Costs	212,684	217,274	263,864	263,864	276,424
Purchased Services	(59,252)	148,501	225,874	246,192	197,960
Supplies and Materials	58,440	47,139	96,500	98,300	98,390
Capital Outlay	324,843	451,206	33,541	33,541	
Total by Category	873,295	1,217,826	1,023,269	1,045,387	996,286
By Division					
150 Facility Services	761,382	1,068,571	895,868	917,986	898,124
155 Transportation Services	94,684	133,851	104,401	104,401	75,162
510 Printing & Graphics	17,229	15,404	23,000	23,000	23,000
Total by Division	873,295	1,217,826	1,023,269	1,045,387	996,286
By Fund					
1 Resolution Services	40,088	39,325	20,686	20,686	22,280
2 Contracted Services	2,212	307,828			
4 Facilities & Equipment Reserve	489,145	254,641	262,500	275,218	237,500
6 Operating	341,850	616,032	740,083	749,483	736,506
Total by Fund	873,295	1,217,826	1,023,269	1,045,387	996,286
FTE SUMMARY					
By Division					
150 Facility Services	12.00	12.00	13.50	13.97	13.50
155 Transportation Services	1.00	1.52	.97	.50	.97
510 Printing & Graphics					
Total Number of FTE	13.00	13.52	14.47	14.47	14.47
By Fund					
1 Resolution Services	.50	.50	.47		.47
6 Operating	12.50	13.02	14.00	14.47	14.00
Total Number of FTE	13.00	13.52	14.47	14.47	14.47

Business Services

Department Description:

Business Services provides accounting, financial, budgeting, payroll, and purchasing services to the MESD.

Fiscal Services include preparing the annual budget, preparing and maintaining the resolution service plan, preparing requests for proposals and managing bid and procurement processes, audit services and comprehensive annual financial report preparation, and providing fiscal leadership to the organization. Accounting Services performs all accounts payable, accounts receivable, and general ledger functions for the agency. Starting in 2017-18 Risk Management moved to Business Services.

Primary Funding Sources:

Operating Fund.

Brief Description of significant department / service changes:

For 2020-21, it is anticipated that a Business Manager for Corbett School District will be hired through the MESD. The position will be funded through Corbett's resolution funds.

Brief Description of significant funding changes:

Transit funds are reduced pending district selections this spring.

Brief Description of FTE changes:

During the 2019-20 year, Business Services has experienced vacancies in two positions. 2020-2021 includes the addition of one FTE for the Corbett Business Manager.

Multnomah Education Service District
2020-2021 Fiscal Year Annual Budget
Expenditures by Department
200- Business Services

	Actual 2017-18	Actual 2018-19	Revised Budget 2019-20	Projected Actual 2019-20	Proposed Budget 2020-21
EXPENDITURE PERSPECTIVES					
By Category					
Salaries	642,715	693,965	804,892	804,892	879,521
Associated Payroll Costs	320,308	347,657	438,461	438,461	499,315
Purchased Services	541,494	621,371	740,767	753,267	737,526
Supplies and Materials	18,303	27,101	42,075	42,075	42,075
Transit Payments	13,540,000	12,016,370	13,990,000	13,990,000	10,580,000
Total by Category	15,062,820	13,706,464	16,016,195	16,028,695	12,738,437
By Division					
210 Business Services Admin	195,219	227,877	230,015	230,015	313,998
220 Fiscal Services	1,327,601	1,462,217	1,796,180	1,808,680	1,844,439
221 Fiscal Services-Transits	13,540,000	12,016,370	13,990,000	13,990,000	10,580,000
Total by Division	15,062,820	13,706,464	16,016,195	16,028,695	12,738,437
By Fund					
1 Resolution Services	13,541,000	12,057,094	14,030,700	14,030,700	10,620,700
6 Operating	854,689	886,910	1,077,766	1,090,266	1,137,706
7 Risk Management Reserve	667,131	762,460	907,729	907,729	980,031
Total by Fund	15,062,820	13,706,464	16,016,195	16,028,695	12,738,437
FTE SUMMARY					
By Division					
210 Business Services Admin	1.00	1.00	1.00	2.00	2.00
220 Fiscal Services	8.00	8.00	9.00	6.00	9.00
230 Co-op Warehouse					
Total Number of FTE	9.00	9.00	10.00	8.00	11.00
By Fund					
6 Operating	8.00	8.00	9.00	7.00	10.00
7 Risk Management Reserve	1.00	1.00	1.00	1.00	1.00
Total Number of FTE	9.00	9.00	10.00	8.00	11.00

Human Resources

Department Description:

The Human Resources department supports the MESD community to succeed in the delivery of services to children and families by providing resources and knowledge to meet their personal and professional needs. This is accomplished through the recruitment and hiring of quality permanent and temporary staff, administration of employee benefits, management of worker's compensation and leaves of absences, and tracking of licensure and professional development.

Starting in 2017-18 Payroll moved to Human Resources as part of the Superintendent's management realignment.

Primary Funding Sources:

Operating Fund

Brief Description of significant department / service changes:

No significant changes anticipated.

Brief Description of significant funding changes:

No significant changes anticipated.

Brief Description of FTE changes:

There are no FTE changes currently planned for 2019-20.

Multnomah Education Service District
2020-2021 Fiscal Year Annual Budget
Expenditures by Department
400- Human Resources

	Actual 2017-18	Actual 2018-19	Revised Budget 2019-20	Projected Actual 2019-20	Proposed Budget 2020-21
EXPENDITURE PERSPECTIVES					
By Category					
Salaries	547,343	571,531	648,248	648,248	670,118
Associated Payroll Costs	353,933	378,627	452,772	452,772	457,929
Purchased Services	55,892	27,741	30,825	30,825	44,225
Supplies and Materials	25,261	24,024	30,765	30,765	30,765
Total by Category	982,429	1,001,923	1,162,610	1,162,610	1,203,037
By Division					
400 Human Resources	982,429	1,001,923	1,162,610	1,162,610	1,203,037
Total by Division	982,429	1,001,923	1,162,610	1,162,610	1,203,037
By Fund					
1 Resolution Services	24,400	25,300	25,000	25,000	25,000
2 Contracted Services	34,873	1,162			
6 Operating	923,156	975,461	1,127,049	1,127,049	1,167,455
7 Risk Management Reserve			10,561	10,561	10,582
Total by Fund	982,429	1,001,923	1,162,610	1,162,610	1,203,037
FTE SUMMARY					
By Division					
400 Human Resources	8.47	8.00	8.75	8.75	8.75
Total Number of FTE	8.47	8.00	8.75	8.75	8.75
By Fund					
2 Contracted Services	.47				
6 Operating	8.00	8.00	8.75	8.75	8.75
Total Number of FTE	8.47	8.00	8.75	8.75	8.75

Technology Services

Department Description:

Multnomah ESD is a founding member of the Cascade Technology Alliance (CTA). This organization is created through the participation of the Multnomah ESD, Columbia Gorge ESD, Northwest Regional ESD, and Willamette ESD technology departments. The technology staffs from these ESDs have combined to form a single organizational group that serves their 53 constituent districts, as well as other public and nonprofit agencies in need of technology solutions.

The Technology Services department provides services both to the component districts through resolution and contracted services as well as internally to MESD. The goal of Technology Services is to deliver administrative computer technology and support designed to increase the component district's efficiency and improve internal and external communications. The services fall into four primary categories: Student Information Services, Business Systems Support, Network Services, and Internal Agency Support.

