



## **SMMUSD Financial Oversight Committee Minutes**

**Date: Tuesday, October 18, 2011**

**Time: 7:00 pm to 9:00 pm**

**Location: Testing Room, SMMUSD Administrative Offices  
1651 16<sup>th</sup> Street, Santa Monica, CA 90404**

### **I. Call to Order**

The meeting was called to order at 7:03p.m. by Ms. Wagner.

<u>Committee Members:</u>	Carrie Wagner, Chair	Tom Larmore
	Joan Chu Reese, Vice Chair	Paul Silvern
	Craig Foster	Cynthia Torres
	Patricia Hoffman	David Vukadinovich
	Shelly Slaugh Nahass	

<u>Board Liaisons:</u>	Ben Allen
	Jose Escarce arrived @ 7:38pm
	Laurie Lieberman

<u>Staff:</u>	Jan Maez
	Kim Nguyen

<u>Student Representative:</u>	Jack Walecki – Malibu High School
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<u>Public:</u>	Linda Greenberg Gross, Ed Foundation
	Heidi Kleis, SMMCTA

<u>Absent:</u>	Oscar de la Torre	Gordon Lee
	Craig Hamilton	

### **II. Approval of Minutes** 9/20/11

A motion was made by Ms. Torres and seconded by Mr. Silvern to approve the Minutes as amended. The motion passed unanimously.

### **III. Welcome**

- A. Malibu High School representative – Jack Walecki
- B. FOC member – Craig Foster

### **IV. Staff Report: Chief Financial Officer Janece L. Maez (*Limited Discussion*)**

- A. Budget Update: Ms. Maez stated that the District's 1<sup>st</sup> Interim Report was being prepared. We will have more information on the State budget in December.
- B. Attendance/Enrollment Update: Ms. Maez stated that School Innovations Advocacy prepared a report showing areas that the District may be able to improve in. The report identified schools that could be more aggressive in contacting students for attendance conference. Enrollment has leveled and close to what was projected.

- C. New Student Information System Update: Ms. Maez reported that schools have embraced the new student information system. Some feedback received is that part of the program is cumbersome. Teachers are taking attendance every day. There is a parent portal through Illuminate (previously Pinnacle) that has some fixes that need to be worked out. Illuminate offers training and one year of technical support.

Ms. Maez reported that the District will be using the services of Jeri Wenger to assist with a procedure manual and state approval. Ms. Wenger worked with John Adams and was able to resolve their attendance issue a few years ago.

## **V. Update from Ad Hoc Committees**

- A. Researching District Revenue Enhancement (*J. Chu Reese, G. Lee, C. Torres, D. Vukadinovich*): Ms. Torres reported that the ad hoc committee met with Superintendent Sandy Lyon and Board Member Laurie Lieberman. The ad hoc committee is continuing to do more research on a variety of revenue enhancement objectives such as parcel tax, bond measures, alumni donations, fundraising from sources other than parents' pockets, business sponsorships and partnerships.

Mr. Larmore asked for Ms. Maez's response to comments regarding redevelopment agencies and ERAF made at the last Feasibility Committee meeting. Ms. Maez stated that she needs more specifics and will research where the windfall to school district may come from.

- B. Educating Public on District Finances (*C. Foster, C. Wagner, P. Hoffman, T. Larmore, D. Vukadinovich*): Ms. Wagner stated that Mr. Larmore and Mr. Vukadinovich joined this ad hoc committee. She provided the committee's initial thoughts of creating a one page document that includes a quick history of funding, revenue, and explanation of where the monies that ties in the strategic plan. Mr. Silvern stated that district finance is very complex and multifaceted that it may be difficult to get all the information onto one page. He suggested that the PowerPoint on Measure A from a few years ago be used as a sample template. Ms. Torres stated that having a handout would be helpful and that the article distributed at the FOC meeting could be a handout possibility. Mr. Larmore stated that the Feasibility Committee will most likely recommend a bond measure than a parcel tax and that the committee talked about an education program.

Mr. Foster stated that the purpose is to get people to assist the District by way of graphics that show the district as good stewards of their monies. Mr. Vukadinovich stated that a clear focus or "action item" should be determined prior to the presentation. Mr. Silvern suggested that it be to increase the public's general understanding of what works and the key drivers of revenues and expenditures. Also, there could be a certain level of suspicion with trying to be persuasive. Ms. Chu Reese suggested that people should be informed so they could come to understand that the State is not providing the level of funding the District needs it to be at. Mr. Vukadinovich believes that Prop Y and YY should also be addressed. Ms. Maez stated that the first quarter (April through June 2011) of Prop Y brought in \$1.2M. \$5.5M is the budgeted amount for the first fiscal year is seasonal but will be trued up. The initial projection was \$6M but the City felt it was aggressive for a first year projection so the amount was reduced to \$5.5M. Mr. Silvern stated that there was a one year anniversary event on November 2, 2011.

Mr. Vukadinovich and Ms. Chu Reese would like to see presentations made to elementary schools. Ms. Wagner asked for assistance with the presentations and suggests that it be vetted very well with the committee before they are made. Ms. Lieberman stated that the presentation could be videotaped and posted on the District website or YouTube. Some venues suggested for the presentations were the state of our school address, PTA sites, Mecha, Black Student Association, and neighborhood community organizations but the FOC felt that minimally, it should reach the electorate.

- C. Comparative District Research (*T. Larmore, S. Slaugh Nahass, P. Silvern*): Mr. Larmore reported that Palos Verdes cut an equivalent to 57 FTEs at the elementary level. The committee determined that two districts (Palo Alto and Palos Verdes) were slightly outside the selection parameters but were retained. Berkeley was added.
- D. Special Education District Advisory Committee (*C. Hamilton, P. Silvern*): Mr. Silvern suggested that Special Education DAC be a standing FOC agenda item. Ms. Maez has continued to prepare charts over time and track trends and spending on a year to year basis. The charts have been helpful for general budgeting and identifying the spending of Special Education resources in different and more productive ways and programs.

## **VI. Discussion/Action Items**

- A. Meetings in Malibu: Ms. Maez stated that all meetings have been calendared at the District Office Testing Room. The FOC decided to hold the January 17, 2012 and April 17, 2012 meeting in Malibu. The meetings will be held from 7:00pm-9:00pm in the library at Webster.
- B. Proposed Revised Gifts Policy: Mr. Vukadinovich would like to see this item as an ongoing discussion item. Dr. Escarce stated that this item will come forward for discussion at the November 3<sup>rd</sup> Board Meeting in Malibu and November 17<sup>th</sup> in Santa Monica. The item would come to the Board for action at the November 29<sup>th</sup> Board Meeting. Ms. Torres stated that the Ed Foundation from Manhattan Beach has an excellent model that we may want to invite them to come and present. Mr. Foster will distribute a copy of his presentation to the PTA Council that Webster is losing 5<sup>th</sup> and 6<sup>th</sup> graders to private schools and that Malibu schools make up 20% of the district, want an additive program, not subtractive. Mr. Silvern stated that another issue for discussion is that money raised is used to pay for staff where the district is responsible for hiring.

## **VII. Receive and File (Limited Discussion)**

- A. California Budget Project School Finance Facts October 2011: *A Decade of Disinvestment: California Education Spending Nears the Bottom*
- B. RAND Student Report on Fundraising was emailed to the FOC

## **VIII. Public Comments:** None

## **IX. Next Meeting:** November 15, 2011 from 7:00 p.m. - 9:00 p.m.

## **X. Adjournment:** It was moved by Mr. Silvern and seconded by Ms. Torres to adjourn at 8:41p.m. The motion passed unanimously.