

MINUTES FOR THE *SPECIAL MEETING* OF THE
SIERRA COUNTY BOARD OF EDUCATION
&
GOVERNING BOARD OF THE SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
November 07, 2019
Sierra County Office of Education, 109 Beckwith Rd, Rm 4, Loyalton CA 96118
No videoconferencing available.

A. CALL TO ORDER

SPJUSD President MIKE MOORE called the *DISTRICT* meeting to order at *10:05am*.

GANT/STANNARD

5/0

SPJUSD President MIKE MOORE called the *COUNTY* meeting to order at *10:06am* in the absence of SCOE President PATTY HALL.

WRIGHT/GANT

5/0

B. ROLL CALL

PRESENT: Patty Hall, SCOE President – *arrived at 10:20am*
Mike Moore, SPJUSD President
Allen Wright, SCOE & SPJUSD Vice President
Nicole Stannard, SCOE Clerk
Jenny Gant, SPJUSD Clerk

ABSENT: None

C. FLAG SALUTE

~~C~~-D. APPROVAL OF AGENDA

WRIGHT/GANT

5/0

~~D~~-E. PUBLIC COMMENT

1. Current location – *none*
2. Videoconference location – *not available*

~~E~~-F. ACTION ITEMS

1. Begin discussion of moving the December 2019 meeting to take place on or after Friday, December 13th due to AB 2449
AB 2449 shifts the window of the Annual Organizational Meeting. The 15-day window for 2019 is Friday, December 13 to Friday, December 27, 2019. The Annual Organizational Meeting must take place within the prescribed window.
Looking at moving the regular meeting for December to Friday the 13th, 2019. Will discuss again and vote on the change of date at the regular meetings being held next week November 12, 2019.
2. Budget Workshop with Business Manager, Nona Griesert
PowerPoint presentation and discussion began at 10:10am.
handout included with minutes

BREAK FOR LUNCH AT 11:50am

RECONVENE AT 12:30pm

3. Board Planning and Superintendent Goals
Discussion began at 12:30pm.

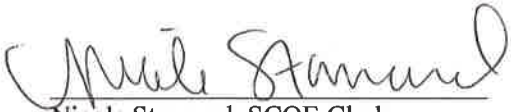
F.G. ADVANCED PLANNING

1. Next Regular Board Meetings will be held on November 12, 2019 at Sierra County Office of Education, 109 Beckwith Rd, Loyalton CA 96118, beginning with Closed Session ~~as needed~~ at 5:00pm and the Regular Board Meeting at 6:00pm.

G.H. ADJOURN at 1:53pm

HALL/WRIGHT

5/0



Nicole Stannard, SCOE Clerk



Jenny Gant, SPJUSD Clerk



James Berardi, Superintendent



AB-2449 School districts, county offices of education, and community college districts: governing boards: elections.
(2017-2018)

SHARE THIS:



Date Published: 07/20/2018 09:00 PM

Assembly Bill No. 2449

CHAPTER 146

An act to amend Sections 1007, 1009, 5017, and 72027 of the Education Code, relating to school and college elections.

[Approved by Governor July 20, 2018. Filed with Secretary of State July 20, 2018.]

LEGISLATIVE COUNSEL'S DIGEST

AB 2449, Arambula. School districts, county offices of education, and community college districts: governing boards: elections.

Under existing law relating to the election of members of governing boards of school districts and governing boards of community college districts, the terms of office of certain board members commences on the first Friday in December. Under existing law relating to the election of members of county boards of education, the terms of office of certain board members commences on the last Friday in November.

This bill would instead provide for the commencement of those terms of office on the 2nd Friday in December. To the extent the bill would impose additional duties on school districts, county offices of education, and community college districts, the bill would impose a state-mandated local program.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to the statutory provisions noted above.

Vote: majority Appropriation: no Fiscal Committee: yes Local Program: yes

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. Section 1007 of the Education Code is amended to read:

1007. (a) Members of the county board of education shall be elected on the date and in the manner prescribed for the election of members of governing boards of school districts, provided the elections are held throughout the county on the same date; otherwise the election shall be consolidated with the direct primary election. Once established, no subsequent change of circumstances shall require that the time of holding the election be changed. Where the elections for governing board members are held on the same date, then the provisions of Section 5303 shall apply to the election of members of the county board of education. Elections held pursuant to this article shall be conducted by the county board of education. Members elected at the time of the direct primary shall take office on the first day of July, and members elected at the date on which members of school

district governing boards are elected shall take office on the second Friday in December subsequent to their election. The county committee on school district organization shall determine the manner in which the county board of education first elected shall effect a staggering of terms.

(b) This section shall govern the election and term of office of members of a county board of education except as provided under Sections 1302 and 10404.5 of the Elections Code.

