

**Bend-La Pine Schools
Bend, OR 97701
January 13, 2015**

Regular Meeting 6:00p

The Board of Directors of Bend-La Pine Schools will meet in an executive session under ORS 192.660(2)(e) at 5:30p followed by a regular meeting on January 13, 2015 at 6:00p in room 314 of the Education Center, 520 NW Wall Street, Bend, OR.

Agenda

6:00	Call to Order	Co-Chair Helt
6:01	Pledge of Allegiance	Peggy Kinkade
6:02	Review of Agenda	Co-Chair Helt
	Public Input <i>This is the time provided for individuals to address the Board. Visitors who wish to speak must sign up prior to the beginning of the meeting on the sign-up sheet provided. Please state your name and topic at the time you address the Board.</i>	Co-Chair Helt
	Superintendent's Report	Superintendent Wilkinson

Consent Agenda

6:10	a. Approval of Minutes – December 9, 2014 Reference: ORS 192.650 and ORS 332.057	Co-Chair Helt
	b. Approval of Personnel Recommendations Reference: ORS 332.505	Jay Mathisen

Reports

6:15	a. Division 22 Assurances	Shay Mikalson Lora Nordquist
6:20	b. Chinese Teacher Exchange Program Report	Shay Mikalson
6:30	c. Financial Report	Brad Henry

Action

6:35	a. New Middle School Naming	Co-Chair Helt
6:45	b. Ensworth Property Transaction	Brad Henry

Discussion

7:00	a. Superintendent Search Process Update	Co-Chair Juba
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Board Comments

Adjourn

**Bend-La Pine Schools
Bend, OR 97701**

The Board of Directors for Bend-La Pine Schools met in a regular meeting on December 9, 2014 in room 314 of the Education Center, at 520 NW Wall Street, Bend, OR 97701.

Board Members Present

Peggy Kinkade
Andy High
Stuart Young
Ron Gallinat
Nori Juba
Julie Craig
Cheri Helt arrived at 6:12p

Call to Order

The meeting was called to order at 6:05p by Co-Chair Juba. The Pledge of Allegiance followed.

Public Input

Tracy Miller, Bend resident for seven years, addressed the Board about the surplus of Troy Field. She asked how many Board members are in the real estate / development business. Miller shared how she has used Troy Field for events with great success and at reasonable cost compared to other locations. She urged the Board to not surplus the property.

Foster Fell, Bend resident, read a letter from Mary Jane Newton to the Board asking them to please give Troy Field another chance.

Joanne Carr, Bend resident whom lives in the neighborhood near Troy Field, asked the Board why they would want to sell this great green spot in Bend. She asked how many people voted in favor to sell the property and urged the Board to save Troy Field.

Barb Campbell, Bend resident and recently elected member of the Bend City Council, shared she owns Wabi Sabi, a store in downtown Bend, and said she really likes the open space Troy Field offers downtown and believes downtown Bend needs open spaces. She shared events she has attended and been a part of at Troy Field and asked the Board what the process is now and if they are decided for certain they are selling the property.

Jim Byland, Bend resident who has owned a house on Georgia Street for 25 years asked the Board why they would even consider selling Troy Field, noting it is a bit of treasure to the entire downtown area. He noted it seems to be a trend to sell off public spaces in Bend and agreed with the previous speakers that the District should not sell the property.

Meredith Dawson, Bend resident living on Georgia Street, feels the selling of Troy Field will affect the neighborhood. She shared there is fear in surrounding neighbors of the property that the heart and spirit of why they chose to live there will be lost. She would like the District to keep Troy Field and keep it a green, livable space for downtown.

Co-Chair Juba shared there has been an extensive process, including a public process with public meetings in making the determination to surplus the Troy Field property. He thanked all for attending and addressing the Board tonight.

Andy High said he is the only Board member who works for the building industry. He noted the District reached out to Bend Park and Recreation District as well as the City of Bend and there was not interest on

the part of those agencies to purchase the land. High said the Board voted to surplus the property about three months ago and that it will be on the market in the next couple of weeks, listed by the District's broker of record. Juba clarified the property will be listed at the end of the week. He explained all offers will be presented to the District's land committee and the committee will present qualified offers to the Board in public session. High added that a recent City of Bend urban growth boundary process noted the Troy Field property is currently zoned in a manner that does not suggest a park is the ideal use for the location.

