

BOARD OF EDUCATION
SCHOOL DISTRICT NO. 1J, MULTNOMAH COUNTY, OREGON

INDEX TO THE MINUTES

December 13, 2016

Board
Action
Number

Page

Purchases, Bids, Contracts

5373 Expenditure Contracts that Exceed \$150,000 for Delegation of Authority

Other Matters Requiring Board Approval

5374 Amendment No. 1 to the 2016/17 Budget for School District No. 1J, Multnomah
County, Oregon

5375 Acceptance and Approval of the Comprehensive Annual Financial Report,
Reports to Management and Report on Requirements of the Single Audit Act
And OMB Circular A-133

5376 Authorizing Addition of Two Instructional Days.....

December 13, 2016

Purchases, Bids, Contracts

The Interim Superintendent RECOMMENDED adoption of the following item:

Resolution 5373

Director Anthony moved and Director Knowles seconded the motion to adopt the above numbered item. The motion was put to a voice vote and passed unanimously (7-yes, 0-no), with Student Representative Bradley voting yes, unofficial.

December 13, 2016

RESOLUTION No. 5373

Expenditure Contracts that Exceed \$150,000 for Delegation of Authority

RECITAL

Portland Public Schools (“District”) Public Contracting Rules PPS-45-0200 (“Authority to Approve District Contracts; Delegation of Authority to Superintendent”) requires the Board of Education (“Board”) enter into contracts and approve payment for products, materials, supplies, capital outlay, equipment, and services whenever the total amount exceeds \$150,000 per contract, excepting settlement or real property agreements. Contracts meeting this criterion are listed below.

RESOLUTION

The Superintendent recommends that the Board approve these contracts. The Board accepts this recommendation and by this resolution authorizes the Deputy Clerk to enter into the following agreements.

NEW CONTRACTS

Contractor	Contract Term	Contract Type	Description of Services	Contract Amount	Responsible Administrator, Funding Source
PacificSource Administrators	1/1/2017 through 12/31/2023	Personal Services PS 64000	Administration of the PPS flexible spending account. Fees include annual per employee fees, losses that may occur and allowance for increased enrollments. Direct Negotiation PPS 46-0525(3)	\$420,000	S. Murray Fund 101 Dept. 5528

NEW INTERGOVERNMENTAL AGREEMENTS (“IGAs”)

No New IGAs

AMENDMENTS TO EXISTING CONTRACTS

Contractor	Contract Amendment Term	Contract Type	Description of Services	Amendment Amount, Contract Total	Responsible Administrator, Funding Source
CDWg	12/14/2016 through 02/28/2018	Cooperative Agreement COA 61262 Amendment 3	Purchase of Microsoft licenses and software. Cooperative Procurement Group: Intermountain Education Service District Administering Agency: Association of Educational Purchasing Agencies (AEPA)	\$850,000 \$1,000,000	J. Klein Various based on usage

Y. Awwad

December 13, 2016

Other Matters Requiring Board Approval

The Interim Superintendent RECOMMENDED adoption of the following items:

Resolutions 5374 through 5376

During the Committee of the Whole, Director Anthony moved and Director Kohnstamm seconded the motion to adopt Resolution 5374. The motion was put to a voice vote and passed by a vote of 6-0 (6-yes, 0-no), with Director Knowles absent and Student Representative Bradley voting yes, unofficial.

During the Committee of the Whole, Director Anthony moved and Director Knowles seconded the motion to adopt Resolution 5375. The motion was put to a voice vote and passed unanimously (7-yes, 0-no), with Student Representative Bradley voting yes, unofficial.

Director Anthony moved and Director Knowles seconded the motion to adopt Resolution 5376. The motion was put to a voice vote and passed unanimously (7-yes, 0-no), with Student Representative Bradley voting yes, unofficial.

