



PORTLAND PUBLIC SCHOOLS
OFFICE OF DEPUTY SUPERINTENDENT
501 North Dixon Street / Portland, OR 97227
Telephone: (503) 916-3380

Date: May 5, 2020
To: School Board
From: Claire Hertz, Deputy Superintendent of Business & Operations
Subject: Revised 2020-21 Budget Calendar due to COVID-19 Pandemic

BACKGROUND

On October 15, 2019, the Portland Public Schools Board approved the Budget Calendar for the 2020-21 school year (Resolution No. 5985), aligned with PPS Reimagined, Student Success Act (SSA), and a Multi-Year Business Plan.

On December 13, 2019 (Resolution 6004), the Portland Public Schools Board approved a revised 2020-21 Budget Calendar to allow more time for the SSA Community Engagement meetings and to complete the plan for the SSA as required by the Oregon Department of Education.

RELATED POLICIES/BEST PRACTICES

The District adheres to Government Financial Officers Association (GFOA) and Association of School Business Officials best budgeting practices and Oregon Budget Law.

ANALYSIS OF SITUATION

Due to the ongoing spread of COVID-19 in our community, and the need for additional economic forecast information to be received on May 20, it is necessary to revise the remainder of the Revised 2020-21 Budget Calendar as follows:

- Publish 1st Notice of Budget Committee Meeting: from March 29th to May 15th
- Publish 2nd Notice of Budget Committee Meeting: from April 12th to May 17th
- Proposed Budget Message and Presentation: from April 21st to May 26th
- Public Engagement on the Proposed Budget: from May 6th to May 26th and June 11th
- CBRC Report to the Board: from May 19th to week of June 9th
- Approval of Proposed Budget: from June 9th to week of June 9th

FISCAL IMPACT

N/A

COMMUNITY ENGAGEMENT (IF APPLICABLE)

The staff and community are invited to comment on the Proposed Budget on May 26th and June 11th. The method of Public Engagement will be via video conferencing or in person depending on the status of the Governor’s Stay at Home order due to the COVID-19 Pandemic.

TIMELINE FOR IMPLEMENTATION / EVALUATION

See attached Calendars

BOARD OPTIONS WITH ANALYSIS

N/A

CONNECTION TO BOARD GOALS

N/A

STAFF RECOMMENDATION

Staff recommends that the Board approve the 2020-21 Second Revision of Budget Calendar as proposed.

Budget staff are available to answer board members’ questions, and any comments and suggestions for improvement are valued.

As a member of the PPS Executive Leadership Team, I have reviewed this staff report.

CH

_____ (Initials)

ATTACHMENTS

- A. Revised 2020-21 Budget Calendar due to COVID-19 – clean copy
- B. Revised 2020-21 Budget Calendar Redline



Portland Public Schools Budget Calendar 2020-21

Revised 5/5/2020

			Board Inform / Review	Board Action	
Multi-Year Business Plan PPS Reimagined Student Success Act	September 23, 2019	School Board Meeting 6:00 PM Inform Board on the Student Success Act (SSA), the Student Investment Account (SIA), and the Strategic Plan Framework/Continuous Improvement Plan (CIP) Board reviews draft 2020-21 Budget Calendar	✓ ✓		BESC Building
	October 15, 2019	School Board Meeting 6:00 PM Board approves 2020-21 Budget Calendar Board appoints Community Budget Review Committee (CBRC) members TSCC Hearing for Local Option Levy	✓	✓ ✓	BESC Building
	October 17, 2019	SSA Community Engagement Meetings, 1 of 3, 6:00 PM Engage community and stakeholders in needs assessment process to inform Strategic Plan Framework/CIP and SIA application	✓		Lent School
	October 19, 2019	SSA Community Engagement Meetings, 2 of 3, 9:00 AM Engage community and stakeholders in needs assessment process to inform Strategic Plan Framework/CIP and SIA application	✓		Faubion School
	October 22, 2019	SSA Community Engagement Meetings, 3 of 3, 6:00 PM Engage community and stakeholders in needs assessment process to inform Strategic Plan Framework/CIP and SIA application	✓		Roosevelt School
	November 5, 2019	School Board Meeting 6:00 PM Work session with CBRC Board reviews draft Strategic Plan Framework/CIP and Multi-Year Business Plan Board approves Mission Statement	✓	✓	BESC Building
Budget Development	February 25, 2020	School Board Meeting 6:00 PM Work session with CBRC Board reviews Prioritized System Shifts and SIA Needs Assessment Results	✓		BESC Building
	May 15, 2020	<i>Publish 1st Notice of Budget Committee Meeting</i> <i>(10 days before the meeting)</i>			Online
	May 17, 2020	<i>Publish 2nd Notice of Budget Committee Meeting</i> <i>(5 to 30 days before the meeting)</i>			The Oregonian
	May 26, 2020	School Board Meeting 6:00 PM CBRC in attendance Public Comments taken Proposed Budget: Superintendent delivers 2020-21 Proposed Budget message and presentation	✓ ✓		Meeting TBD
	Week of June 9th specific date TBD	School Board Meeting 6:00 PM CBRC presents 2020-21 Proposed Budget report to the Board Public Comments taken Approved Budget: Board as Budget Committee approves 2020-21 Budget		✓	Meeting TBD
	June 14, 2020	<i>Publish Notice of Budget Hearing and Budget Summary</i>			The Oregonian
	June 23, 2020	TSCC Hearing 5:00 PM TSCC certifies 2020-21 Approved Budget School Board Meeting 6:00 PM Adopted Budget: Board conducts a public hearing, adopts budget, makes appropriations and imposes taxes	✓	✓	Meeting TBD
	July 15, 2020	Submit Tax Certification documentations <i>File budget information with County Recorder and Designated Agencies</i>			



Portland Public Schools Budget Calendar 2020-21

Revised ~~12/3/2019~~ 5/5/2020

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February 25, 2020	School Board Meeting 6:00 PM Work session with CBRC Board reviews Strategic Plan and Multi-Year Business Plan Prioritized System Shifts and SIA Needs Assessment Results	✓		BESC Building	
March 29, 2020 May 15, 2020	Publish 1st Notice of Budget Committee Meeting (5 to 30 10 days before the meeting)			The Oregonian Online	
April 12, 2020 May 17, 2020	Publish 2nd Notice of Budget Committee Meeting (5 to 30 days before the meeting)			The Oregonian	
April 21, 2020 May 26, 2020	School Board Meeting 6:00 PM CBRC in attendance Public Comments taken Board reviews the SIA grant agreement Proposed Budget: Superintendent delivers 2020-21 Proposed Budget message and presentation	✓ ✓		BESC Building Meeting TBD	
May 6, 2020	School Board Work Session 6:00 PM Board conducts public engagement session on Proposed Budget			✓	School TBD
May 19, 2020	School Board Meeting 6:00 PM CBRC presents 2020-21 Proposed Budget report to the Board	✓		BESC Building	
June 9, 2020 Week of June 9th specific date TBD	School Board Meeting 6:00 PM CBRC presents 2020-21 Proposed Budget report to the Board Public Comments taken Approved Budget: Board as Budget Committee approves 2020-21 Proposed Budget			✓	BESC Building Meeting TBD
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