Student Information Services provides comprehensive computer services for administrative student applications. CTA supports a web-based student information system with access for administrators, teachers and professional staff concerned with the management of student records. This integrated system includes demographics, scheduling, attendance, progress/grade reporting, graduation requirement tracking, state reporting, special education, and grade book access for parents and students.

Business Systems Support provides extensive integrated administrative, financial and human resource computer systems. CTA supports a web-based financial and human resources system.

The Network Services division manages the Wide Area Network (WAN). Management of the WAN responsibilities includes deployment of updated routers, router maintenance, network management and connection to the Internet, and other emerging networks.

Lastly, Internal Agency Support provides Local Area Network (LAN) and desktop support services. Internal Agency Support provides industry standards based hardware and software to MESD employees and students.

Primary Funding Sources:

Resolution, contracted, and operating funds

Brief Description of significant service/funding changes:

Following a pilot project in 2019-20 using the equipment reserve fund (Fund 4), a significant investment in network infrastructure is planned using district resolution funds (Fund 1).

Brief Description of FTE changes:

Shifts occurring during the 2019-20 year include the addition of a network position to support the expanded infrastructure.

Multnomah Education Service District
2020-2021 Fiscal Year Annual Budget
Expenditures by Department
600- Technology Services

	Actual 2017-18	Actual 2018-19	Revised Budget 2019-20	Projected Actual 2019-20	Proposed Budget 2020-21
EXPENDITURE PERSPECTIVES					
By Category					
Salaries	2,216,329	2,233,679	2,547,604	2,575,474	2,593,536
Associated Payroll Costs	1,186,026	1,155,751	1,396,207	1,393,627	1,487,724
Purchased Services	1,143,888	1,475,313	1,361,830	1,366,133	2,467,304
Supplies and Materials	147,334	314,265	238,381	253,516	1,217,222
Capital Outlay		95,585	807,860	807,860	158,402
Total by Category	4,693,577	5,274,593	6,351,882	6,396,610	7,924,188
By Division					
610 Student Applications	1,373,440	1,354,952	2,078,266	2,078,266	1,576,376
620 Business Applications	214,213	315,926	397,109	302,185	404,897
630 Infrastructure Services	1,680,270	2,015,425	2,117,731	2,117,731	4,109,149
640 Internal Agency Support	718,869	765,765	860,033	970,092	917,022
650 Application Development	312,980	329,604	366,719	371,823	362,664
660 Substitute Registration	87,966	87,675	93,993	93,993	98,692
670 Meeting Room Technology	13,463	70,687	55,000	55,000	40,000
695 Support Services	292,376	334,559	383,031	407,520	415,388
Total by Division	4,693,577	5,274,593	6,351,882	6,396,610	7,924,188
By Fund					
1 Resolution Services	3,139,504	3,451,404	3,565,806	3,565,806	5,712,576
2 Contracted Services	605,338	664,163	749,750	779,343	778,052
4 Facilities & Equipment Reserve	26,569	159,978	909,708	909,708	235,000
6 Operating	922,166	999,048	1,126,618	1,141,753	1,198,560
Total by Fund	4,693,577	5,274,593	6,351,882	6,396,610	7,924,188
FTE SUMMARY					
By Division					
610 Student Applications	13.00	14.00	14.14	13.25	13.00
620 Business Applications	1.52	1.52	1.52	.87	1.48
630 Infrastructure Services	2.83	2.83	3.08	3.08	4.08
640 Internal Agency Support	5.41	6.41	5.91	6.01	6.01
650 Application Development	3.18	3.18	2.48	2.23	2.30
660 Substitute Registration					
695 Support Services	3.69	3.69	3.65	3.46	3.43
Total Number of FTE	29.63	31.63	30.78	28.90	30.30
By Fund					
1 Resolution Services	15.83	16.83	17.22	16.33	17.08
2 Contracted Services	6.87	6.87	6.13	5.69	5.73
6 Operating	6.93	7.93	7.43	6.88	7.49
Total Number of FTE	29.63	31.63	30.78	28.90	30.30

Student Services - Special Education Services

Department Description:

The Special Education Services Department (SPED) provides special education services for students K-21 to our component districts as well as to districts outside of Multnomah County. Staff includes teachers, educational assistants, behavioral and instructional consultants, school psychologists, speech pathologists, physical therapists, assistive technology consultants, occupational therapists, various levels of support staff, supervisors and a coordinator. Special Education Services collaborates with community organizations and our component districts to ensure that every child with a disability is provided the best educational opportunities available.

The SPED department is organized into Functional Living Skills (FLS), FLS Alternative at Wheatley School, Arata/Burlingame/Knott/Four Creeks, and Related Services. In addition, each division is comprised of several programs.

Primary Funding Sources:

Resolution funds and contracts for service, IDEA, federal grants, and ODE sub-grants

Brief Description of significant department / service changes:

In the 2019-20 year, a Therapeutic Classroom program was added to the Helensview building.

No significant additional expansion is anticipated for 2020-2021.

Brief Description of significant funding changes:

Department services fluctuate to meet the needs of component districts and the regional student population.

Brief Description of FTE changes:

Staffing has increased throughout 2019-20 year. Staffing increases are primarily in the SESP, BH and TC programs.

Additions to staff are primarily Education Assistants. Relative to 2019-20 Adopted budget, the additional staff also includes approximately 7.7 licensed FTE, 2.0 supervisor FTE, 0.72 FTE for School Health Assistants.

Multnomah Education Service District
2020-2021 Fiscal Year Annual Budget
Expenditures by Department
700- Special Education Services

	Actual 2017-18	Actual 2018-19	Revised Budget 2019-20	Projected Actual 2019-20	Proposed Budget 2020-21
EXPENDITURE PERSPECTIVES					
By Category					
Salaries	8,677,263	10,571,027	12,960,703	12,895,093	13,777,180
Associated Payroll Costs	4,974,602	6,087,709	8,212,297	8,289,418	9,395,939
Purchased Services	1,809,252	2,145,420	2,088,894	2,211,676	1,855,672
Supplies and Materials	441,491	623,181	807,251	830,367	492,611
Capital Outlay	7,494				
Total by Category	15,910,102	19,427,337	24,069,145	24,226,554	25,521,402
By Division					
710 EI/ECSE	4,242	639	23,674	23,674	23,674
750 Special Education	10,372,518	9,234,596	10,203,478	10,273,770	10,297,119
755 Helensview SPED			783,580	818,635	965,186
780 Related Services	1,459,479	2,540,106	3,247,009	3,242,234	3,138,928
940 LTCT and Hospital	1,053	11			
960 Arata Creek	4,072,810	7,651,985	9,811,404	9,868,241	11,096,495
Total by Division	15,910,102	19,427,337	24,069,145	24,226,554	25,521,402
By Fund					
1 Resolution Services	8,064,253	9,927,207	12,042,807	12,199,542	11,377,602
2 Contracted Services	7,655,390	9,297,090	11,802,079	11,802,753	13,907,824
6 Operating	190,459	203,040	224,259	224,259	235,976
Total by Fund	15,910,102	19,427,337	24,069,145	24,226,554	25,521,402
FTE SUMMARY					
By Division					
710 EI/ECSE					
750 Special Education	144.34	125.69	123.19	124.56	130.92
755 Helensview SPED			5.74	10.10	10.42
780 Related Services	18.04	25.00	33.10	27.52	40.48
960 Arata Creek	47.68	70.36	115.03	144.73	131.12
Total Number of FTE	210.06	221.05	277.06	306.91	312.94
By Fund					
1 Resolution Services	119.40	121.65	131.10	150.72	140.23
2 Contracted Services	89.66	98.40	144.96	155.19	171.71
6 Operating	1.00	1.00	1.00	1.00	1.00
Total Number of FTE	210.06	221.05	277.06	306.91	312.94

