

Non-Departmental

Business Services Director - Kathy Rodeman

Program Narrative:

The Non-Governmental budget covers services that are not the sole responsibility of a particular department or school. The following items are organized by the Function numbers found on the next page.

Function 1111:

- 1.02 FTE is a reserve for enrollment that exceeds district projections.
 - If actual enrollment in early September is within 5.0% of projections, no adjustments are made to school allocations.
 - If the difference exceeds 5.0% (above or below), school allocations are increased or decreased.
- \$400,000 is allocated to the elementary schools to reduce adult to student ratios at the K-2 grades for small group instruction of reading and math.
- \$50,000 is available, if needed, to contribute to kindergarten enrichment program scholarships.
- \$100,000 is budgeted for unemployment costs. The district pays actual costs, which can fluctuate from year to year.

Function 1112:

- \$102,895 is budgeted for elementary schools to address class size in grades 4-5 to augment the Local Option Levy allocation (1.0 FTE from School Improvement Fund and 0.3 FTE from General Fund).

Functions 1111 – 1132:

- A total of \$340,000 is budgeted for instructional materials replacement. This will be the third year of the Board's commitment to fund a complete seven-year Instructional Materials and Textbook Adoption.
- The cost of substitutes for contract-related reasons was paid centrally beginning in 2001-02. \$530,000 has been budgeted for this purpose in addition to \$50,000 held for substitutes for teachers with severe illnesses.
- Classified employees and teachers have the option to redeem unused personal leave days at the end of each year. \$65,000 has been budgeted.
- \$288,750 is budgeted to continue a five-year replacement cycle for technology.
- \$200,000 is budgeted to repair musical instruments.

Function 1280:

- The YES House residential drug treatment program provides education to students on its own campus.
- \$216,396 is budgeted for payments to the Muddy Creek Charter School which opens in 2008-09 based on an estimated 50 students.

Function 2410:

- Dues and fees for administrators are budgeted centrally at their request. This budget guarantees principals the funding for memberships covered in their employment agreement. Dues and fees for all other administrative personnel are budgeted in this

account.

Function 2542:

- The district expects an increase in utility costs (fuel, electricity, garbage, water and telephone) of 9.7% above 2007-08 actual costs, due to substantial increases in fuel costs.
- Property and liability insurance premiums are expected to increase approximately 5.3% over 2007-08 rates.

Function 2550:

- Regular and Special Ed Home-to-School bus transportation is expected to increase by 7%. 70% of transportation is recovered through the state funding formula.

Function 2660:

- Comcast will continue to provide fiber optic cables network to all buildings. The contract amount is \$131,400 per year.

Function 2700:

The supplemental retirement plan ended for classified and administrators on June 30, 2008. The teachers' plan was modified in 1998 and in 2005. No teachers hired after July 1, 1988 qualify for the program. The amount budgeted, \$1,378,000, reflects the reduced on-going costs and covers costs related to health insurance and annual stipends for teacher retirees. The remainder of the cost of this plan will be paid from the Early Retirement Fund balance.

Function 3300:

- A \$115,000 transfer supports the operations cost of the Corvallis Public Schools Foundation.

Function 4190:

- The Board approved a fiber optic project in 2006-07 in partnership with the city. \$400,000 has been budgeted for this purpose, which is carried forward from 2007-08.

Function 6000:

- A \$1,350,000 Emergency Contingency is budgeted for 2007-08. The Board's fiscal policy calls for a 2.5% target of annual operating budget; this is 2.4% of the operating budget.
- \$250,000 is budget for an Unappropriated Ending Fund Balance. The Board's fiscal policy calls for 3% to be set aside; this amount is 0.5%.
- A \$2,700,000 Rainy-Day Reserve is being budgeted for the first time as part of the newly-adopted Fiscal Policies (See Appendix K).
- The Local Option Levy Reserve of \$840,000 per year will build in 2007-08 and 2008-09.
- See Section A for documentation of the Reserves and Contingencies.