Superintendent's Report

Superintendent Wilkinson congratulated the Bend High dance team for their championship win at state. He noted the Transportation Department did an awesome job putting together the Polar Express float that was part of the Bend Christmas Parade. The float was the sweepstakes award winner and Wilkinson thanked all the volunteers for their efforts. Wilkinson shared Cascade Middle School principal, Stephanie Bennett, recently took the challenge presented by Shay Mikalson of being a 'student for a day.' He also shared, in the back of the boardroom, are maps with three possible options for school boundaries on display. He noted there will be public forums this week to hear community input on the maps and he is hopeful to have a recommendation for the 2015-16 school boundaries from the committee by the end of January.

Consent Agenda

Julie Craig moved to approve the Consent Agenda. Ron Gallinat seconded the motion. Unanimous approval.

Reports

New Middle School Naming

Superintendent Wilkinson shared the New Middle School Naming Committee has added two new names, as requested by the Board at the November meeting, to the list of four names (Bachelor Butte, Bridge Creek, Deschutes River and Manzanita Middle School) previously presented to the Board. The two new proposed names are Pacific Crest and Discovery Middle Schools. Wilkinson noted the naming committee favors the names Bridge Creek and Pacific Crest for the new middle school.

Julie Craig said she likes Pacific Crest Middle School. Ron Gallinat asked if the Board should narrow the names down and added he likes Bridge Creek Middle School. The Board discussed names and Co-Chair Juba concluded the conversation with an apology, explaining he did not mean to discredit the work of the committee or the current names of schools in the District with his comments at the last meeting. He added, at the time of his comments, he was excited about the possibility of an inimitable name and had not considered the limitations brought upon the committee as a result of existing policy (BDGOV A.6.1 Asset Protection - Naming Facilities). He added that he had made a comment about, "another tree school," and was sorry he had done so. He did note that, after all, he did obtain a degree at, "another tree school."

Annual Measurable Achievement Objectives Report

Dana Arntson updated the Board on the requirements of the Elementary and Secondary Education Act (ESEA) and reported on the progress of all English Language Learners' (ELL). Arntson said Bend-La Pine Schools exceeded state targets for Targets 1 and 2, yet did not meet Target 3. She said the work of the ELL department is reflected in the first two targets. The third target is a reflection of overall ELL subgroup achievement and high school graduation rates for that subgroup. Co-Chair Helt asked if the District tracks dropouts who are also English Language Learners'. Dave VanLoo said there is not currently a formal process for tracking dropouts by sub-group.

OSBA Convention Reports

Stuart Young said he was impressed with the reputation of the Board and the District amongst colleagues at the convention. He noted how impressed he was with the presentation Superintendent Wilkinson and Nori Juba gave at the convention on World Class Schools, and that it makes him proud to be a part of this

Board. Juba commented that this was his tenth convention and he is appreciative of the Board's commitment to attending and demonstration of grit in traveling to Portland in the bad weather and making professional development a priority.

Peggy Kinkade enjoyed hearing from the Keynote, Brandon Busted, who spoke on the critical importance of engaging students and how difficult it is for students to be successful if they are not connected to their school; a point of focus for our District. Kinkade shared she attended an OSAA meeting and they presented about their procedures, policies and their efforts of collaboration in decision-making they make. She came away from the meeting with a better understanding and overall feeling about their organization. She noted was good to take an opportunity to learn about their work when they are so often and easily criticized.

Ron Gallinat said he also enjoyed the presentation by Busted. He enjoyed networking with ESD Board members and the camaraderie and time spent with various Board members from across the state.

Julie Craig shared she enjoyed spending time with her fellow Board members in a setting outside the Boardroom. The keynote speaker was great and thought provoking and she appreciated what he had to say.

Co-Chair Juba thanked all for their reports and their attendance at the convention.

Action Items

OSBA Election

Peggy Kinkade moved to elect Doug Nelson to the OSBA Board of Directors. Stuart Young seconded the motion. Unanimous approval.

Peggy Kinkade moved to adopt the 2015 Legislative Priorities and Policies as recommended by the OSBA Legislative Policy Committee. Ron Gallinat seconded the motion. Unanimous approval.