Student Services - School Health Services

Department Description:

The Department of School Health Services (SHS) provides and coordinates specialized health services that support the educational experience for students enrolled in our component districts as well as some Clackamas County districts. Staff includes nurses, school health assistants, support staff, outreach and eligibility specialists, audiologists and immunization specialists. The department coordinates the services MESD staff provides to students with parents and families, school district staff, community health care providers, health care systems, local and state health departments, hospital staff, and other community partners. The department works to ensure that all areas of health and education are supported for our students' physical, emotional and mental well-being. Together, an essential connection is formed between health and education helping Oregon achieve its vision for health and education transformation.

The Department of School Health Services is comprised of many programs, including population-based nursing services, contracted and grant funded nursing services, special needs nursing including 1:1 nursing for students with complex health needs, nurse consultation, immunization tracking and monitoring, communicable disease surveillance, health education and training, health insurance eligibility and enrollment services.

Primary Funding Sources:

Resolution Funds, Local District Contracts

Brief Description of significant department / service changes:

Department services fluctuate to meet the needs of component districts and the regional student population.

Brief Description of significant funding/FTE changes:

Changes reflect fluctuations in component district needs as well as the proportion of services provided through Agency employees versus contracted positions.

Multnomah Education Service District
2020-2021 Fiscal Year Annual Budget
Expenditures by Department
800- School Health Services

	Actual 2017-18	Actual 2018-19	Revised Budget 2019-20	Projected Actual 2019-20	Proposed Budget 2020-21
EXPENDITURE PERSPECTIVES					
By Category					
Salaries	6,341,693	6,500,001	7,245,066	7,245,066	7,484,251
Associated Payroll Costs	3,246,299	3,583,271	4,686,452	4,686,452	4,789,993
Purchased Services	451,398	385,481	667,735	667,735	661,602
Supplies and Materials	211,552	167,649	279,996	279,996	279,996
Total by Category	10,250,942	10,636,402	12,879,249	12,879,249	13,215,842
By Division					
810 Health Services	10,250,942	10,636,402	12,879,249	12,879,249	13,215,842
Total by Division	10,250,942	10,636,402	12,879,249	12,879,249	13,215,842
By Fund					
1 Resolution Services	7,730,258	8,095,893	9,445,684	9,445,684	10,229,487
2 Contracted Services	2,442,830	2,540,451	3,433,565	3,433,565	2,986,355
6 Operating	77,854	58			
Total by Fund	10,250,942	10,636,402	12,879,249	12,879,249	13,215,842
FTE SUMMARY					
By Division					
450 Employee Committees					
810 Health Services	142.03	144.90	136.16	140.77	149.46
850 Social Services					
Total Number of FTE	142.03	144.90	136.16	140.77	149.46
By Fund					
1 Resolution Services	114.18	108.83	104.91	106.30	113.07
2 Contracted Services	23.31	22.16	19.09	20.26	21.13
6 Operating	4.54	13.91	12.16	14.21	15.26
Total Number of FTE	142.03	144.90	136.16	140.77	149.46

Instructional Services

Department Description:

The Instructional Services department provides a variety of value added services to teachers, administrators, para-educators, students and parents in our component districts as well as to districts outside of Multnomah County.

Students in MESD's educational programs receive comprehensive educational support, social services, career training, college assistance, environmental education, and specialized education services within one or more of the following programs and/or schools: Incarcerated Programs, Helensview, Home School Registration, Migrant Education, and Outdoor School. These programs emphasize compassion for others, nonviolent ways of settling disputes, resiliency to handle life's challenges, and preparation for college, work, parenthood, and civic responsibility.

Instructional Services provides instruction for students enrolled in regional programs, instructional support for schools, and professional development for educators on a wide range of topics. These programs offer a variety of enrichment and enhancement opportunities which complement instruction within our component districts.

Primary Funding Sources:

Resolution Funds, Local District Contracts, ODE Contracts

Brief Description of significant department / service changes:

Department services changes to meet the needs of component districts and the regional student population.

Brief Description of significant funding changes:

As of the Proposed budget, the Student Success Act support funding is estimated at the level shared with ESDs in fall 2019. We will adjust this as more information is known.

Some contracts with ODE are still pending and/or estimated and will be adjusted in the budget prior to adoption. We continually seek additional contract and grant opportunities to serve the needs of children and families.

Brief Description of FTE changes:

FTE changes are a result of changes in service requests and contracts.

Multnomah Education Service District
2020-2021 Fiscal Year Annual Budget
Expenditures by Department
900- Instructional Services

	Actual 2017-18	Actual 2018-19	Revised Budget 2019-20	Projected Actual 2019-20	Proposed Budget 2020-21
EXPENDITURE PERSPECTIVES					
By Category					
Salaries	7,043,903	7,637,810	7,988,890	7,969,604	8,381,494
Associated Payroll Costs	3,686,894	3,879,440	4,229,419	4,279,629	4,892,617
Purchased Services	1,592,381	2,019,402	2,939,167	2,996,363	4,062,931
Supplies and Materials	742,281	1,105,089	1,382,010	1,317,549	1,613,666
Capital Outlay		14,245			
Total by Category	13,065,459	14,655,986	16,539,486	16,563,145	18,950,708
By Division					
900 Instructional Services	306,100	124,187	1,228,528	1,228,160	2,728,535
910 Curriculum & Instruction	584,604	1,056,111	896,820	896,793	897,657
920 Outdoor School	3,040,439	3,949,047	4,161,660	4,118,888	4,767,005
940 LTCT and Hospital	3,233,883	3,114,894	3,094,636	3,094,636	3,218,090
950 Helensview	2,476,414	2,556,467	2,396,009	2,464,363	2,461,889
970 Youth Correction Education	2,774,183	3,114,669	3,654,302	3,649,448	3,859,472
980 Alternative Pathways	231,738	231,672	291,350	291,236	298,648
990 Migrant Education	418,098	508,939	816,181	819,621	719,412
Total by Division	13,065,459	14,655,986	16,539,486	16,563,145	18,950,708
By Fund					
1 Resolution Services	4,104,319	4,632,848	4,889,858	4,847,534	5,305,322
2 Contracted Services	8,722,078	9,967,026	11,582,087	11,648,070	13,573,749
6 Operating	239,062	56,112	67,541	67,541	71,637
Total by Fund	13,065,459	14,655,986	16,539,486	16,563,145	18,950,708
FTE SUMMARY					
By Division					
530 Foundation					
850 Social Services					
900 Instructional Services	2.19	1.25	1.28	2.87	3.86
910 Curriculum & Instruction	5.25	7.25	6.29	6.53	5.68
920 Outdoor School	11.41	13.65	12.78	12.74	13.31
940 LTCT and Hospital	32.19	31.07	28.87	30.58	29.57
950 Helensview	24.30	26.06	22.41	23.38	22.39
970 Youth Correction Education	31.59	30.32	28.89	30.23	31.07
980 Alternative Pathways	2.50	2.50	2.50	2.50	2.50
990 Migrant Education	5.60	5.43	6.37	7.09	7.14
Total Number of FTE	115.03	117.53	109.39	115.92	115.52
By Fund					
1 Resolution Services	30.72	33.63	33.35	33.99	32.51
2 Contracted Services	82.76	83.35	75.41	79.71	82.38
6 Operating	1.55	.55	.63	2.22	.63
Total Number of FTE	115.03	117.53	109.39	115.92	115.52

