



**Santa Monica-Malibu Unified School District
Board Committee**

Financial Oversight Committee

Minutes

January 10, 2006

Time: 7:00 to 9:00 p.m.

Location: Testing Room of the School District's

Administrative Offices - 1651 16th Street, Santa Monica, CA

Attendance: (Committee Members) Paul Silvern [Chair], Chris Harding, Denny Kernochan, Cheryl Stecher [Co-Chair], Cynthia Torres. (Staff) Winston Braham, Angelita Dalan, Superintendent John E. Deasy, Dawn Smithfield, Douglas Staine, Kathy Wisnicki. (Public) Jim Jaffe. Absent: Carolyn Galantine, Craig Hamilton, Patricia Hoffman, Mike Phillips. (Board Liaisons) Julia Brownley, Oscar de la Torre.

I. Call to Order

The meeting was Called to Order at 7:10 p.m. by Committee Chair Paul Silvern.

- A. Board Liaison, Dr. Wisnicki, informed members that the Board Liaisons were reassigned in December and that she will be the Board Liaison for the Ad Hoc Facilities Committee and Special Education District Advisory Committee. Board Member Oscar de la Torre will replace her as one of our Board Liaisons, and Board Member Julia Brownley will continue to serve as the second Board Liaison. Mr. Silvern thanked Dr. Wisnicki for her service to the FOC, and noted that she will always be welcomed at future meetings.

II. Approval of the Minutes:

11/1/05: A Motion was made by Mr. Kernochan and seconded by Ms. Stecher to approve the Minutes from the November 1, 2005 Meeting. Motion passed unanimously.

12/6/05: A Motion was made by Ms. Stecher and seconded by Mr. Kernochan to approve the Minutes from the December 6, 2005 Meeting. Motion passed unanimously.

III. Staff Report: Chief Financial Officer Winston A. Braham/Superintendent John Deasy

A. Governmental/Legislative Issues Concerning District Finances:

1. General Update:

Mr. Braham:

- Regarding the Governor's Budget, we're pleased with the outlook for 2006-07
- Should be brighter for 2008-09 after a projected downturn for 2007-08.
- 2006-07 projected Cost of Living Adjustment (COLA) should be higher than current FY.
- Looking to produce budget similar to this year's to reflect equal education for all, include Superintendent & Board initiatives, while controlling costs.
- Negotiations with both bargaining units are concluded; awaiting final Board approval on SEIU at the 2/2/06 Board Meeting.
- Projected CalPERS Calendar Year Health Care Premium costs are as yet unknown, but constructive preparation work lies ahead.

Supt. Deasy:

- Budget reflects the Governor's attempt to work with instead of bypass the legislature.
- We're pleased, but cautious about funding from the State.
- Some payback (restoration) may come in the form of Proposition 98 funds.
- Federal cuts yet unknown (largely in Title I), but at this point we're keeping programs we have.
- Union agreements have settled, maintaining health benefits at current levels.

- Enrollment decline predicted for next year, unless changes occur regarding permit policy.
- John Jalili is Interim City Manager of Malibu until they recruit a new City Manager.
- P. Lamont Ewell has replaced Susan McCarthy as the City Manager of Santa Monica.

2. Introduction of Ms. Angelita Dalan, Assistant Director of Fiscal Services:

- Mr. Braham introduced Ms. Dalan, former Fiscal Assistant Director and Director, respectively, at Oxnard & Centinela Valley School Districts.
- Her primary responsibilities will be for workflow process and organizational improvements in all key areas of Fiscal Services.

3. Introduction of Douglas Staine, Ph.D., Director of Human Resources:

- Mr. Braham introduced Dr. Staine, former Director of Pupil/Personnel Services & Special Education at Los Nietos School District
- Works under the direction of Assistant Superintendent-Human Resources/Chief of Staff, Dr. Michael D. Matthews, and they will collaborate on enrollment projections.