Ron Gallinat moved to amend the OSBA Constitution to modify the process for the adoption of OSBA's Legislative Policies. Andy High seconded the motion. Unanimous approval.

Andy High moved to amend the OSBA Constitution to allow appointment of OSBA Board and Legislative Policy Committee members from a contiguous region if certain conditions are met. Ron Gallinat seconded the motion. Unanimous approval.

Juba thanked Helt for her participation in the Legislative Policy Committee.

Resolution 1218: Promise of Oregon

Peggy Kinkade moved to adopt and support the efforts of The Promise of Oregon campaign to ensure that Oregon's lawmakers continue to prioritize investments to improve the educational outcomes for Oregon's greatest natural resource: our children.

Andy High asked for the source of the resolution, it was noted the resolution came from OSBA. High commented the 5th 'WHEREAS' seems to be a 'give me more money' statement. Co-Chair Helt commented this is one of the more visionary documents she has seen come from OSBA and she really likes that it includes more of the co-curricular activities. Co-Chair Juba said he does not think that more money is always the best solution; rather, that wise and strategic investment can improve student outcomes. He thinks this resolution is a vast improvement and a step in a direction that is best for all students in Oregon. **Ron Gallinat seconded the motion. Unanimous approval.**

Approval of Cascade Education Services, Inc. Contract

Sal Cassaro shared that the annually renewable contract with Oregon Youth Challenge Program expires on December 31, 2014. He recommended approval of the contract for the 2015 calendar year.

Andy High moved to approve contract with Cascade Educational Services, Inc. to provide education services to the Oregon Youth Challenge Program in an amount not to exceed \$471,939 for calendar year 2015. Julie Craig seconded the motion. Unanimous approval.

Approval of Fiber Optic Connectivity Contract

Brad Henry presented the results of the District's request for proposals for the District's future high-speed fiber optic connections to the Bend area school and support sites. Five proposals were received and scored by a team consisting of instruction, business office and technology personnel.

Henry recommended the Board move to award the fiber optic contract to FatBeam LLC, with terms noted in the Executive Summary on the topic. Andy High asked Henry if the District would need to amend the contract if and when the District adds new schools in the future. Henry said they are working on adding language that would allow the District to add new schools in the future at a set price.

Ron Gallinat moved to approve the fiber optic connection 120 month operating lease agreement with FatBeam LLC, pending final legal review of the contract terms and acceptance by both parties, for a total amount over the 120 months, not to exceed \$2,903,400. Julie Craig seconded the motion. Unanimous approval.

Policy Monitoring

BD GOV A.3 – Financial Planning and Budgeting

Brad Henry discussed fiscal planning and the means by which the District develops past and future budgets. He asked the Board to refer to the Executive Summary included in the Board packet regarding financial planning and budgeting. Henry explained with the proposed 2015-16 budget, the District proposes an ending fund balance equal to 5% with a plan to maintain at least that much into the future.

Budget Committee

Superintendent Wilkinson said three of the District's current Budget Committee member terms have expired: Heidi Slaybaugh, Tom Barman and Ron Smith.

Peggy Kinkade said that she felt that all three committee members have served the District well and are good thinkers and suggested that they be re-appointed.

Kinkade moved to reappoint Heidi Slaybaugh, Tom Barman and Ron Smith to the 2015-16 Budget Committee. Ron Gallinat seconded the motion. Unanimous approval.

The Board took a break at 7:25p.

The meeting resumed at 7:30p.

Discussion

Superintendent Search Process

Co-Chair Juba noted the process and the decision in hiring the Superintendent is the most important job of the Board and introduced Steve Lowder and Bill Dean consultants from McPherson and Jacobson, a superintendent recruiting firm, and explained the agenda for the remainder of the meeting.

Lowder thanked the Board for their time and said he is pleased to be with the District to help make this very important decision. The search process is open and includes many stakeholder and they are here to help the Board with their process. Their recruiting firm is large and casts a broad net for potential candidates. He noted how impressed he has been with the staff and community members he has met over the past few days. He said there were many kind and positive things said about Wilkinson in his interviews and complimented the district as a whole. The sense of pride the community and the staff have for the District and schools is evident.

