

**SANTA CRUZ CITY SCHOOLS  
BUDGET ADVISORY COMMITTEE MEETING  
Via Zoom  
Wednesday, May 27, 2020**

**Minutes**

**Attendance at Meeting**

**BAC Members:**

Amy Hedrick-Farr, Food Services  
Casey Carlson, GSCFT  
Casey O'Brien, Middle Schools  
Clyde Curley, Elementary Schools  
Crystal Williams McNish, Small Schools parent  
Desiree Dominguez, Human Resources  
Dorothy Coito, Educational Services  
Greg O'Meara, High Schools  
Jean Gardner, SC COE  
Jeanie Brown, SCCCE  
Jeremy Shonick, Board Trustee  
Jim Monreal, Business Services  
John Owen, Board Trustee  
Kris Munro, Superintendent  
Matt Farrell, Santa Cruz Education Foundation  
Michelle McKinney, Small Schools  
Molly Parks, Human Resources  
Stacy O'Farrell, AMA  
Suzanne Trincherro, Finance  
Tim Madsen, Elementary School parent

**Absent:**

Gail Atlansky, Student Services  
Octavio Jimenez Garcia, Middle School parent  
Olwen Skogerson, High School parent

**I. Call to Order**

Asst. Supt. Jim Monreal called the meeting to order at 5:05 pm and thanked Members for attending via the Zoom platform. Roll was taken.

**II. Minutes for Meeting of 5/27/20**

Supt. Kris Munro asked if there were any corrections to the draft minutes which were presented as part of the agenda packet. There were none.

**III. Budget Update**

Jim presented the "Budget Update" slideshow which had been shared with the Board on at their meeting on 6/17/20. Jim went over the budget planning decision-making flow chart and the timetable for decisions. He restated the guiding principles for budget development. Revenues and FTE totals of District staff were detailed. Two different versions of the multi-year projections were discussed. A -7.92% COLA in 20-21 and 0% COLA in 21-22 and 22-23 were applied. In 22-23, it is

predicted that both the Elementary and the High School districts will be Basic Aid districts. With budget adjustments, it is possible to build budgets that include a 3% reserve.

**New Information:** Jim informed the BAC that his staff had audited each and every position in the district to confirm the salary and benefits costs. The deadline for staff to request leaves of absence or to submit retirements was extended by the District so that staff could evaluate their choices in light of the outlook for students returning to school in the fall. Long term substitutes were rolled into the positions vacated by the leaves and retirements. In the calculations, the financial system had these positions included. The position by position audit allowed business staff to reduce positions that could be abolished. The result is that Central Office staff reductions will go forward, but the staff reductions previously identified at the sites may be avoided. Every effort was made to minimize the impact on students. The priority was to preserve programs and services provided by staff. Next year the District may have to consider reductions that are now being avoided.

A question was raised regarding which reopening scenario was used in building the budget (high, medium or low response). The budget was created based on the number of students who attended in 2019-20. It is expected that funds will come in 2021 from the federal government to support the costs associated with COVID-19. Maintenance and Operations are working to identify cost-effective ways to keep students and staff safe.

Currently, Human Resources is holding off on filling vacant positions until more information is known. Under the three different reopening scenarios, the number of staff needed is the same, although jobs may change somewhat. HR is working with the unions on job descriptions.

Kris Munro and Jim Monreal thanked the Members for their input on the BAC. The ideas which were generated are very valuable, and helped to identify priorities.

#### **IV. Next Steps**

An 80-page budget book is being prepared for Board review which will show the budget breakdown by site, together with current staffing. State software is used to develop an additional report. These documents will be presented to the Board for approval on 6/24/20 and posted on the District website.

#### **V. Adjournment**

Jim Monreal thanked those present for their participation on the BAC and stated that their assistance was critical to the success of the District. Kris Munro also thanked Members and said that if new information is received from the State, she may request that Members meet again this summer. Members thanked Jim Monreal and the Finance team for their hard work on the budget.

There being no further business, the meeting was adjourned at 6:50 pm.

Respectfully Submitted,

Catherine Meyer-Johnson  
Executive Assistant  
Business Services

Jim Monreal  
Assistant Superintendent  
Business Services