



### Welcome to Open Book\$ Project

The Open Book\$ Project shows how Oregon schools spend our taxes to support education. A coalition of citizens and educators, powered by the Chalkboard Project, heard the message loud and clear – Oregonians want more “user friendly” information so they can understand where their money goes, and how their schools compare to others. Open Book\$ answers those questions.

Open Book\$ Project is a collaborative partnership with the following groups:

- ▶ Chalkboard Project
- ▶ Citizens for Oregon's Future
- ▶ Confederation of Oregon School Administrators
- ▶ Oregon Department of Education
- ▶ Oregon Education Association
- ▶ Oregon School Boards Association

### A Helpful and Constructive Tool for School Districts

We hope this web site will be a valuable resource for your school district and community. Research shows there is a credibility gap between schools and the public regarding school spending. Forty percent believe schools don't spend their money efficiently. Citizens aren't clear on where the money goes; most people significantly overestimate how much money is spent on central administration, for example. Open Book\$ is a tool you can use to get the facts on school spending to Oregonians in an easy-to-understand way, and to allow citizens to compare your districts to others of similar size.

### How to Promote Open Book\$ Project on Your Web Site

Feedback was unanimous across all parts of Oregon – show us where the money goes! In an effort to make this information available to as many people as possible, we invite (ask) you to promote the Open Book\$ Project web site on your own school or district web site by providing a link from your home page.

We recommend you feature the Open Book\$ Project logo prominently near the top right-hand corner of your district home page. Below you will see an example of how to integrate the logo on an existing home page.

We have provided several sizes of the Open Book\$ Project logo. Please choose the one that best accommodates your site's layout and presentation style. If you have any questions regarding placement of the logo or the Open Book\$ Project web site, please contact us at [craig@chalkboardproject.org](mailto:craig@chalkboardproject.org).

### Creating a Personal Message from Your District

Each school district has a unique opportunity to write a custom message that will be linked to your district's data. For example, if your district has a special circumstance regarding spending or budgeting, you can describe it here. Please note that this is designed as a tool to help your district explain any special circumstances (such as a higher figure for transportation) and is not an avenue to promote any upcoming election info, etc. This message will remain constant throughout the year. Please see an example of this on page 4 of this User Guide and email your personalized message, following the guidelines on page 3 to [craig@chalkboardproject.org](mailto:craig@chalkboardproject.org).



## OPEN BOOK\$ PROJECT LOGOS AND LINKS

### LINK TO INFO:

Please use the following link for the Open Book\$ Project logo and to access this User Guide and FAQ:

<http://chalkboardproject.org/openbooks.php>

### LOGO OPTIONS:

There are 3 logo size options from which to choose. You may grab the image from this PDF or go to the provided link to download the file.

DOWNLOAD LINK: <http://chalkboardproject.org/openbooks.php>

LOGO BANNER ▶



## EXAMPLE OF LOGO INTEGRATION ON DISTRICT SITE





## SPECIAL MESSAGE FROM SCHOOL DISTRICT

### **SPECIAL MESSAGE GUIDELINES**

Space is limited, so please keep to 150 words or less. Below is a suggested template to follow - you do not need to include all the information shown. Please note that this is designed as a tool to help your district explain any special circumstances (such as a higher figure for transportation) and is not an avenue to promote any upcoming election info, etc. This message will remain constant throughout the year.

### **SPECIAL MESSAGE FROM YOUR DISTRICT SCHOOL DISTRICT**

Welcome to YOUR DISTRICT School District's Open Book\$ data. We invite you to learn more about the details of how our district spends money.

When you look at this data, you might note that our district's expenditures for (CATEGORY) are a bit higher than those in our comparison group. This is because (EXPLANATION HERE). You might also see that our expenditures for (CATEGORY) are a little lower. This is because (EXPLANATION HERE).

YOUR DISTRICT School District educates (NUMBER OF) students in (NUMBER OF) schools. Our students are served by (NUMBER OF) teachers, (NUMBER OF) support staff and (NUMBER OF) administrators.

For more information about YOUR DISTRICT School District, or for questions about our budget, please visit our web site ([www.ourdistrict.edu](http://www.ourdistrict.edu)) or contact (link to e-mail).



**EXAMPLE: SPECIAL MESSAGE FROM SCHOOL DISTRICT**

**OPEN BOOKS**

see where your \$\$\$ goes

Home | Contact Us | About Us | Glossary | Resources & Links

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Statewide Spending
Spending by District
District Comparison

**Spending by District**

Enter Another District or City:

**Lake Oswego Sch Dist 7J**

These numbers reflect statewide averages from 2003 - 2004 audited school district expenditures provided by the Oregon Department of Education.

**\$3,308,000** principal's office 7%

**\$1,412,000** buses, buildings & food 3%

**\$7,746,000** teaching & learning 72%

**\$904,000** central administration 2%

**\$35,173,000** teaching & student resources

**teaching & learning**

classroom teachers, librarians and materials: **\$30,409,000**

counselors and health services: **\$2,046,000**

staff training: **\$528,000**

assessment and testing: **\$3,000**

other student support services: **\$2,187,000**

**categories**

teaching & student resources: **\$35,173,000**

central administration: **\$904,000**

**teaching & student resources**

Salaries	63%
Benefits	26%
Other	11%

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Statewide Spending
Spending by District
District Comparison

**District Comparisons**

You are comparing:

- principal's office
- central administration
- business services & technology
- buses, buildings & food
- teaching & learning

[compare other school districts](#)

[look at other achievement data](#)

**La Grande Sch Dist 1**

**Oregon**

**Baker Sch Dist 05J**

**Estacada Sch Dist 108**



### DATABASE INITIATIVE FUNCTION AND OBJECT CODES FOR EACH CATEGORY OF THE OPEN BOOK\$ PROJECT

With the use of ODE's DBI and guidance of all Open Book\$ partners, budget object and function codes were segmented to create the five spending categories below:

#### Teaching and Student Resources

Functions in the 1000 series plus 2110, 2120, 2130, 2140, 2150, 2160, 2190, 2210, 2220, 2230, 2240, 2700, 3200, 3300, and 3500 EXCEPT for object code 113 (administrative salaries). A fixed district percentage was used to determine average benefits on these salaries. It is derived by taking all administrative salaries for a district in the 2300 function codes, determining the percentage of benefits on those salaries and then applying that percentage to the object code 113 salaries.

#### Buses, Building and Food

Functions 2540, 2550, 3100 EXCEPT for object code 113 salaries PLUS average benefits as stated above on those salaries.

#### Central Administration

Functions 2310 and 2320 PLUS object code 113 salaries from Teaching and Learning, Buses Buildings and Food, and Business Services and Technology PLUS average benefits on these salaries as stated above.

#### Principal's Office

Functions 2410 and 2490.

#### Business Services and Technology

Functions 2510, 2520, 2570, 2610, 2620, 2630, 2640, 2650, 2660, 2670, 2690 EXCEPT object code 113 salaries PLUS average benefits as stated above.