SEC. 2. Section 1009 of the Education Code is amended to read:

1009. The county board of education shall organize at a meeting held in each year by electing one of their number president of the board. The meeting at which the organization is conducted shall be either the first meeting on or after the second Friday in December, or the first meeting on or after the first day in July, depending upon whether, pursuant to Section 1007, the terms of office of board members commence on the second Friday in December or the first day in July.

SEC. 3. Section 5017 of the Education Code is amended to read:

5017. Each person elected at a regular biennial governing board member election shall hold office for a term of four years commencing on the second Friday in December next succeeding his or her election. Any member of the governing board of a school district or community college district whose term has expired shall continue to discharge the duties of the office until his or her successor has qualified. The term of the successor shall begin upon the expiration of the term of his or her predecessor.

SEC. 4. Section 72027 of the Education Code is amended to read:

72027. (a) Upon the formation of a community college district the county superintendent of schools having jurisdiction shall call and set the date of an election for the purpose of electing the governing board of the district. The call shall be issued not later than 30 days after the formation of the district. The election shall be called, held, and conducted as are elections for members of governing boards of elementary school districts.

(b) The first members of the governing board shall take office on the third Monday following their election. The term of office of subsequent members of the board shall begin on the second Friday in December following their election.

(c) Notwithstanding subdivision (a), the county superintendent of schools having jurisdiction may call and set the date for an election for the purpose of electing the governing board of the district on the same date that the election is held for the formation of the community college district. The call for both elections shall be issued at the same time. The election shall be called, held, and conducted the same as elections for members of the governing boards of elementary school districts.

(d) The majority of the members of the first elected board of any newly formed community college district, the members of which majority received the highest number of votes, shall serve until the second Friday in December of the second succeeding odd-numbered year. The terms of the other members shall expire on the second Friday in December of the first succeeding odd-numbered year. Those members shall continue in office until their successors are elected and qualified.

SEC. 5. If the Commission on State Mandates determines that this act contains costs mandated by the state, reimbursement to local agencies and school districts for those costs shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.

Sierra County/Sierra-Plumas Joint USD

Board Bylaw

Board Bylaws
BB 9100

Organization

Annual Organizational Meeting

Each year, the Board of Education shall hold an annual organizational meeting. In any year in which a regular election of district Board members is conducted, the organizational meeting shall be held within a 15-day period beginning from the date upon which a Board member elected at that election takes office. During non-election years, the meeting shall be held within the same 15-day period on the calendar. (Education Code 35143)

The day and time of the annual meeting shall be selected by the Board at its regular meeting held immediately prior to the first day of the 15-day period. On behalf of the Board, the Superintendent shall notify the County Superintendent of Schools of the day and time selected. Within 15 days prior to the date of the annual meeting, the clerk of the Board, with the assistance of the Superintendent, shall notify in writing all Board members and members-elect of the date and time selected for the meeting. (Education Code 35143)

At this meeting the Board shall:

1. Elect a president and a clerk and/or vice president from its members
2. Appoint the Superintendent as secretary to the Board
3. Authorize signatures
4. Approve a schedule of regular meetings for the year and a Board governance calendar stating the time when the Board will address important governance matters
5. Designate Board representatives to serve on committees or commissions of the district, other public agencies, or organizations with which the district partners or collaborates
(cf. 9140 - Board Representatives)

Election of Officers

The Board shall each year elect its entire slate of officers.

No Board member shall serve more than eight consecutive years in the same office.
(cf. 9224 - Oath or Affirmation)

The election of Board officers shall be conducted during an open session of the annual organizational meeting.

Legal Reference:

EDUCATION CODE

5017 Term of office

35143 Annual organizational meeting date, and notice

35145 Public meetings

GOVERNMENT CODE

54953 Meetings to be open and public; attendance

ATTORNEY GENERAL OPINIONS

68 Ops.Cal.Atty.Gen. 65 (1985)

59 Ops.Cal.Atty.Gen. 619, 621-622 (1976)

SIERRA COUNTY OFFICE OF EDUCATION


SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

Bylaw adopted: April 10, 2007

revised: November 13, 2007


revised: September 8, 2015

Sierra County Office of Education
and
Sierra-Plumas Joint Unified School District



2019/2020 Budget Workshop

Prepared and Presented by Nona Giesert, Business Manager




THE BUDGET




Budget Basics:

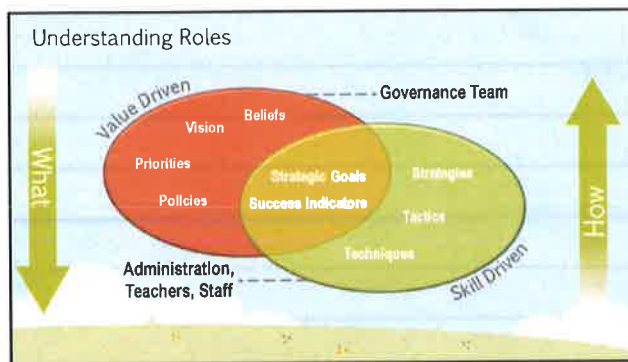
- It's a living document, constantly moving and changing
- Two pots of money: Unrestricted & Restricted Sources
- The Budget tells a story and reflects the priorities of the County/District
- Vision and Mission guide the decisions affecting the budget



Planning and Goal Setting

- Starts with the local agency's vision
- Long-term priorities based on vision
- Strategic goals developed from priorities
 - There is enough money to do anything you need to do
 - But not everything you want to do
 - Wants and needs must be prioritized
- Short-term (one year) operational goals to implement strategic goals for next year






Budget Process

Financial reports in the SACS format must be adopted and submitted to the COE/CDE at least 5 times per year

Report	Period Covered	Due Date
Adopted Budget	New Fiscal Year	July 1*
First Interim	July 1 - October 31	December 15
Second Interim	July 1 - January 31	March 15
Estimated Actuals	July 1 - June 30	July 1*
Unaudited Actuals	July 1 - June 30	September 15

*Adopted Budget for the next year includes Estimated Actuals for the current year



Revenue Sources

- Is the source one-time or ongoing?
- Restricted or Unrestricted?

	One-Time	Ongoing
Restricted	Use FIRST	Use next
Unrestricted	Use if restricted funds are not applicable	
		Use last

Multi-Year Projection

- SCOE MYP

	2019/20			2020/21			2021/22		
	Actuals/Comps			MYP			MYP		
	A	B	C	D	E	F	G	H	I
Revenue									
Total Revenue	1,014,676	963,146	1,377,311	1,377,311	1,014,115	2,066,889	993,167	1,034,984	2,029,151
Expenditures									
Total Expenditures	1,327,071	995,135	2,022,200	1,324,355	1,020,423	2,274,428	1,361,254	1,035,994	2,417,568
Change in Fund Bal	(312,395)	(41,989)	(644,889)	(-)	(17,308)	(207,539)	(368,087)	(-	(388,417)
End Fund Bal	2,314,069	2,190	2,146,609	2,263,914	2,046,606	2,046,606	2,131,625	2,131,625	2,131,625
End Fund Bal	2,381,471	-	2,381,471	2,026,606	-	2,026,606	1,763,538	-	1,763,538

Multi-Year Projection


- SCOE Components of Ending Fund Balance

	2019/20			2020/21			2021/22		
	Actuals/Comps			MYP			MYP		
	A	B	C	D	E	F	G	H	I
End Fund Bal	2,381,471	-	2,381,471	2,026,606	-	2,026,606	1,763,538	-	1,763,538
Non-Spendable	200	-	200	200	-	200	200	-	200
Restricted									
Committed									
CPFB	93,441	-	93,441	93,441	-	93,441	93,441	-	93,441
Assigned									
Detrend Maintenance	207,000	-	207,000	207,000	-	207,000	207,000	-	207,000
REL	215,000	-	215,000	215,000	-	215,000	215,000	-	215,000
Unassigned	1,967,030	-	1,967,030	1,607,606	-	1,607,606	1,341,538	-	1,341,538

Multi-Year Projection

• SPJUSD MYP


Reasons	2019/20 Adopted / Current			2020/21 MYP			2021/22 MYP		
	Unassigned	Reserved	Committed	Unassigned	Reserved	Committed	Unassigned	Reserved	Committed
Total Revenues	8,339,833	841,361	6,285,333	8,485,508	897,091	6,177,241	8,788,941	798,299	6,417,222
Total Expenditures	6,471,919	665,910	7,136,929	6,881,770	897,091	6,746,811	6,481,248	798,299	6,647,239
Change in Fund Bal	(832,086)	(112,549)	(841,635)	(396,262)	-	(571,570)	(239,697)	-	(230,017)
Reg Fund Bal	3,661,488	123,069	3,784,557	3,388,295	-	2,816,725	2,577,028	-	2,346,711
End Fund Bal	2,798,792	-	2,798,792	2,437,222	-	2,437,222	2,197,325	-	2,197,325