He noted the agenda and asked each of the board members to share their expectation of the process. Peggy Kinkade shared she has thought a lot about the process and characteristics of the District's next leader, and what is most valuable. She would like to see a process that casts a wide net that brings in quality candidates from in and outside of the District. She wants to see us hire someone who will be here more than 3 years and noted this kind of change is upsetting to a district, however, she is hopeful that the Board can find a leader who is committed to Bend-La Pine and appreciates what is currently in place, what has done, and has a vision of how to continue to improve and get better. She is optimistic we will have a great group of candidates to consider.

Lowder noted the culture of the District and that this is a family approach, rather than just a job, and the next Superintendent will need to understand and embrace the collaborative work ethic.

Andy High agreed with Kinkade and said the Board is not looking for a sweeping change, but looking for someone who can expand and help move the District forward.

Lowder asked about expectations for process, noting a wide-open and thorough process has been mentioned. High agreed and said he is open to all applicants with a variety of professional background and experiences.

Stuart Young feels that the generic theme is to find a leader who can take the current goodness to the next level. He shared his thoughts on each aspect of jobs within the District and he feels a leader needs to surround himself with great people to help and continue to push it forward. He is hopeful for a leader that has high expectations for all students and he questioned how the search committee gets beyond the 'good interviewer' so the District hires a genuine, quality leader.

Ron Gallinat agreed with his colleagues and said he is glad to hear the process is 'ours' and does not want anyone to be discouraged to apply, and wants the Board be able to narrow the field.

Co-Chair Helt agreed with colleagues as well. She feels the District has the best superintendent in Oregon and there are big shoes to fill and the Board really does feel that Wilkinson is the reason we are at the great point we are. If we can find someone to honor his work and continue to move forward in the direction is what she is most hopeful for. The biggest skill she is looking for is a visionary, someone who has a plan for implementation of the vision they have. She is interested in the most well respected leaders and those who have proven themselves to be successful and feels the District deserves a leader of top caliber. She wants the new superintendent to be one who embraces learning and professional development and continue to move the incredible people we have to being better. It is a responsibility she takes very seriously as a Board member.

Dean led the group through a process of ranking priorities and characteristics for the next superintendent. He advised on the process of creating a job description and the Board discussed and worked together in creating an emphasis on the message they want to deliver to potential candidates. After the meeting Lowder and Dean will put together a summary of expectations and priorities of the Board that will be used in the national advertisement of the vacancy.

Lowder reviewed the timeline for the process and commended the Board on their engagement and how far along in the process they are already. The national advertising will begin as soon as possible and reminded the Board this is their process. January 14 is a scheduled second meeting for the Board and asked for some direction on how to proceed. Juba noted the meeting is the 13th and Lowder reviewed what they will review and present at that meeting. Juba clarified there will be no mention of candidates at the Jan. 13 meeting. Lowder confirmed. He noted Jan. 22 is the application deadline, after that he and Dean will work for about three weeks to vet candidates and do a thorough process to make sure the applicants meet the characteristics and qualities the Board desires. Feb. 17 has been slated for the special meeting with the Board and they will bring forward the short list of those applicants who meet the desired qualities. Dean

clarified all applicant names will be shared, but the short list will be the ones whom, through their screening process, rose to the top of the pool. Co-Chair Helt asked if a list of candidates will be available prior to the Feb. 17 meeting. Lowder said he will work closely with Juba and Kinkade whom are leading the search efforts and meet the desire of the Board.

Discussion ensued about the process timeline, potential interview date(s), and interview format options. Juba noted the Board understands the options and the schedule is workable and he will continue to work with Board members to finalize the details of the interview timeline and process and will communicate with Lowder on their decision.

Dean and Lowder shared advertisement efforts that will occur. Compensation package was discussed and comparative school districts in Oregon were reviewed. Lowder thanked the Board for their time and noted what a pleasure it has been to work with the staff and community and appreciated how clear and focused they are in their search.

Board Comments

Peggy Kinkade thanked the Bill Dean and Steve Lowder for their work to date. She feels this will be a better experience than the last search the Board went through when Wilkinson was hired. The turnouts of the community forums have been light and she noted there are three more forums and encouraged community members to attend. She noted the online survey is also another way for the community and staff to share their input on the process. She is hopeful that the smaller group meetings the consultants have had have been a valuable use of their time.