December 13, 2016

RESOLUTION No. 5374

Amendment No. 1 to the 2016/17 Budget for School District No. 1J,
Multnomah County, Oregon

RECITALS

- A. On June 21, 2016 the Board of Education (“Board”), by way of Resolution No. 5290, voted to adopt an annual budget for the Fiscal Year 2016/17 as required under Local Budget Law.
- B. Board Policy 8.10.030-AD, “Budget Reallocations – Post Budget Adoption,” establishes the guidelines to ensure consistent and detailed communication on fiscal issues between the Superintendent and the Board.
- C. Oregon Local Budget Law, ORS 294.471, allows budget changes after adoption under prescribed guidelines.
- D. On February 28, 2011 by way of resolution No. 4416, the Board established Fund 420 “Full Faith and Credit Funds” to manage capital expenditures for specifically authorized projects with effective financial control and transparency.
- E. On July 25, 2016 by way of resolution No. 5314, the board voted to authorize entering into a purchase agreement for sale of the Board’s Qualified Zone Academy Bonds (“QZABS”).
- F. On September 6, 2016 by way of resolution No. 5330, the Board voted to authorize the issuance of a principal amount of revenue bonds sufficient to provide net proceeds of up to \$5 million for immediate environmental health and safety issues and assessments.
- G. On September 27, 2016 by way of resolution No. 5338, the Board voted to authorize the issuance of a principal amount of revenue bonds sufficient to provide net proceeds of up to \$10 million for architectural engineering pre-design diligence and health and safety.
- H. This resolution is to enable the Board to approve Amendment No.1 to the annual budget for the Fiscal Year 2016/17, and is allowed under ORS 294.471 guidelines, which state that the budget may be amended at a regular meeting of the governing body.
- I. Amendment No.1 includes the following major components:
 - a) QZAB Full Faith and Credit Obligation – QZAB resources and requirements are moved from Fund 438 – Facilities Capital Fund to Fund 420 – Full Faith and Credit Funds in order to separately manage expenditures.
 - b) \$5M Full Faith and Credit Obligation – update the budget to include resources, requirements and debt service for this obligation; reflect issuance and debt service costs through a transfer from the Fund 101 - General Fund.
 - c) \$10M Full Faith and Credit Obligation - update the budget to include resources, requirements and debt service for this obligation; reflect issuance and debt service costs through a transfer from Fund 404 - Construction Excise Tax.
- J. Expenditures in four funds (Fund 320 – Full Faith and Credit Debt Service Fund, Fund 338 – Facilities Capital Debt Service Fund, Fund 420 – Full Faith and Credit Fund and Fund 438 – Facilities Capital Fund) will be changed by more than 10% under this amendment. Local budget law requires a public hearing on these changes. A public hearing occurred prior to Board action.
- K. The Superintendent recommends approval of this resolution.

RESOLUTION

- 1. Having held a public hearing on this amendment as required under local budget law, the Board hereby amends budgeted expenditure appropriation levels as summarized by Fund and Appropriation Level in Attachment A for the fiscal year beginning July 1, 2016.

Deputy CEO / Y. Awwad

December 13, 2016

AMENDMENT 1

Fund 101 - General Fund	Adopted Budget	Change Amount	Amendment #1
Resources			
Beginning Fund Balance	25,719,308	-	25,719,308
Local Sources	330,962,980	-	330,962,980
Intermediate Sources	13,021,202	-	13,021,202
State Sources	222,796,690	-	222,796,690
Federal Sources	-	-	-
Other Sources	100,000	-	100,000
Total	592,600,180	-	592,600,180

Requirements			
Instruction	332,299,184	-	332,299,184
Support Services	237,833,986	-	237,833,986
Enterprise & Community Services	1,812,588	-	1,812,588
Facilities Acquisition & Construction	-	-	-
Debt Service & Transfers Out	5,420,705	100,000	5,520,705
Contingency	15,233,717	(100,000)	15,133,717
Ending Fund Balance	-	-	-
Total	592,600,180	-	592,600,180

Fund 320 - Full Faith and Credit Debt Service Fund	Adopted Budget	Change Amount	Amendment #1
Resources			
Beginning Fund Balance	-	-	-
Local Sources	-	-	-
Intermediate Sources	-	-	-
State Sources	-	-	-
Federal Sources	136,894	-	136,894
Other Sources	1,130,032	200,000	1,330,032
Total	1,266,926	200,000	1,466,926

Requirements			
Instruction	-	-	-
Support Services	-	-	-
Enterprise & Community Services	-	-	-
Facilities Acquisition & Construction	-	-	-
Debt Service & Transfers Out	1,266,926	200,000	1,466,926
Contingency	-	-	-
Ending Fund Balance	-	-	-
Total	1,266,926	200,000	1,466,926

December 13, 2016

AMENDMENT 1

Fund 338 - Facilities Capital Debt Services Fund	Adopted Budget	Change Amount	Amendment #1
Resources			
Beginning Fund Balance	-	-	-
Local Sources	-	-	-
Intermediate Sources	-	-	-
State Sources	-	-	-
Federal Sources	-	-	-
Other Sources	323,530	(323,530)	-
Total	323,530	(323,530)	-

