

PAJARO VALLEY UNIFIED SCHOOL DISTRICT MISSION STATEMENT

The Mission of the Pajaro Valley Unified School District is to educate and to support learners in reaching their highest potential. We prepare students to pursue successful futures and to make positive contributions to the community and global society.

August 25, 2010 REGULAR BOARD MEETING CLOSED SESSION – 6:00 p.m. – 7:00 p.m.

PUBLIC SESSION – 7:00 p.m.
DISTRICT OFFICE
BOARDROOM
292 Green Valley Road
Watsonville, CA 95076

NOTICE TO THE PUBLIC: PURSUANT TO SB 343, BOARD PACKET DOCUMENTS ARE AVAILABLE FOR YOUR REVIEW AT THE FOLLOWING LOCATIONS:

- Superintendent's Office: 294 Green Valley Road, Watsonville, CA (4th Floor)
 - On our Webpage: www.pvusd.net

Notice to the Audience on Public Comment

Members of the audience are welcome to address the Board on all items not listed on this agenda. Such comments are welcome at the "Visitor Non-Agenda Items".

Members of the audience will also have the opportunity to address the Board during the Board's consideration of each item on the agenda.

Individual speakers will be allowed three minutes (unless otherwise announced by the Board President) to address the Board on each agenda item. You must submit this card prior to the discussion of the agenda item you wish to speak to; once an item has begun, cards will not be accepted for that item. For the record, please state your name at the beginning of your statement. The Board shall limit the total time for public input on each agenda item to 20 minutes. With Board consent, the President may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The President may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.

Note: Time allotment for each item is for the report portion only; it is not an anticipation of the total time for the discussion of the item.

We ask that you please turn off your cell phones and pagers when you are in the boardroom.

1.0 <u>CLOSED SESSION OPENING CEREMONY IN OPEN SESSION - 6:00 P.M.</u>

- 1.1 Call to Order
- 1.2 Public comments on closed session agenda.

2.0 CLOSED SESSION (AND AFTER REGULAR SESSION IF NECESSARY)

- 2.1 Public Employee Appointment/Employment, Government Code Section 54957
 - a. Certificated Employees (see Attached)
 - b. Classified Employees (see attached)
- 2.2 Public Employee Discipline/Dismissal/Release/Leaves
- 2.3 Negotiations Update
 - a. CSEA
 - b. PVFT
 - c. Unrepresented Units: Management and Confidential
 - d. Substitutes Communication Workers of America (CWA)
- 2.4 Claims for Damages
- 2.5 Existing Litigation
- 2.6 Pending Litigation
- 2.7 Anticipated Litigation
- 2.8 Real Property Negotiations

3.0 OPENING CEREMONY – MEETING OF THE BOARD IN PUBLIC - 7:00 P.M.

- 3.1 Pledge of Allegiance
- 3.2 Welcome by Board President Trustees Leslie De Rose, Doug Keegan, Sandra Nichols, Karen Osmundson, Kim Turley, Willie Yahiro, and President Libby Wilson.
- 4.0 ACTION ON CLOSED SESSION
- 5.0 APPROVAL OF THE AGENDA
- 6.0 APPROVAL OF MINUTES

a) Minutes of August 11, 2010

7.0 VISITOR NON-AGENDA ITEMS

Public comments on items that are not on the agenda can be addressed at this time. The Board President will recognize any member of the audience wishing to speak to an item not on the agenda on a matter directly related to school business. The President may allot time to those wishing to speak, but no action will be taken on matters presented (Ed. Code Section 36146.6). If appropriate, the President or any Member of the Board may direct that a matter be referred to the Superintendent's Office for placement on a future agenda. (Please complete a card if you wish to speak.)

8.0 EMPLOYEE ORGANIZATIONS COMMENTS – PVFT, CSEA, PVAM, CWA 5 Min. Each

9.0 CONSENT AGENDA

Information concerning the Consent items listed above has been forwarded to each Board Member prior to this meeting for his/her study. Unless some Board Member or member of the audience has a question about a particular item(s) and asks that it be withdrawn from the Consent list, the item(s) will be approved at one time by the Board of Trustees. The action taken in approving Consent items is set forth in the explanation of the individual item(s).

- 9.1 Purchase Orders August 5 18, 2010
 The PO's will be available in the Superintendent's Office.
- 9.2 Warrants August 5 18, 2010
 The warrants will be available in the Superintendent's Office.
- 9.3 Approve with Gratitude Donation of \$250 from the Pajaro Valley Youth Soccer for the Freedom School Community.
- 9.4 Approve with Gratitude Donation of \$966 from the Rotary Club of Freedom for the Freedom School Community.
- 9.5 Approve Resolution #10-11-03, Updated Authorized District Signatures on Record.
- 9.6 Approve Award of Blanket for Food and Nutritional Services Bids: B02/10-11 Frozen and Dry Items; B03/10-11 Bread Products; B04/10-11 Paper Products.