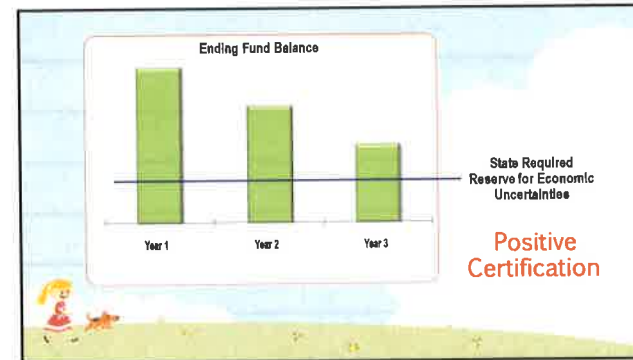


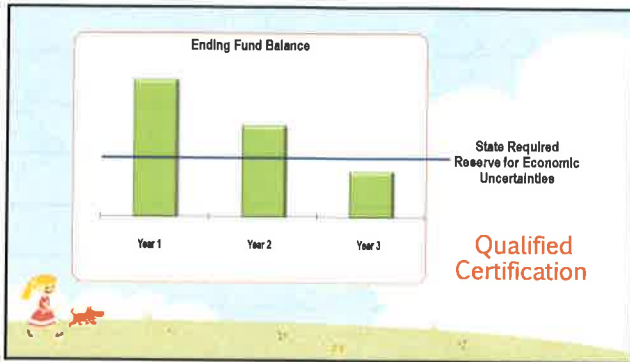
Multi-Year Projection

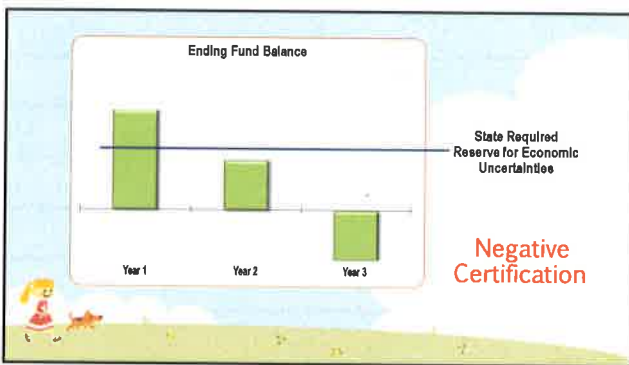
• SPJUSD Components of Ending Fund Balance

Reasons	2019/20 Adopted / Current			2020/21 MYP			2021/22 MYP		
	Unassigned	Reserved	Committed	Unassigned	Reserved	Committed	Unassigned	Reserved	Committed
End Fund Bal	2,798,792	-	2,798,792	2,437,222	-	2,437,222	2,197,325	-	2,197,325
New Spendable	1,400	-	1,400	1,400	-	1,400	1,400	-	1,400
Reserved	-	-	-	-	-	-	-	-	-
Committed	-	-	-	-	-	-	-	-	-
OPEB	383,191	-	383,191	394,363	-	394,363	394,363	-	394,363
Assigned	-	-	-	-	-	-	-	-	-
Deferred Maintenance	150,000	-	150,000	225,000	-	225,000	225,000	-	225,000
RFU	715,000	-	715,000	675,000	-	675,000	675,000	-	675,000
Unassigned	1,387,301	-	1,387,301	1,067,859	-	1,067,859	897,962	-	897,962









Deficit Spending

- What is it?
 - Deficit spending is when purchases exceed income
- Is it a bad thing?
 - Not necessarily, but can be if it is not managed carefully and balanced with cash reserves
- How can we manage it?
 - Care must be taken that cash reserves are utilized for one-time expenditures and not used for ongoing expenses (i.e. Salaries & Benefits)
- What can we do?
 - Focus on unrestricted General Fund – the only source of solvency
 - Ensure other funds bear full share of costs (custodial, indirect costs, etc.)
 - Retirement Incentives
 - Review staffing, implement staffing formulas

Staffing Formulas

Why have staffing formulas?

- Staffing formulas can help to document "core staffing" so that categorical funds can be used to supplement, not supplant.
- Staffing formulas can form the standard building blocks for site and department budgets.
- Staffing formulas can provide equitable staffing standards across the LEA and can be used to equitably ratchet back staffing in a fiscal crisis.
- They can also play an integral role in controlling personnel costs.

Staffing Ratios

The statewide average number of students per staff member is as follows:

Student Enrollment per Staff Member 2017-18:	Elementary	Unified	High
Classroom Teacher	21.38	22.65	20.97
Pupil Services & Special Education Employee	256.54	230.59	217.72
All Certificated Employees	18.27	19.26	17.78
Paraprofessional Classified Employee	74.15	107.75	80.53
Clerical Employee	122.80	100.52	116.11
Other Classified Employees	56.86	64.33	52.64
All Classified Employees	25.50	28.76	24.98
School-Level Administrator	394.79	470.72	383.85
District-Level Administrator	657.53	773.86	730.98

Items for future discussion:

- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