Non-Departmental - General Fund

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Function	Expenditures:	05-06	06-07	07-08	08-09	08-09	08-09
		Actual	Actual	Adopted Budget	Recommended Budget	Approved Budget	Adopted Budget
	Classroom Instruction						
1111	K - 3 Instruction*	\$233,776	\$139,934	\$903,895	\$794,520	\$794,520	\$771,984
1112	4 - 5 Instruction	93,024	91,087	434,845	307,187	307,187	307,187
1121-2	Middle Schools**	127,692	89,951	560,317	333,187	333,187	333,187
1131-2	High Schools**	209,154	168,042	716,162	605,533	605,533	605,533
1220	Essential Life Skills	1,610	0	0	0	0	0
1250	Learning Resource Rooms	0	18	50,000	0	0	0
1253/54	Less Restrictive Programs	778	1,648	0	0	0	0
1280/88	Alternative Education	81,983	77,061	181,047	140,272	140,272	140,272
1280	Charter School	0	0	0	216,396	216,396	216,396
1291	English-As-A-Second Language	0	2,553	139,579	500	500	500
2190	Srv. Direction, Stu. Support Svcs.	0	0	13,093	26,000	26,000	26,000
2210	Improvement of Instruction Svcs.	0	0	2,000	24,500	24,500	24,500
2220	Library and Media Services	0	0	0	5,500	5,500	5,500
2240	Instructional Staff Development	674	0	0	0	0	0
2310	Board of Education Services	0	0	0	9,000	9,000	9,000
2320	Executive Administration Services	0	0	7,000	8,000	8,000	8,000
2410	Office of Principal Services	8,601	2,537	22,375	122,375	122,375	122,375
2520	Fiscal Services	18,330	8,640	6,000	30,500	30,500	30,500
2541-9	Care & Upkeep of Buildings	2,190,291	1,858,822	2,268,870	2,284,235	2,284,235	2,284,235
2550	Student Transportation	1,874,505	1,858,710	1,875,000	2,007,000	2,007,000	2,007,000
2640-9	Human Resources	2,366	0	5,000	10,200	10,200	10,200
2660	Technology Services	182,976	473,055	603,665	284,880	284,880	284,880
2700	Supplemental Retirement	1,895,000	2,400,000	1,800,000	1,378,000	1,378,000	1,378,000
3300	Community Services, including Foundation	112,063	107,751	122,344	132,344	132,344	132,344
4190	Facilities Improvements	0	13,611	406,639	400,000	400,000	400,000
5100	Debt Service	30,804	7,569	0	0	0	0
5200	Transfer of Funds						
	Designated Revenue Fund	0	0	1	1	1	1
	Debt Service Fund	0	0	1	1	1	1
	PERS Bond Debt Service Fund	0	0	1	1	1	1
	Food Service Fund	0	0	1	1	1	1
	Insurance Fund	0	0	1	1	1	1
6000	Reserves and Contingencies:						
	- Remainder of 5-Year Spending Plan		0	1,852,000	1,350,000	1,350,000	1,350,000
	- Local Option Levy Reserve	0	0	840,000	1,680,000	1,680,000	1,680,000
	- Emergency Contingency	0	0	1,350,000	1,350,000	1,350,000	1,350,000
	- Rainy-Day Reserve	0	0	0	2,700,000	2,700,000	2,700,000
	- Add'l Legislative Revenue (School Improvement Fund)	0	0	1,500,000	0	0	0
	Unappropriated Ending Fund Bal.	0	0	250,000	250,000	250,000	250,000
	Total	\$7,063,627	7,300,989	\$16,109,836	\$16,450,134	\$16,450,134	\$16,427,598

Budget Highlights

- * See Section A of this budget document for a description of the 2008-09 Reserves and Contingencies.
- ** The Instructional Materials adoption cycle was planned to begin in 2004-2005. \$340,000 is budgeted for 2008-09 on a 7-year adoption cycle plan.
- Schools and departments receive 50% of their prior-year unspent budgets. A reserve for this is held here, and the actual carryover amounts will be distributed in September, 2008.