Debt Service and Capital Expenditures

This section completes the budget picture by providing additional information describing details on the Agency's debt issues and upcoming capital maintenance and equipment reserve expenditures

Multnomah Education Service District**Debt Service Schedule****PERS UAL Bonding
OSBA Limited Tax Pension Obligations, Series 2004**

Period Ending	Principal	Coupon	Interest	Debt Service	Total Annual Debt Service	Principal Balance Remaining
Dec-2011			883,658	883,658		
Jun-2012	375,000	4.59%	883,658	1,258,658	2,142,316	32,330,000
Dec-2012			875,055	875,055		
Jun-2013	510,000	4.77%	875,055	1,385,055	2,260,111	31,820,000
Dec-2013			862,884	862,884		
Jun-2014	655,000	4.79%	862,884	1,517,884	2,380,768	31,165,000
Dec-2014			847,187	847,187		
Jun-2015	810,000	4.92%	847,187	1,657,187	2,504,374	30,355,000
Dec-2015			827,249	827,249		
Jun-2016	985,000	5.02%	827,249	1,812,249	2,639,498	29,370,000
Dec-2016			802,511	802,511		
Jun-2017	1,170,000	5.12%	802,511	1,972,511	2,775,021	28,200,000
Dec-2017			772,541	772,541		
Jun-2018	1,375,000	5.22%	772,541	2,147,541	2,920,082	26,825,000
Dec-2018			736,633	736,633		
Jun-2019	1,595,000	5.32%	736,633	2,331,633	3,068,266	25,230,000
Dec-2019			694,182	694,182		
Jun-2020	1,835,000	5.37%	694,182	2,529,182	3,223,364	23,395,000
Dec-2020			644,885	644,885		
Jun-2021	2,095,000	5.42%	644,885	2,739,885	3,384,770	21,300,000
Dec-2021			588,079	588,079		
Jun-2022	2,375,000	5.47%	588,079	2,963,079	3,551,158	18,925,000
Dec-2022			523,087	523,087		
Jun-2023	2,680,000	5.53%	523,087	3,203,087	3,726,174	16,245,000
Dec-2023			449,012	449,012		
Jun-2024	3,015,000	5.53%	449,012	3,464,012	3,913,024	13,230,000
Dec-2024			365,677	365,677		
Jun-2025	3,370,000	5.53%	365,677	3,735,677	4,101,354	9,860,000
Dec-2025			272,530	272,530		
Jun-2026	3,755,000	5.53%	272,530	4,027,530	4,300,061	6,105,000
Dec-2026			168,742	168,742		
Jun-2027	4,170,000	5.53%	168,742	4,338,742	4,507,484	1,935,000
Dec-2027			53,483	53,483		
Jun-2028	1,935,000	5.53%	53,483	1,988,483	2,041,967	0

Facilities and Equipment Reserve Plan

Summary of Significant Changes from 2019-20

Facilities

Repairs, Replacements & Improvements:

Most repairs, equipment replacements, and building improvements are recorded in Fund 4. Expenditures are funded by an ongoing transfer from the Operating Fund which helps to reduce the financial impact of fluctuations from one year to the next. The District continues to monitor the fund activity and will review transfer amounts annually.

Ainsworth Building:

2019-20 work included caulking and foundation maintenance, HVAC repairs, and smoke alarms replacements. Our current estimate is for roof replacement in 2021-2022.

No significant changes are planned for 2020-21.

Arata Creek and Burlingame Creek Buildings:

In 2019-20, carpets were replaced at both buildings. Arata Creek had significant HVAC and plumbing repairs. Maintenance at Burlingame Creek included installation of the new non-proprietary fire panel, tree removal, and concrete work.

Exterior painting at Arata Creek planned for 2019-20 is now planned for 2020-21. Burlingame Creek is scheduled for roof replacement in 2020-21.

Four Creeks and Knott Creek Buildings:

No significant changes are planned at Four Creeks or Knott Creek for 2020-21.

Helensview and Wheatley Buildings:

No significant changes are planned for either Wheatley or Helensview for 2020-21.

Facilities and Equipment Reserve Plan

Summary of Significant Changes from 2019-20

Technology Services

Student Information Services:

A pilot network infrastructure project was completed in 2019-20 and is anticipated to significantly reduce re-occurring costs in future years. Costs have been split between Student Information Services and Network Services. E-rate reimbursement is expected for the full portion expensed to this cost center.

Replacement of other hardware, operating system software updates and Synergy Student Information System software enhancements continue in 2020-21.

Business Systems Support:

In 2016-17, Business Services began an efficiency and maintenance review of SunGard BusinessPLUS in hopes to increase productivity. This work will continue into 2020-21 and may require additional upgrades to the existing software.

Network Services:

A pilot network infrastructure purchase was completed in 2019-20 and is anticipated to significantly reduce re-occurring costs in future years. Costs have been split between Student Information Services and Network Services.

A much larger project is planned for 2020-21. Costs for this project will be funded through resolution funds.

Agency Services:

Following a pilot project in 2017-18, meeting room technology updates occurred in 2018-19 and 2019-20. In spring 2019-20, Technology Services began a program to pre-purchase and prepare hardware for staff such as laptops and desktop devices. The plan is for hardware to be more quickly available to programs. This fund will be reimbursed as programs request the equipment.

No significant additional changes are planned for 2020-21.

Multnomah Education Service District
FY2021 Facilities & Equipment Reserve Plan
Fund 4
Facilities Services Plan

