

**Minutes in Brief**      **MEETING OF THE SOUTHERN OREGON ESD BUDGET COMMITTEE**  
**WEDNESDAY, MAY 15, 2024**

**Call to Order**      On Wednesday, May 15, 2024, a meeting of the Southern Oregon ESD Budget Committee was held in the upstairs conference room of the SOESD administration office located at 101 North Grape Street, Medford, Oregon. Chair Wright called the meeting to order at 6:05 p.m. and led those in attendance in the Pledge of Allegiance, followed by a reading of SOESD’s Land Acknowledgement.

**Attendance**      Budget Committee members in attendance:  
Bret Champion  
Rosie Converse  
Jessie Hecocta  
Phil Long  
Ana Mannenbach  
Mary Middleton  
Robert Moore  
Maud Powell  
Annie Valtierra-Sanchez  
Ray Williams  
Justin Wright

Budget Committee members absent:  
Corbin Morell

SOESD staff members in attendance:  
Mark Angle-Hobson  
Jessica Bach  
Scott Beveridge  
Stephanie Cossey  
Kylee Harrison  
Patty Michiels  
Amy Szeliga  
Daniel Weaver  
Jeanetta Woodside

**Introductions**      Justin Wright, SOESD Board Chair, welcomed and thanked the Budget Committee members for their participation. Introductions of committee members and SOESD staff were made.

**Election of Budget Committee Presiding Officer**      Chair Wright requested the budget committee select a presiding officer.  
**IT WAS MOVED BY MEMBER WILLIAMS, SECONDED BY MEMBER CONVERSE TO:**  
Elect Phil Long to serve as the presiding officer.  
**MOTION CARRIED 11-0**

**Presentation of  
Proposed Budget**

A. Budget Message – Budget Officer

Prior to the Budget Committee meeting, members received the following materials:

- Proposed 2024-2025 Budget Document
- Agenda for the May 15, 2024 meeting
- Memorandum from Superintendent Beveridge outlining the materials and providing background information
- 2024-2025 SOESD Local Service Plan

Superintendent Beveridge displayed the first of the evening’s two PowerPoint presentations. The two tasks for the meeting were noted: 1) to review and approve the SOESD budget, and 2) to establish the SOESD tax rate. Superintendent Beveridge explained the budget committee’s role as the governing body to approve the anticipated budget and authorize expenditure authority.

In presenting the budget message, Superintendent Beveridge reviewed the mission of Southern Oregon ESD and its ongoing commitment to providing high quality and cost-effective services in areas where a regional advantage in the delivery of those services can be achieved. Superintendent Beveridge reviewed the legislative process and key outcomes impacting education from the 2023 and 2024 legislative sessions.

B. Areas of Change

1. Local Service Plan (LSP) Process

Superintendent Beveridge provided a review of the Local Service Plan process. As defined in ORS 334.175, the Local Service Plan must include the following resolution services:

- Administrative
- Programs for Children with Special Needs
- School Improvement
- Technology Support

Mr. Beveridge provided background on the development of the 2024-2025 Local Service Plan (LSP). The proposed general fund budget reflects revenue and service area selections by component districts as outlined in the LSP. Superintendent Beveridge described the methods used to gather feedback from constituent school districts that shaped the service offerings in the LSP.

2. Program Changes

The superintendent noted the impact of the SOESD Strategic Plan on the formation of the 2024-2025 Local Service Plan. He provided an overview of the six main components of the strategic plan and the next steps planned for the year ahead. Other adjustments to the LSP reflected in the proposed budget were noted in the areas of Instructional Materials Library, Student Success Act (SSA) Comprehensive Support Plan, Transition Network Facilitator/Youth Transition Program, and Warehouse/Cooperative Purchasing. Budgetary impacts in Technology Services (Electronic Services), building, and facilities were identified.

- C. 2024-2025 Financial Review – Chief Financial Officer (CFO)
1. Overview of All Funds  
Daniel Weaver, CFO, presented the second of the evening’s two PowerPoint presentations. Mr. Weaver presented the 2024-2025 proposed budget and reviewed the primary revenue sources that make up SOESD’s major funds.
  2. Federal and State/Other Funds  
All funds were reviewed and explained.
  3. General Fund Program  
ORS 334.177 requires that 90% of state funding to ESDs (State School Fund and local property tax collections) is spent on resolution services. For 2024-2025, 91% of SOESD’s state funding level is allocated into resolution services. CFO Weaver reviewed and explained General Fund service changes.
  4. Resolution Programs  
Pursuant to ORS 334.175, the 2024-2025 resolution services are:
    - Administrative Services/Operations
    - Programs for Children with Special Needs
    - School Improvement Services
    - Technology and Media Services
 CFO Weaver provided a breakdown of funding changes in each resolution service area.
  5. Operations/Changes in Cash Position  
CFO Weaver provided a historical overview of SOESD’s cash position from 2019 to 2024. He noted that compliance with the 90% annual spending statutory requirement leaves little room in the cash position to build a contingency balance.  
CFO Weaver noted that funding from the State School Fund (SSF) was based on the March 26, 2024 estimate from the Oregon Department of Education and forecasted budget adjustments. A revised estimate may be utilized for budget adoption in June.

**Discussion and Comments from the Audience**

There were no questions or comments from members of the audience.

**Budget Committee Action**

**IT WAS MOVED BY MEMBER CHAMPION, SECONDED BY MEMBER WILLIAMS TO:**  
Approve the proposed 2024-2025 budget in the amount of \$105,666,058 and set the rate of .3524 per one thousand dollars of assessed value.  
**MOTION CARRIED 11-0**

**Adjournment**

There being no further business to conduct, Presiding Officer Long adjourned the meeting at 7:06 p.m.