Co-Chair Helt thought the Buckingham STEM float in the Christmas Parade was exciting. She also noted that this is the national Week of Code and is hopeful many of our schools will participate. Helt thanked the Boundary Committee for all of their work and is excited to see what the community has to say about the alternatives. She is also excited about meeting the superintendent search consultants.

Juba thanked Bill and Steve and feels confident they will represent the District well.

Meeting adjourned at 9:00p

Respectfully submitted,

Julianne Repman
Director of Communication and Safety
12.9.2014



HUMAN RESOURCES

Education Center

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Educating Each Student to be a Thriving Citizen

January 8, 2015

TO: Ron Wilkinson, Superintendent
Board of Directors for Bend - La Pine Schools

FROM: Jay Mathisen, Assistant Superintendent – Human Resources & Strategic Planning

RE: Administrative and Licensed Recommended Hires, Resignations, and Retirees

The Human Resources Department recommends approval of the following hires, resignations, and retirees at the school board meeting on January 13, 2015. All hires are subject to successful drug testing.

Certified Hires

Name	Position	Location	Status	Hire Date
Agocs, Karen	Graphic Arts Teacher @ .333 FTE #105497	Summit HS	Temporary	01/13/2015
Kent III, Fred	Science Teacher @ .25 FTE #105498	La Pine HS	Temporary	01/13/2015
Harper, Stephen	Social Studies Teacher #105481	Sky View MS	Temporary	01/13/2015
Stenkamp, Amber	Primary Teacher #105495	Buckingham ES	Temporary	01/13/2015

Certified Retirements

Name	Position	Location	Hire Date End Date
Carter, Martha	7/8 th Language Arts	Sky View MS	09/11/1991 01/31/2015
Jordan, Vanessa	Primary Teacher	Ponderosa ES	08/25/2003 01/31/2015

Certified Retiree/Rehire 2014-15 only

Name	Position	Location	Status	Hire Date End Date
Carter, Martha	7/8 th Language Arts	Sky View MS	Temporary	02/01/2015 06/30/2015
Jordan, Vanessa	Primary Teacher	Ponderosa ES	Temporary	02/01/2015 06/30/2015



HUMAN RESOURCES

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January 8, 2015

TO: Ron Wilkinson, Superintendent
Bend-La Pine School Board of Directors

FROM: Jay Mathisen, Assistant Superintendent of Human Resources & Strategic Planning

RE: Classified Recommended Hires and Resignations

The Human Resources Department recommends approval of the following hires and resignations at the School Board meeting on January 13, 2015:

Classified Hiring

Name	Position/Posting No.	Location	Temp/Regular Position	Hire Date
Peters, Shelli	105472 Secretary II	Nutrition	Reg 3.5 hrs / day	1/6/15
Skinner, Cheryl	105505 Bus Driver	Transportation	Reg 4.25 hrs / day	1/6/15
Stringer, Sydney	105501 EA – Student Instruction	Rosland	Temp 3.5 hrs / day	12/30/14

Classified Resignations

Name	Position	Location	Resign Date
Goodwin, Cindy	Bus Driver	La Pine Transportation	8/31/12 – 12/29/14
Hamblin, Donald	Bus Driver	Transportation	11/14/05 – 1/16/15
Hernandez, Kimberly	Nutrition Server I	Bend High	9/15/14 – 1/16/15
Lane, Shannon	Nutrition Server I	La Pine High	12/1/14 – 1/8/15
Luksich, Laurie	Bus Driver	Transportation	7/27/11 – 1/16/15
Moffit, Darcy	Nutrition Server I	Sky View	8/12/13 – 1/16/15
Wendt, Renae	Nutrition Server I	Ponderosa	1/28/14 – 12/19/14

Executive Summary

Lora Nordquist, Assistant Superintendent, Elementary Education
Shay Mikalson, Assistant Superintendent, Secondary Education

Report on Division 22 Standards for Public Elementary and Secondary Schools January 13th, 2015

Oregon school districts are required to report annually by January 15th their districts' standing with respect to all Division 22 Standards for Public Elementary and Secondary Schools as set out in Chapter 581 of the Oregon Administrative Rules.