	Estimated FY2020	Proposed FY2021	Projected			
			FY2022	FY2023	FY2024	FY2025
Ainsworth (1989)						
Repairs & Maintenance (non-routine)	40,318	25,100	25,900	26,700	27,500	28,300
Caulking and Foundation Work	7,500					
HVAC Repairs	6,000					
Roof Replacement (25yr)	=>	=>	400,000			
Smoke alarm replacements	7,200					
Contingency		427,863				
Subtotal	61,018	452,963	425,900	26,700	27,500	28,300
Arata Creek (1999)						
Repairs & Maintenance (non-routine)	36,350	29,500	30,400	31,300	32,200	33,200
Carpet Replacement (15 yr)	10,000					
HVAC Repairs	7,250					
Painting - Exterior; Re-Insulate Water Line	=>	15,000				
Plumbing Repairs	10,000					
Roof Replacement (20yr)		=>	30,000			
Subtotal	63,600	44,500	60,400	31,300	32,200	33,200
Burlingame Creek "Alpha" (1998)						
Repairs & Maintenance (non-routine)	25,850	16,500	17,000	17,500	18,000	18,500
Carpet Replacement (15 yr)	37,000					
Concrete Work & Tree Removal	8,700					
Fire Panel	9,450					
Roof Replacement (20yr)	=>	80,000				
Subtotal	81,000	96,500	17,000	17,500	18,000	18,500
Four Creeks						
Repairs & Maintenance (non-routine)	14,400	14,800	15,200	15,700	16,200	16,700
Subtotal	14,400	14,800	15,200	15,700	16,200	16,700
Helensview						
Repairs & Maintenance (non-routine)	17,500	18,000	18,500	19,100	19,700	20,300
Subtotal	17,500	18,000	18,500	19,100	19,700	20,300
Knott						
Repairs & Maintenance (non-routine)	19,400	14,800	15,200	15,700	16,200	16,700
Emergency Egress Work	=>	5,000				
Subtotal	19,400	19,800	15,200	15,700	16,200	16,700
Wheatley						
Repairs & Maintenance (non-routine)	17,800	18,800	19,400	20,000	20,600	21,200
Subtotal	17,800	18,800	19,400	20,000	20,600	21,200
Total Expenditures	274,718	665,363	571,600	146,000	150,400	154,900
Funding Sources						
Beginning Fund Balance	435,781	410,263	427,863	111,963	225,263	337,763
Transfer from Operating Fund	249,200	255,100	255,700	259,300	262,900	266,600
Total Funding Sources	684,981	665,363	683,563	371,263	488,163	604,363
150-FACILITIES BALANCE	410,263	-	111,963	225,263	337,763	449,463

Multnomah Education Service District
FY2021 Facilities & Equipment Reserve Plan
Fund 4
Technology Equipment Reserve Plan

	Estimated FY2020	Proposed FY2021	Projected			
			FY2022	FY2023	FY2024	FY2025
Student Information Systems						
Computer Hardware: Servers & Routers	293,730	100,000	100,000	100,000	100,000	100,000
Network Hardware Replacement	350,000					
Software Updates & New Application Modules	25,000	25,000	25,000	25,000	25,000	25,000
Contingency						
Funding Sources						
Beginning Fund Balance	588,122	19,392	344,392	319,392	294,392	269,392
Transfer from Resolution Fund	100,000	100,000	100,000	100,000	100,000	100,000
E-Rate Revenue		350,000				
Total Funding Sources	688,122	469,392	444,392	419,392	394,392	369,392
Ending Fund Balance	19,392	344,392	319,392	294,392	269,392	244,392
Business Systems Support						
Software: Application Updates & Pilots	35,250	25,000		25,000		
Contingency	-	7,737				
Funding Sources						
Beginning Fund Balance	53,446	28,196	5,459	15,459	459	10,459
Transfer from Operating Fund	10,000	10,000	10,000	10,000	10,000	10,000
Total Funding Sources	63,446	38,196	15,459	25,459	10,459	20,459
Ending Fund Balance	28,196	5,459	15,459	459	10,459	20,459
Network Services						
Network Hardware Replacement	150,728	45,000		90,000		
Funding Sources						
Beginning Fund Balance	37,617	1,889	1,889	46,889	1,889	46,889
Transfer from Resolution Fund	45,000	45,000	45,000	45,000	45,000	45,000
E-Rate Revenue	70,000					
Total Funding Sources	152,617	46,889	46,889	91,889	46,889	91,889
Ending Fund Balance	1,889	1,889	46,889	1,889	46,889	91,889
Agency Support						
Meeting & Conference Room Hardware	8,000					
Agency Equipment	47,000	40,000	40,000	40,000	40,000	40,000
Contingency		150,000				
Funding Sources						
Beginning Fund Balance	228,260	198,260	33,260	18,260	3,260	(11,740)
E-Rate Revenue	25,000	25,000	25,000	25,000	25,000	25,000
Total Funding Sources	253,260	223,260	58,260	43,260	28,260	13,260
Ending Fund Balance	198,260	33,260	18,260	3,260	(11,740)	(26,740)
600-TECHNOLOGY BALANCE	247,737	385,000	400,000	300,000	315,000	330,000
Fund 4: Facilities and Equipment Reserve Summary						
Beginning Fund Balance	1,343,226	658,000	812,863	511,963	525,263	652,763
Total Transfers In	404,200	410,100	410,700	414,300	417,900	421,600
Total Other Revenues	95,000	375,000	25,000	25,000	25,000	25,000
Total Expenditures	1,184,426	472,500	736,600	426,000	315,400	319,900
Total Contingency	-	585,600	-	-	-	-
Fund 4 Ending Fund Balance	658,000	385,000	511,963	525,263	652,763	779,463

Appendix

The final section within this budget document displays the public notices and resolutions followed by a glossary providing definitions of the District's funds as well as definitions of functions and other terms.

Public Notices

Budget Committee Meeting, Online: www.multnomahesd.org, April 1, 2020

**NOTICE OF MULTNOMAH EDUCATION SERVICE DISTRICT
BUDGET COMMITTEE MEETING**

A public meeting of the MESD Budget Committee of the Multnomah Education Service District, Multnomah County, State of Oregon, to discuss the budget for the fiscal year July 1, 2020 to June 30, 2021, will be held on Tuesday, April 14, 2020 at 6:00 pm. In response to the current health emergency, agency facilities are closed and the meeting will be held virtually via Zoom.

Zoom link: <https://zoom.us/j/5171226197>

Meeting ID: 517 122 6197

The purpose of the meeting is to receive the budget message and to receive public comment on the budget. This is a public meeting where deliberation of the MESD Budget Committee will take place. Any person may attend the meeting and provide comment on the proposed programs to the MESD Budget Committee.

Beginning Friday, April 10 at 5:00 pm, the budget document may be viewed on the MESD website. Public comment will be taken by email and live via Zoom. Written comments received by 5:00 pm April 13, 2020 will be read during the public comment section of the meeting on April 14th. Schedule Zoom comment up through 5:00 pm April 13, 2020 by providing your name, phone number, and address to the agency via phone message at 503-257-1504 or email to hseverns@mesd.k12.or.us. All comments are subject to a three minute limit per community member.

Additional MESD Budget Committee meetings, *if needed*, are scheduled to be held on Wednesday, April 22, 2020, and Tuesday, April 28, 2020 at 6:00 pm. These will also be held via Zoom with details on our website. All meetings are open to the public.

Sam Breyer
Budget Officer
Multnomah Education Service District
www.multnomahesd.org

Public Notices

Website screen shot: www.multnomahesd.org, April 1, 2020

4:43:30 PM 4/1/2020

[multnomahesd.org/public-notices/notice-of-multnomah-education-service-district-budget-committee-meeting](#)

MESD Sign In Works OR Econ Analysis Cashpro ODE Home SSF Help Desk EON

mesd ABOUT NEWS / EVENTS / TRAININGS SCHOOLS / PROGRAMS SERVICES

Public Notices & Agency Updates

Notice of Multnomah Education Service District Budget Committee Meetings

4/1/2020

[NOTICE OF MULTNOMAH EDUCATION SERVICE DISTRICT BUDGET COMMITTEE MEETINGS \(Word\)](#)

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Sam Breyer
Budget Officer
Multnomah Education Service District
www.multnomahesd.org

[f](#) [t](#) [in](#) [e](#)

Public Notices

Budget Committee Meeting, Newspaper Notice: The Oregonian, April 1, 2020



The Oregonian LEGAL AFFIDAVIT

AD#: 0009563946

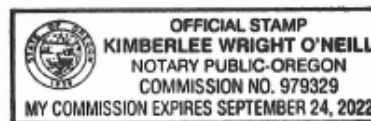
State of Oregon,) ss
County of Multnomah)

Brian Maly being duly sworn, deposes that he/she is principal clerk of Oregonian Media Group; that The Oregonian is a public newspaper published in the city of Portland, with general circulation in Oregon, and this notice is an accurate and true copy of this notice as printed in said newspaper, was printed and published in the regular edition and issue of said newspaper on the following date(s):

The Oregonian 04/01/2020

Principal Clerk of the Publisher

Sworn to and subscribed before me this 3rd day of April 2020



Notary Public

NOTICE OF MULTNOMAH EDUCATION SERVICE DISTRICT BUDGET COMMITTEE MEETINGS

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www.multnomahesd.org

The purpose of the meeting is to receive the budget message and to receive public comment on the budget. This is a public meeting where deliberation of the MESD Budget Committee will take place. Any person may attend the meeting and provide comment on the proposed programs to the MESD Budget Committee.