Requirements			
Instruction	-	-	-
Support Services	-	-	-
Enterprise & Community Services	-	-	-
Facilities Acquisition & Construction	-	-	-
Debt Service & Transfers Out	323,530	(323,530)	-
Contingency	-	-	-
Ending Fund Balance	-	-	-
Total	323,530	(323,530)	-

Fund 404 - Construction Excise Fund	Adopted Budget	Change Amount	Amendment #1
Resources			
Beginning Fund Balance	15,372,873	-	15,372,873
Local Sources	6,003,400	-	6,003,400
Intermediate Sources	-	-	-
State Sources	-	-	-
Federal Sources	-	-	-
Other Sources	-	-	-
Total	21,376,273	-	21,376,273

Requirements			
Instruction	-	-	-
Support Services	-	10,000	10,000
Enterprise & Community Services	-	-	-
Facilities Acquisition & Construction	21,052,743	(36,470)	21,016,273
Debt Service & Transfers Out	323,530	26,470	350,000
Contingency	-	-	-
Ending Fund Balance	-	-	-
Total	21,376,273	-	21,376,273

December 13, 2016

AMENDMENT 1

Fund 420 - Full Faith and Credit Fund	Adopted Budget	Change Amount	Amendment #1
Resources			
Beginning Fund Balance	-	-	-
Local Sources	-	-	-
Intermediate Sources	-	-	-
State Sources	-	-	-
Federal Sources	-	-	-
Other Sources	-	19,300,000	19,300,000
Total	-	19,300,000	19,300,000

Requirements			
Instruction	-	-	-
Support Services	-	7,600,000	7,600,000
Enterprise & Community Services	-	-	-
Facilities Acquisition & Construction	-	11,700,000	11,700,000
Debt Service & Transfers Out	-	-	-
Contingency	-	-	-
Ending Fund Balance	-	-	-
Total	-	19,300,000	19,300,000

Fund 438 - Facilities Capital Fund	Adopted Budget	Change Amount	Amendment #1
Resources			
Beginning Fund Balance	3,504,897	-	3,504,897
Local Sources	3,000	-	3,000
Intermediate Sources	-	-	-
State Sources	-	-	-
Federal Sources	-	-	-
Other Sources	6,853,239	(5,500,000)	1,353,239
Total	10,361,136	(5,500,000)	4,861,136

Requirements			
Instruction	-	-	-
Support Services	4,500	-	4,500
Enterprise & Community Services	-	-	-
Facilities Acquisition & Construction	10,332,480	(5,500,000)	4,832,480
Debt Service & Transfers Out	-	-	-
Contingency	24,156	-	24,156
Ending Fund Balance	-	-	-
Total	10,361,136	(5,500,000)	4,861,136

December 13, 2016

RESOLUTION No. 5375

Acceptance and Approval of the Comprehensive Annual Financial Report, Reports to Management and Report on Requirements of the Single Audit Act and OMB Circular A-133

RECITALS

- A. The Board of Education is committed to accountability for how Portland Public Schools spends its tax dollars and other resources, and recognizes that transparency, accuracy, and timeliness in financial reporting are important components of financial accountability.
- B. The District Auditor, Talbot, Korvola & Warwick, LLP, has completed their independent audit of the financial reporting for the year ended June 30, 2016, and provides assurance that the District's accounting and reporting is in compliance with generally accepted accounting principles.
- C. The District has received awards in Excellence in Financial Reporting for 36 consecutive years from both the Government Finance Officers Association (GFOA) and the Association of School Business Officials (ASBO) and plans to submit the current financial reports for similar award consideration.

RESOLUTION

The Board of Education accepts and approves the Comprehensive Annual Financial Report, Reports to Management, and Report on Requirements of the Single Audit Act of School District No. 1J, Multnomah County, Oregon for the fiscal year ended June 30, 2016, and authorizes the reports to be distributed to required state and federal agencies and filed for future reference.

Y. Awwad

RESOLUTION No. 5376

Authorizing Addition of Two Instructional Days

RESOLUTION

- 1. Due to inclement weather, school was closed on December 8 and 9.
- 2. The Board directs the Superintendent to add the two additional days identified on the school calendar for inclement weather to the end of the 2016-17 school calendar, specifically June 12 and 13, 2017.

A. Whalen