Beginning in 2015, as part of the Oregon Department of Education's mandate relief efforts, districts are required to report compliance on all standards every third year instead of annually. In the intervening years, districts will report more specific information on standards identified by ODE leaders. For this year, the following five standards have been identified:

- 1134-modified diploma
- 1140-equal educational opportunities
- 1620-instructional hours
- 1723-teacher and administrator evaluation and support
- 1941-complaint policy

By February 13th, 2015, as part of its assurance process, the assistant superintendents will provide responses to questions regarding these five standards. For any area not in compliance, they will submit a correction plan.

In Oregon, new requirements regarding instructional hours have been proposed to the State Board of Education. We anticipate a decision by late January. Should these requirements be passed, Bend-La Pine secondary schools will need to make scheduling adjustments to meet the new standard. Shay Mikalson has already been working with secondary school leaders and the Bend Education Association to address this issue.

In reviewing all other standards for this report, leadership team members have reviewed board policies and operating procedures; student, staff and program handbooks; operating agreements; school and district improvement plans; curriculum documents; and school schedules. The reference handbook published by the Oregon Department of Education was used as a guide for this review.

After gathering information and reviewing evidence and assurances, we have affirmed that Bend-La Pine Schools is in compliance with OAR 581-Division 22 Standards for Public Elementary and Secondary Schools, with the possible exception noted above.

January 8, 2015

To: Mr. Ron Wilkinson, Superintendent

From: Zhai Logan, Business Manager

RE: Financial update for school year 2014-15

Mr. Wilkinson,

Following you will find a financial update for the 2014-15 school year. This information includes actual data through December 31, 2014, with projections to the end of the year. As you are aware, one of the resources available for 2014-15 is the ending fund balance from 2013-14. The 2013-14 financial statement audit is complete and the beginning fund balance reflects where we ended the 2013-14 school year.

There is no significant change to the projected ending fund balance since the last report. We are projecting higher collections in property taxes. In the funding formula, as we collect more in property taxes we collect less from the State School Fund. This is why there is no significant change in the "bottom line" as we collect more in property taxes.

Please let me know if you have questions or comments.

Zhai

Bend-La Pine Schools
Statement of Revenues and Expenditures
Fiscal Year to Date as of December 31, 2014 with projections to end of year
General Fund - Operations Sub-fund

	FY 2014-15		
	Adopted Budget	Projection to Year End	Budget Variance
Resources:			
Beginning Fund Balance	6,950,000	7,083,768	133,768
<u>Revenue</u>			
Formula revenue:			
Tax Revenue	60,537,258	62,445,655	1,908,397
State School Fund	67,018,598	66,959,070	(59,528)
Federal Forest Fees	-	-	-
Common School Fund	1,435,683	1,624,752	189,069
County School Fund	175,000	175,000	-
Total formula revenue	129,166,539	131,204,477	2,037,938
Earnings on Investments	200,000	200,000	-
Local Sources - Other	1,842,500	1,842,500	-
Intermediate Sources	1,750,000	1,750,000	-
State non-formula resources	1,037,000	887,000	(150,000)
Federal non-formula resources	28,000	28,000	-
Total Revenues	134,024,039	135,911,977	1,887,938
Total Resources	140,974,039	142,995,745	2,021,706
Expenditures:			
Salaries, payroll costs and benefits:			
Certified	45,741,417	46,469,974	(728,557)
Classified	17,783,450	17,843,706	(60,256)
Administrators and supervisors	5,969,490	6,182,664	(213,174)
All other salaries	1,761,662	1,991,662	(230,000)
Total Salaries	71,256,019	72,488,007	(1,231,988)
Payroll Costs & Benefits	39,018,573	39,134,974	(116,401)
Total salaries, payroll costs and benefits	110,274,592	111,622,981	(1,348,389)
Utilities & Purchased Svcs	13,822,694	14,222,694	(400,000)
Supplies, Texts, Tools	6,405,572	6,405,572	-
Equipment	31,480	31,480	-
Dues, Fees and Liability Insurance	760,448	760,448	-
Transfers	2,982,986	2,982,986	-
Total expenditures	134,277,772	136,026,161	(1,748,389)
Excess of Revenues over Expenditures	6,696,267	6,969,584	273,317
Operating Contingency	-	-	-
Unappropriated Ending Fund Balance	6,696,267	-	-
Fund Balance, Ending	-	6,969,584	273,317

Projected ending fund balance June 30, 2015

6,969,584

Fund Balance as a percent of revenues

4.75%

4.87%