Beginning Friday, April 10 at 5:00 pm, the budget document may be viewed on the MESD website. Public comment will be taken by email and live via Zoom. Written comments received by 5:00 pm April 13, 2020 will be read during the public comment section of the meeting on April 14th. Schedule Zoom comment up through 5:00 pm April 13, 2020 by providing your name, phone number, and address to the agency via phone message at 503-257-1504 or email to hseverns@mesd.k12.or.us. All comments are subject to a three minute limit per community member.

Additional MESD Budget Committee meetings, if needed, are scheduled to be held on Wednesday, April 22, 2020, and Tuesday, April 28, 2020 at 6:00 pm. These will also be held via Zoom with details on our website. All meetings are open to the public.

Sam Breyer
Budget Officer
Multnomah Education Service District
www.multnomahesd.org

**RESOLUTION 19-041 Approval of the 2019-2020 Budget Calendar for Development
of the Fiscal Year 2020-2021 Budget**

Background: Although the law does not require the adoption of a Budget Calendar by education service districts, there are certain legal requirements in the development of the budget. It is, therefore, in the best interest of the agency that the Board adopt the Budget Calendar as a guide for the orderly development of the proposed budget for the ensuing year.

WHEREAS, a Budget Calendar is desirable as a guide for the orderly development of the proposed budget for the ensuing fiscal year; and

NOW THEREFORE BE IT RESOLVED, that the Multnomah Education Service District Board of Directors approved the 2019-2020 Budget Calendar for the Development of the Fiscal Year 2020-2021 Budget.

Motion: Director Mary Botkin moved to approve Resolution 19-041.
 Director Susie Jones seconded the motion.

Discussion: None

Action: The motion carried with Directors Botkin, Cornuelle, Doughty, Jones, Peterson and Ying voting aye. Motion passed 6-0.

Multnomah ESD 2019-2020 Calendar for Fiscal Year 2020-2021 Budget

Tuesday, July 16, 2019	MESD Board Meeting	MESD Board
	<ul style="list-style-type: none"> MESD Board adopts the 2019-2020 Budget Calendar for 2020-21 (Resolution) 	
Tuesday, November 19, 2019	MESD Board Meeting	MESD Board
	<ul style="list-style-type: none"> Presentation by Auditors – Talbot, Korvola & Warwick of 2018-2019 Audit 	
Friday, January 10, 2020	Superintendent Council Meeting	Council
	<ul style="list-style-type: none"> MESD Superintendent delivers to Component Districts 2019-2020 Local Service Plan 	
Tuesday, January 21, 2020	MESD Board Meeting	MESD Board
	<ul style="list-style-type: none"> MESD Board Approves 2020-2021 Local Service Plan (Resolution) 	
January to April 2020		
	<ul style="list-style-type: none"> MESD Management develops the Proposed Budget 	MESD Staff
February 2020	Component District Boards	District Boards
	<ul style="list-style-type: none"> 2020-2021 Local Service Plan Approval [ORS 334.175(5)(b)/OAR 581-024-0285(2)] (Resolution) 	
Tuesday, February 18, 2020		
	<ul style="list-style-type: none"> MESD Board appoints new Budget Committee members MESD Board adopts 2020-21 Budget Planning Parameters (Resolution) 	MESD Board
Friday, March 27, 2020	Publish Notices of Budget Committee Meetings	
	<ul style="list-style-type: none"> Newspaper notice within 5-30 days before meeting – (ORS 294.401) Online notice for at least 10 days before meeting 	
Tuesday, April 7, 2020	Budget Committee Orientation	Budget Committee
	<ul style="list-style-type: none"> Introduction to MESD and budget process for new and current committee members. 	
Friday, April 10, 2020	Access to Proposed Budget	
	<ul style="list-style-type: none"> Proposed budget document available to public – (ORS 294.401) Open online access to Proposed Budget to the Budget Committee – no deliberations allowed 	
Tuesday, April 14, 2020	Budget Committee Meeting	Budget Committee
	<ul style="list-style-type: none"> Proposed Budget Presentation Elect Board Committee Chair Presentation of revenue forecast and assumptions Superintendent’s Budget Message – (ORS 294.401) Proposed Budget Presentation and Department Summaries – (ORS 294.401) Public Comment Budget Committee Recommendations Approve Budget (Resolution) 	

Multnomah ESD 2019-2020 Calendar for Fiscal Year 2020-2021 Budget (continued)

Wednesday, April 22, 2020	Budget Committee Meeting <i>if necessary</i>	Budget Committee
<ul style="list-style-type: none"> Continue discussion of proposed budget presentation for approval 		
Tuesday, April 28, 2020	Budget Committee Meeting <i>if necessary</i>	Budget Committee
<ul style="list-style-type: none"> Continue discussion of proposed budget presentation for approval 		
Friday, May 1, 2020	Deadline to submit Approved Budget to TSCC [ORS 294.431(2), "twenty days before TSCC hearing"]	
Friday, May 1, 2020	Publish Notices of TSCC Public Hearing	
<ul style="list-style-type: none"> Newspaper notice within 5-30 days before hearing – (ORS 294.421)) FlashNews Alert notice of hearing – (ORS 294.421) Online notice for at least 10 days before meeting 		
Tuesday, May 19, 2020	TSCC Public Hearing (ORS 294.430)	TSCC
Tuesday, June 16, 2020	MESD Board Meeting	MESD Board
<ul style="list-style-type: none"> Adopt Budget Appropriation & Certify Tax Levy (ORS 294.435) (Resolution) Each fund cannot be increased by more than 10% of Approved Budget 		
Friday, July 10, 2020	Deadline to File Certification of Tax Levy with Counties	

RESOLUTION 20-010 – Fiscal Year 2020-2021 Budget Planning Parameters

Background: The resolution planning process and budget development begins with the Multnomah Education Service District Budget Officer's recommendation of planning parameters.

The Board Finance Committee recommends approval:

WHEREAS, the 2020-2021 budget planning parameters above were presented to the Board Finance Committee on February 13, 2020; and

WHEREAS, the Board Finance Committee requested that the draft be taken to the Board on February 18, 2020 for discussion; and

WHEREAS, the MESD Board of Directors discussed the draft Planning Parameters.