4. District's Student Wellness: Federal Child Nutrition Reauthorization Act and School Site M & O and Custodial Issues:

- Federal Act requires, among other key provisions, that students be fed "nutritious" food; will become effective in 2007.
- We are getting public input and will report to the Board at 1/19/06 Board Meeting.
- District is taking internal steps to prepare/will lead to substantial changes in Lunch Program.
- Dr. Wisnicki to send *Project Teen* info to Orlando Griego, Food & Nutrition Svcs. Director.
- Safety/cleanliness will be improved at school sites to improve conditions for students, staff, family and reduce liability/improve insurance rating.
- Recent Custodial-related FTEs increased at several locations:
 - < Plant Manager at Samohi will report to Principal Straus and will interface with all trades/District/school staff, to ensure completion of tasks.
 - < Custodian added at John Adams, Pt. Dume, Malibu High School and Samohi.
 - < A Roving 2nd Shift Plan Manager, will report to Facilities Mgmt. and check on custodial work to ensure compliance with new standards for cleanliness and uniform starting times.

5. Completion of the District's 2004-05 Independent Financial Audit:

- Report looks clean, no problems anticipated. Will let FOC know if State has any questions.
- The Report will be submitted at the 1/19/06 Board Meeting.
- Mr. Blair will discuss the 2004-05 Audit & Measure "S" Audit Reports at the next FOC meeting.
- A request was made for the Reports to be mailed to members.

B. Pending Board of Education Items with Financial or Financial Management Implications:

1. Project Manager for Facilities Master Plan:

- Copy of 1/5/06 Board Item A.14, *Project Manager for Facilities Master Plan*, was distributed.
- Alison Kendall will be at District (8) hours per week to ensure the money is being spent efficiently and effectively for the Facilities Master Plan.
- A Convening Meeting will be held from 9am to 3pm on 1/3/06 at the Sheraton Delfina Hotel.
- We anticipate Board adoption of the Facilities Master Plan at Board Meeting in June.

2. Collective Bargaining Agreement between SMMUSD and SEIU:

- Copy of 1/5/06 Board Item D.4, *Agreement between SMMUSD and SEIU*, was distributed.
- Will "sunshine" at 1/19/06 Board Meeting, with final adoption at 2/2/06 Board Meeting.

IV. FOC Priority Policy Issues (*Primary Discussion Items*)

- A. Facilities Master Plan: *Previously discussed under Item III.B.1*
- B. Measure “S” Oversight:
- Ms. Smithfield provided update on Senior Exemptions/Renewals and distributed memo comparing parcels exempted in 2005-06 with 2004-05.
 - Mr. Braham to check with Ms. Muncey for Ed. Services funding requests from Measure “S”.
- C. Status of District’s Deficit Reduction Plan:
- As requested, the previously-distributed Plan was again mailed to FOC members
- D. Improving/Creating Consistent Budget Format/Process & Public Presentation of Budget:
1. Status of 2006-07 Budget Development Calendar and Milestones:
 - City of Santa Monica holding workshop on 1/12/06 re: how to read their budget; Ms. Stecher will attend and bring materials to next FOC meeting.
 - 3-level budget report suggested to appeal to various levels of public’s experience/interest.
 - < Level 1: Condensed, key points, revenues & expenditures, visuals & graphs
 - < Level 2: More detail, with breakdown of categorical funding, visuals & graphs
 - < Level 3: Even more detail and include J-200 series of reports on web
- E. Enrollment Forecast/Long-Range Trends:
- Ms. Kendall and Ms. Stecher will speak about enrollment forecasts related to Facilities Master Plan, and Ms. Kendall to introduce Ms. Stecher to subcontractors.
 - Ms. Stecher will also talk with Doug Staine about enrollment projections.
- F. Monthly Revenues, Expenditures Summary & Adopted Budget Comparison:
- Mr. Phillips and Ms. Stecher will speak with Mr. Braham about this.

V. New Business (*for Discussion*)

Absenteeism:

Referencing a recent *Los Angeles Times* article, members discussed ways to reduce absenteeism/increase ADA, such as:

- < Let parents know how much it costs in lost ADA for their child to be absent.
- < ADA taken in 2nd class period, so make doctors’ appointments in afternoon.
- < Independent Study Agreement: students complete homework & district receives ADA.
- < PTA or Site Governance create a contract for schools to most reduces absenteeism.

VI. Receive and File (*Limited Discussion*)

1. School Services of California, Inc. (*Fiscal Report dated December 2, 2005 - handout*)

VII. Public Comments:

Jim Jaffe

VII. Agenda Planning for the Next Meeting: February 7, 2006

VII. Adjournment. Meeting adjourned at 9:09 p.m.