

**SANTA CRUZ CITY SCHOOLS**  
**BUDGET ADVISORY COMMITTEE MEETING**  
**District Office, Conference Room 5**  
**Tuesday, March 5, 2019**  
**Minutes**

**Attendance at Meeting**

**BAC Members:**

Deedee Perez-Granados, Board Trustee  
Dorothy Coito, Educational Services  
Clyde Curley, Elementary Schools  
Jean Gardner, Santa Cruz Co. Office of Education  
Jeremy Shonick, Board Trustee  
Patrick Gaffney, Asst. Supt., Business Services  
Sarah Rominger, GSCFT Alternate

**Absent:**

Casey O'Brien, Middle Schools  
Gail Atlansky, High Schools  
Greg Torr, Finance  
Jeanie Brown, SCCCE  
Molly Parks/Desiree Dominguez, Human Resources  
Stacy O'Farrell, AMA  
Steve Hambright, Small Schools

**Visitors:**

None

**I. Call to Order**

Asst. Supt. Pat Gaffney called the meeting to order in Conference Room 5 at the District office at 6:05 pm. . He previewed the agenda for members.

**II. LCAP Survey Results**

Asst. Supt. of Educational Services Dorothy Coito said that she and Supt. Kris Munro had made multiple contacts with stakeholders regarding their priorities for LCAP expenditures, through surveys and in person with students, District Advisory Committee, DELAC and Parent Leaders. No decisions have been made thus far, but a final LCAP budget will be presented to the Board at their meeting on 3/20/19. It is expected to be much like the LCAP budget currently in place.

Ms. Coito walked the Committee through the Parent and Student Survey responses. The surveys target foster youth, English learners, low income families and homeless students. Parents identified which school their student attends, if they identified with any of the mentioned groups, efficacy of support services, student attitudes, parents' ability to access Illuminate and satisfaction with student progress information, parent participation in District committees and activities, feedback on school lunches, and what they see as the school's greatest need. Students were surveyed on activities in which they participate, areas where they need help, post high school plans, services that help them and services that are needed, changes needed at school, and what they like about their schools. Ms. Coito asked the Committee to review the data presented and discuss trends.

It was commented that the student survey responses seemed to reflect primarily Gault and Westlake, with few responses from other sites. One suggestion was to disaggregate the data, and to report the data by school. Question 2 of the student survey does not apply to K-5 students. Members discussed how to elicit more student participation. Ms. Coito said that the survey was sent out electronically several times, but she was not sure how the sites handled it. One suggestion was to designate a date/time and have students do the survey in class. However, there can be diminishing returns with greater numbers of responses. All agreed that it is important to get a representative sample. It was commented that although the survey targets LCAP students, it is sent to all students. Although participants were happy to give responses, they were uneasy about how their responses would be used. Ms. Coito stated that staff study the data.

Ms. Coito said that during face to face meetings at sites, concerns about math were frequently mentioned. Students learn better when they feel the teacher cares about them. They want teachers to be accessible. All want school lunches to be better. (Food Services Director Amy Hedrick-Farr is working on getting input from students.)

It was suggested that integrated math be offered to all students through LCAP funding. COE Finance Director Jean Gardner said that if LCAP funds were used, the District would have to explain how this class would benefit the target students. Benefits to all students would be incidental. Another suggestion was to use LCAP funds to lower class sizes for math.

A request was made that staff inform the Board on 3/20/19 of how the survey results were used to inform decisions about the LCAP budget (for example, identify resources earmarked for math).

### **III. 2019-20 Revenue and Expenditure Assumptions & 2018-19 Second Interim Report**

Asst. Supt. Pat Gaffney presented Preliminary Budget Assumptions for 2019-20 to 2021-22 for the General Fund. He commented that many factors were considered in developing the assumptions, including run rates for the last two years and comparison of estimated actuals to unaudited actuals. Some adjustments have been made that are beneficial to the District.

A question was raised about whether principals felt there had been improvement on accessing data about their site budgets. Westlake Principal Clyde Curley said that the quarterly meetings with Business Services administrators had been very helpful in reviewing accounts, identifying discretionary funds and making plans for expenditures. Mr. Gaffney commented that the District is migrating to a new financial system, Escape, which provides better tools for users.

Mr. Gaffney explained that the District uses the unduplicated count of students in the target populations (foster youth, English learners, low income families and homeless students) to calculate anticipated revenue. The unduplicated count is composed of students from a County list of direct certified recipients of food assistance, and students whose families submit an application for Free/Reduced price lunches. There is a drop of approximately 250 students from last year's count. It was suggested that some families are reluctant to be identified because of I.C.E. raids. Community Coordinators are doing an outreach to the families previously enrolled. There is a concern that some students are going hungry.

Because the unduplicated count is lower, there is a corresponding reduction in funding. There has been an uptick in a la carte lunch sales. It was suggested that gentrification of certain neighborhoods could be a factor.

Mr. Gaffney mentioned that adjustments have been made to the budgets for books, supplies and contracted services. Sites have been asked to complete all purchasing by the end of March, except for graduation expenses and purchases for next year. Health and welfare budgets have been increased by 4%. There has been an increase in Health and Welfare expenses between 1<sup>st</sup> and 2<sup>nd</sup> Interim which is being researched. There has been a change in personnel. Expenses will be rechecked. Some carryover will be permitted, but the priority is to benefit students in this year.

There are no major changes in assumptions. The LCFF calculation and COLA was applied to the LCFF funding. The Governor has proposed one-time funds to decrease districts' contributions to STRS over the next three years. However, there are significant increases to districts' contributions for PERS over the coming years, from 18% to 23%.

The District's CBEDS enrollment reflects the decline. Districts can use the higher of current year or prior year P2 ADA. Mr. Gaffney stated that 94% of the CBEDS enrollment is used for development of the budget. It was commented that the District always sees a drop in enrollment from first semester to second semester. Jean Gardner of the COE requested to see the District's 10 year enrollment projections.

Classified salaries increased since the 1<sup>st</sup> Interim report due to substitute costs.

It was suggested that District consider offering teachers a half-year sabbatical, and combining smaller classes to help conserve the budget.

#### **IV. Multi-Year Projections**

The multi year projections show increased costs for elections in 2020. In 2016-17 RDA funds were used. In the 2<sup>nd</sup> Interim budget, there is growth in the revenue base and a decrease in the RDA base. The District is required to transfer funds from RDA into the base.

As the end of the year approaches, expenses will be further refined which will improve the 2020-2021 ending balance.

#### **V. Farewell to Jean Gardner**

Jean Gardner of the COE is planning to retire at the end of June, 2019. She will not be able to attend the 5/14 BAC meeting, so this is her last meeting. She has served on the Budget Advisory Committee for 14 years! Mr. Gaffney thanked her for her service and for her support over the years.

#### **VI. Next Meeting and Adjournment**

The Budget Advisory Committee's next meeting will be held on 5/14/19 in Conference Room 5 at the District office.

The meeting was adjourned at 7:30 pm.

Respectfully Submitted,

Catherine Meyer-Johnson  
Administrative Assistant  
Business Services

Patrick K. Gaffney  
Asst. Superintendent  
Business Services