NOW THEREFORE BE IT RESOLVED, that the Multnomah Education Service District Board of Directors authorizes budget authority in support of 2020-2021 budget planning parameters as follows:

Motion: Director Susie Jones moved to approve Resolution 20-010.
Director Jessica Arzate seconded the motion.

Action: The motion carried with Directors Arzate, Cornuelle, Doughty, Jones, Peterson, and Ying voting aye. Motion passed 6-0.

2020-2021 Budget Planning Parameters

Revenues:

1. The MESD will forecast State School Fund (SSF) revenue using the most current information available. For the purpose of preparing a proposed budget, the MESD will assume a \$9 billion biennium (\$4.59 billion year-two) SSF legislative appropriation. Under this assumption, the MESD's estimated SSF revenue for 2020-2021 will be approximately \$46.2 million per the current SSF formula, with 90% going to component districts for service plan activities or transits.
2. Other funding sources including federal grants, state contracts (including funds to support districts in Student Investment Account and HB3427 implementation) and local sources will be budgeted utilizing the most current information available.
3. The indirect rate for grants passed through ODE will be budgeted at 9% unless specifically identified for individual grants or contracts.
4. MESD will continue to charge a 10% administrative fee to non-component districts that purchase services listed in the Local Service Plan.

Expenditures:

1. The MESD will budget utilizing the most current information available on service level.
2. The MESD will use the following payroll assumptions:
 - a. Step increases are budgeted for eligible employees.
 - b. The currently negotiated salary schedules for represented employees will be used for budgeting purposes. A placeholder will be used for the MESDEA agreement while negotiations are underway.
 - c. PERS defined rates for the 19-21 biennium are 14.56% for Tier I/II, 9.11% for OPSRP, and 13.74% for OPSRP Fire & Police.
 - d. The MESD contribution rate for the PERS pickup is 6%.
 - e. The increased employer contribution for health insurance premiums will be capped at 6%.
 - f. Other payroll rates will be calculated to fund estimated annual liabilities for workers' compensation and unemployment.
3. The PERS UAL Bond debt service requirement of \$3,384,770 will be funded by a benefit expense applied to all PERS eligible salaries and received into the Debt Service Fund as revenue for services to other funds.

Ending Fund Balance and Contingency:

1. The Operating Fund unappropriated ending fund balance will be set to at least 7% of total Property Tax and State School Fund adopted revenues, thereby ensuring that the agency's Operating and Resolution funds cash flow needs are met until property tax revenues are received in November.
2. Contingency will be set at an appropriate amount as a buffer for unexpected requirements.

**RESOLUTION 20-014 Approval of MESD Budget
Committee Representatives for 2020**

Background: The MESD Board of Directors in January of 2012 elected to move to a new Budget Committee structure to align with the passage of Senate Bill 250 to include members from component district Boards and has amended their Board Policies to reflect this change.

Candidate Information:

Amanda Schroeder-Centennial School District

- Board member with Centennial School District

Frieda Christopher-David Douglas School District

- Board member with David Douglas School District

Jeff Gibbs-Gresham Barlow School District

- Board member with Gresham Barlow School District

Cynthia Le-Portland Public School District

- Chief Financial Officer with Portland Public School District

Steven Gallagher-Reynolds School District

- Facilities Supervisor for Reynolds School District

WHEREAS, the Centennial School District has submitted the name of Amanda Schroeder, Gresham Barlow has submitted the name of Jeff Gibbs, Portland Public School District has submitted the name of Cynthia Le, David Douglas has submitted the name of Frieda Christopher, and Reynolds School District has submitted the name of Steven Gallagher to represent their districts on the MESD Budget Committee; and

WHEREAS, the Multnomah Education Service District Board of Directors have reviewed and discussed the candidate's information as submitted.

NOW THEREFORE BE IT RESOLVED, that the Multnomah Education Service District Board of Directors approves Amanda Schroeder, Jeff Gibbs, Cynthia Le, Steven Gallagher, and Frieda Christopher to the MESD Budget Committee.

Motion: **Director Denyse Peterson moved to approve Resolution 20-014.
Director Katrina Doughty seconded the motion.**

Action: **The motion carried with Directors Arzate, Botkin, Cornuelle,
Doughty, Jones, Peterson, and Ying voting aye. Motion passed 7-0.**

Glossary

Fund Definitions

Agency Pass-Through Fund (Fund 5): This fund was established in 2008-09 to record funds being held by the MESD in a custodial capacity for the component districts. All monies received by the MESD for distribution to the component districts are recorded in the Agency Pass-Through Fund as a liability. Distributions to the component districts will reduce this liability.

Contracted Services Fund (Fund 2): This fund accounts for activities carried on for the benefit of participating local school districts, as well as food dispensing programs. The fund is self-supporting through grants and other reimbursements, mainly from the state and participating school districts. A maximum surcharge of 10% is added to the cost of services from this fund in order to cover the operating costs of the agency. Where grants specify a different overhead rate the lower rate is applied.

Debt Service Fund (Fund 3): This fund accounts for the principal and interest payments associated with the agency's bond issues. The OSBA Limited Tax Pension Obligations, Series 2004 were sold to fund the District's Public Employees Retirement System (PERS) unfunded actuarial liability. A benefit expense is applied to all payrolls to generate the funds necessary to pay this debt service. The funding is then recognized in the Debt Service Fund as revenue for services to other funds. Prior to July 2017, there was a second issue for the Full Faith & Credit Refunding Obligations, Series 2004. This general obligation issue refunded the 1997 Certificates of Participation (COP) originally used to fund the construction of Alpha High School, now renamed Burlingame Creek School, and Arata Creek School. It was funded by a transfer from the Operating Fund. The final payment on this obligation is due May 2017.

Facilities and Equipment Reserve Fund (Fund 4): This fund accounts for facility improvements, major maintenance projects, and non-routine repairs. In addition, it also accounts for the accumulation of resources for future acquisition of major software, equipment and furniture. It is funded primarily by transfers from the Operating and Resolution Funds. This fund was formerly known as the Facilities Acquisition and Improvement Fund.

Operating Fund (Fund 6): This fund accounts for the general operating costs of the agency. In accordance with Oregon Revised Statute 334.177, 10% of local revenues from the Resolution Services Fund are transferred to this fund. In addition, a maximum 10% surcharge in the Contracted Services Fund is credited to this fund as overhead revenue.

Resolution Services Fund (Fund 1): This fund accounts for the various programs provided to the component districts as specified by the resolutions. The sources of revenues for this fund come exclusively from local property taxes and the State School Fund. In accordance with Oregon Revised Statute 334.177, a maximum of 10% of these revenues are transferred to the Operating Fund and used to pay for the general operating costs of the District. The remaining 90% is apportioned to the eight component school districts according to average daily membership weighted (ADMw).

Risk Management and Reserve Fund (Fund 7): The purpose of this fund is to pay for costs associated with risk management activities including insurance premiums, activities to prevent or minimize exposure and incurred losses. A benefit expense is applied to all payrolls to generate the funds necessary to support

these activities. The funding is then recognized in the Risk Management Fund as revenue for services to other funds. In the 2010-11 fiscal year a \$450 thousand PERS reserve was established in this fund to help offset the anticipated sharp increase in future PERS costs to the Operating Fund beginning in 2011-12. Annual transfers to the Operating Fund are intended to offset PERS costs as follows: 80% in 2011-12, 60% in 2012-13, 40% in 2013-14, 30% in 2015-16, and 10% in 2016-17.

