



Staff Analysis and Report to the Board

Board Meeting/Work Session Date: January 29, 2019
 Senior Lead: Cynthia Le, Chief Financial Officer
 Department Lead: Vacant
 Staff Lead: Molly Bradley

SUBJECT: Revised 2019-20 Budget Calendar

I. BACKGROUND

On December 18, 2018, the Portland Public Schools Board approved the Budget Calendar for the 2019-20 school year (Resolution No. 5783). Later, the TSCC (Tax Supervising & Conservation Commission) granted delay of the submission of the Proposed Budget to TSCC.

II. RELATED POLICIES/BEST PRACTICES

The District to leverage GFOA (Government Financial Officers Association) best budgeting practices and to ensure the budget aligns with the State Revenue forecast and MBA (Meritorious Budget Award) requirements.

The proposed revised budget calendar provides additional time for the Board and the CBRC (Community Budget Review Committee) to review the budget document and for the staff to prepare the budget document.

III. FISCAL IMPACT

None.

COMMUNITY ENGAGEMENT; TIMELINE FOR IMPLEMENTATION/EVALUATION

The staff and community is invited to the workshops in February and March.


IV. BOARD OPTIONS WITH ANALYSIS

The board could approve a modified calendar.

V. STAFF RECOMMENDATION

Staff recommends that the Board approve the 2019-20 Revised Budget Calendar as proposed.

VI. I have reviewed this staff report and concur with the recommendation to the Board.



 Guadalupe Guerrero
 Superintendent
 Portland Public Schools

January 24, 2019

 Date

ATTACHMENT

Revised 2019-20 Budget Calendar

PPS District Priorities FY 2018-19

1. Set a clear Vision and Strategic Plan
2. Create equitable opportunities and outcomes for all students
3. Build management and accountability systems and structures
4. Allocate budget, funding and resources focused on improving outcomes for students

**Portland Public Schools
Budget Calendar for 2019-20 Budget**

Revised 1-29-2019

Budget Planning	October 16, 2018	School Board Meeting 6:00 PM Appoint Community Budget Review Committee (CBRC) members	BESC Building
	November 8, 2018	Community Budget Review Committee (CBRC) 6:30 PM Review 2018-19 budget	BESC Building Columbia
	November 29 and 30, 2018	Senior Leadership Team Complete the budget strategy	BESC Building
	December 13, 2018	Community Budget Review Committee (CBRC) 6:30 PM Review draft budget calendar and District organization	BESC Building Columbia
	January 10, 2019	Community Budget Review Committee (CBRC) 6:30 PM Review budget process and Q & A	BESC Building Columbia
	February 12, 2019	School Board Meeting 6:00 PM Work session on budget priorities and budget principles	BESC Building
	February 14, 2019	Community Budget Review Committee (CBRC) 6:30 PM Review Board presentation from February 12th and Q & A	BESC Building Columbia
	March 19, 2019	School Board Meeting 6:00 PM Presentation of school staffing plan, budget framework proposal	BESC Building
Budget	March 21, 2019	Community Budget Review Committee (CBRC) 6:30 PM <i>Review budget development update presented to the Board on March 19th</i>	BESC Building Columbia
	April 7, 2019	Publish 1st Notice of Budget Committee Meeting <i>(5 to 30 days before the meeting)</i>	Oregonian
	April 10, 2019	Publish 2nd Notice of Budget Committee Meeting <i>(5 to 30 days before the meeting)</i>	Oregonian
	April 11, 2019	Community Budget Review Committee (CBRC) 6:30 PM Budget development update and Q & A	BESC Building Columbia
	April 18, 2019	Community Budget Review Committee (CBRC) 6:30 PM Budget development update and Q & A	BESC Building Columbia
	April 23, 2019	School Board Special Meeting 6:00 PM Proposed Budget: Superintendent delivers budget message on the 2019-20 Proposed Budget previously distributed to Board Presentation on how to read the budget document and understand revenue sources	BESC Building
	April 25, 2019	Community Budget Review Committee (CBRC) 6:30 PM Review Proposed Budget and Q & A	BESC Building Columbia
	April 30, 2019	School Board Meeting 6:00PM Presentation on departmental expenditures – Instruction Board holds public hearing on 2019-20 Proposed Budget and receives public testimony	BESC Building
	May 2, 2019	Community Budget Review Committee (CBRC) 6:30 PM	BESC Building

	Review April 30 th Board presentation and Q & A	Columbia
May 7, 2019	School Board Work Session 6:00 PM Presentation on departmental expenditures – Chief of Staff and Business & Operations	BESC Building
May 9, 2019	Community Budget Review Committee (CBRC) 6:30 PM Review May 7 th Board presentation and Q&A	BESC Building Columbia
May 14, 2019	School Board Meeting 6:00 PM CBRC presents their 2019-20 Budget Report to the Board Board holds public hearing on 2019-20 Proposed Budget and receives public testimony	BESC Building
May 28, 2019	School Board Meeting 6:00 PM Approved Budget: Board as Budget Committee approves 2019-20 Proposed Budget	BESC Building
June 5, 2019	<i>Publish Notice of Budget Hearing (only once)</i>	Oregonian
June 25, 2019	School Board Meeting 6:00 PM TSCC Hearing 5:00pm TSCC certifies 2019-20 Approved Budget Board holds public hearing on 2019-20 Approved Budget and receives public testimony Adopted Budget: Board approves appropriations, adopts budget and tax rates	BESC Building
July 15, 2019	Submit Tax Certification Documents File Budget Document with County Recorder and Designated Agencies	

ORS 294.635 states the Approved Budget must be filed with TSCC no later than May 15th. However, TSCC has extended the approval date to May 28th and this will allow more time for budget development and budget review. The changes are as follows:

- Moved the Proposed Budget from April 16th to April 23rd
- Moved the Approved Budget from May 14th to May 28th