Function Definitions

1000 – Instruction: This function relates to activities dealing directly with the teaching of students, or the interaction between teacher and students. Teaching may be provided for students in a school classroom, in another location such as a home or hospital, or in other learning situations such as those involving co-curricular activities. It may also be provided through some other approved medium such as computer instruction applications, television, radio, telephone, and correspondence.

2000 – Support Services: This function accounts for those services which provide administrative, technical, personal (such as guidance and health), and logistical support to facilitate and enhance instruction. Support Services exist to sustain and enhance instruction, and would not otherwise exist if not for instructional programs.

3000 – Enterprise and Community Services: These are activities concerned with operations that are financed and operated in a manner similar to private business enterprises where the stated intent is that the costs of providing goods and services to the students or general public are financed or recovered primarily through user charges and community programs.

4000 – Facilities Acquisition and Construction: This function relates to activities concerned with the acquisition of land and buildings; major remodeling and construction of buildings and major additions to buildings; initial installation or extension of service systems and other built-in equipment; and major improvements to sites. Major capital expenditures, which are defined as capital expenditures that are eligible for general obligation bonding are recorded here.

5000 – Other Uses: This function is used for servicing the debt of a district, conduit-type transfers from one fund to another fund and apportionment of funds by ESD.

6000 – Contingencies (for budget only): These are expenditures which cannot be foreseen and planned in the budget process because of an occurrence of an unusual or extraordinary event.

7000 – Unappropriated Ending Fund Balance: This is an estimate of funds needed to maintain operations of the District from July 1 of the ensuing fiscal year and the time when sufficient new revenues become available to meet cash flow needs of the fund. No expenditure shall be made from the unappropriated ending fund balance in the year in which it is budgeted.

Other Terms

Accounting System: The total structure of records and procedures which discover, record, classify, summarize, and report information on the financial position and results of operations of its government of any of its funds, fund types, balanced account groups, or organizational components.

Accrual Basis: The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows.

Activity: A specific and distinguished line of work performed by one or more organizational components of a government for the purpose of accomplishing a function for which the government is responsible. For example, food inspection is an activity performed in the discharge of the health function.

ADM: Average daily membership is the year-to-date average of daily student enrollment.

Appropriation: A legal authorization granted by the school board to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and as to the time when it may be expended.

Assets: Resources owned or held by a government, which have monetary value.

Budget: A plan of financial operation embodying an estimate of proposed means of financing them for a single fiscal year. A proposed budget is presented to the budget committee for approval. An approved budget is subsequently adopted as approved or modified by the Board.

Budget Document: The instrument used by the budget-making authority to present a comprehensive financial program to the school board which is the appropriating body. The budget document contains a message from the Superintendent, together with a summary of the proposed expenditures, means of financing them, and the schedules supporting the summary. These schedules show in detail the information as to past years' actual revenues, expenditures and other data used in making the estimates.

Budgetary Control: The management of the district in accordance with an adopted budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenue.

Budgetary Expenditures: Decreases in net current assets. In contrast to conventional expenditures, budgetary expenditures are limited in amount to exclude amounts represented by noncurrent liabilities. Due to their spending measurement focus, government fund types are concerned with the measurement of budgetary expenditures.

Capital Outlay: Expenditures which result in the acquisition of or addition to fixed assets.

Cash Basis: A basis of accounting under which transactions are recognized only when cash changes hands.

Certified Employees: Includes teachers, counselors, media specialists, psychologists, social workers, nurses, athletic trainers, occupational speech, and physical therapists

Classified Employees: Support staff, including instructional assistants, clerical staff, custodians and maintenance.

Component Districts: The eight school districts within Multnomah County that MESD serves.

Contingency: A special amount budgeted each year for unforeseen expenditures. Transfer of general operating contingency funds to cover unanticipated expenditures requires board approval.

Current Resources: Resources to which recourse can be had to meet current obligations and expenditures. Examples are current assets, estimated revenues of a particular period not yet realized, transfers from other funds authorized but not received, and in the case of certain funds, bonds authorized and unissued.

Deficit: The excess of the liabilities of a fund over its assets. Oregon school districts may not carry deficits in any fund.

Expenditures: Decreases in net financial resources. Expenditures include current operating expenses which require the current or future use of net current assets, debt service, and capital outlays.

FTE: Full-time equivalent staff. One FTE is defined as a regular position scheduled to work eight hours per day.

Fixed Assets: Asset of a long-term character which is intended to continue to be held or used, such as land, buildings, improvements other than building, machinery, and equipment.

Fixed Cost: A cost such as rent that does not change with increases or decreases in the amount of services provided.

Functional Classification: Expenditure classification according to the principle purposes for which expenditures are made.

Fund: A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

Indirect Cost: A cost necessary for the functioning of the organization as a whole, but which cannot be directly assigned to one service.

Liabilities: Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date. This term does not include encumbrances.

Modified Accrual Basis: All governmental funds and expendable trust funds are accounted for using the modified accrual basis of accounting. Under it, revenues are recognized when they become both “measurable” and “available to finance expenditures of the current period.” Expenditures are recognized when the related fund liability is incurred.

Object: As used in expenditure classification this term applies to the articles purchased or the service obtained (as distinguished from the results obtained from expenditures). Examples are salaries, employee benefits, personal services, contractual services, materials, and supplies.

Operating Budget: Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing acquisition, spending, and service delivery activities of a government are controlled. The use of annual operating budgets is required by law.

Payroll Costs: Amounts paid by the district on behalf of employees, in addition to gross salary. Examples are:

- Group Health Insurance
- Contributions to public employees' retirement system (PERS)
- Social Security (FICA)
- Workers' compensation
- Unemployment insurance

Program Budget: A budget wherein expenditures are based primarily on programs of work and secondarily on character and object class. A program budget is a transitional type of budget between the traditional character and object class budget, on the one hand, and the performance budget, on the other hand.

Purchase Order: A document which authorizes the delivery of specified merchandise or the rendering of certain services and the making of a charge for them.

Resources: Estimated beginning fund balances on hand at the beginning of the fiscal year, plus all anticipated revenues.

Revenues: Moneys received or anticipated by a local government from either tax or non-tax sources.

Shared Services: This is a cooperative model with Clackamas, Willamette, Columbia Gorge and Northwest Regional ESDs. Together these agencies have agreed to allow resolution dollars 63 districts receive from these ESDs, combined with their general fund dollars, to flow to reciprocal ESDs for services thus broadening the expertise across all boundaries. This opens up opportunities for districts to receive other needed services from five ESD partners rather than just one.

State School Fund: The major appropriation of state support for public schools. This fund consists of property tax loss replacement mandated by Measure 5 and state aid formerly called Basic School Support. The State School Fund is distributed to school districts according to a Legislature adopted formula.

Supplemental Budget: Prepared to meet unexpected needs or to spend revenues not anticipated at the time the regular budget was adopted. A supplemental budget cannot be used to increase a tax levy.

Transfers: Amounts distributed from one fund to finance activities in another fund.

Unappropriated Ending Fund Balance: Amount budgeted to carryover to the next year's budget to provide the district with needed cash flow until other money is received and to provide financial stability. This amount cannot be transferred by resolution or used through a supplemental budget during the year.

Variable Cost: A cost that increases/decreases with increase/decreases in the amount of service provided such as the payment of a salary.