The administration recommends approval of the Consent Agenda.

10.0 DEFERRED CONSENT ITEMS

11.0 REPORT AND DISCUSSION ITEMS

- 11.1 Report and Discussion on Expulsions, Disciplinary Issues and Student Safety.

 Report by Joe Trautwein, Director, Student Services/Extended Learning Program. 10 min.
- 11.2 Report and Discussion on Energy Savings and Environmental Action Plan.

 Report by Steve Okamura, Energy Savings Manager and Brett McFadden, CBO. 10 min.
- 11.3 Report and discussion on Budget Update Report by Brett McFadden, CBO.

10 min.

Report and discussion on Student Enrollment and Staffing. Report by Dorma Baker, Superintendent.

10 min.

12.0 REPORT, DISCUSSION AND POSSIBLE ACTION ITEMS

12.1 Report, discussion and possible action to approve Creation of PVUSD Fiscal and Facilities Advisory Committee.

*Report by Brett McFadden, CBO.**

10 min.

13.0 GOVERNING BOARD AND SUPERINTENDENT COMMENTS/REPORTS

14.0 UPCOMING BOARD MEETINGS/REMAINING BOARD MEETINGS FOR 2010

All meetings, unless otherwise noted, take place at the District Office Boardroom, 292 Green Valley Road, Watsonville, CA. Closed Session begins at 6:00 pm; Open Session begins at 7:00 pm.

		Comment
September	8	 Unaudited Actuals
_	22	
October	1 3	
	* 27	
November	1 7	
December	 8 Annual Organization Mtg. (Election Year) 	 Approve 1st Interim Report

15.0 ADJOURNMENT

PAJARO VALLEY UNIFIED SCHOOL DISTRICT CLOSED SESSION AGENDA August 25, 2010

- Public Employee Appointment/Employment, Government Code Section 54957 a. Certificated Employees 2.1

 - b. Classified Employees

New Hires					
1	Psychologist				
12	Pre School				
1	Primary Teacher				
5	Secondary Teacher				
10	Special Services				
New S	ubstitutes				
33	Substitutes				
Rehire	es				
3	Pre School Teacher				
28	Primary Teacher				
79	Secondary Teacher				
4	Speech and Language Therapist				
1	Psychologist				
1	Nurse				
4	Special Services Teacher				
8	Teacher on Special Assignment				
1	TOSA				
Promo	Promotions				
	None				
New H	New Hires Probationary				
1	Instructional Assistant I				
2	Instructional Assistant II				
Administrative					
1	Coord. Of Site Academics, Instr. & Acctblty				
I	Coordinator Child Development Center				
Transfers					
1	Child Development Teacher				
3	Primary Teacher				
21	Secondary Teacher				
1	TOSA				

1	ELS					
1	ELP Coordinator					
Extra Pay Assignments						
***************************************	None					
Extra	Period Assignments					
	None					
Leave	s of Absence					
1	Administrative Secretary III					
1	Custodian II					
3	Lead Custodian I					
2	Office Manager					
1	Coordinator Migrant Head Start					
2	Bus Driver					
1	Account Specialist II					
9	Primary Teacher					
5	Secondary Teacher					
Retire	ments					
	None					
Resignations/Terminations						
3	Secondary Teachers					
3	Primary Teachers					
Separ	ation from Service					
1	Administrative Secretary III					
1	Testing Specialist I					
Suppl	emental Service Agreements					
198	Primary Teacher					
106	Secondary Teachers					
Miscellaneous Actions						
1	Accounting Operations Manager					
1	Administrative Secretary I					
6	Behavior Technicians					
2	Campus Safety Coordinators					
2	Site Computer Support Technicians					
1	District Student Attendance Information Specialist					
1	Health Services Assistant					
7	Instructional Assistant I					

14	Instructional Assistant II				
2	Lead Custodian III				
1	Office Manager				
Limite	ed Term – Projects				
1	Administrative Secretary I				
2	Administrative Secretary III				
1	Applications Analyst I				
2	Campus Safety Coordinators				
1	Community Service Liaison I				
2	Instructional Assistant – General				
5	Instructional Assistant – Migrant				
1	Library Media Technician				
6	Office Assistant II				
1	Office Assistant III				
1	Office Manager				
1	Parent Education Specialist				
****	Site Computer Support Technician				
1	Student Information System Specialist				
1	Testing Specialist II				
Limite	ed Term – Substitute				
1	Executive Assistant to the Superintendent				
1	Custodian I				
Exempt					
3	Baby sitter				
13	Yard Duty				
Provis	Provisional				
I	Office Assistant III				
Rescinds					
1	Custodian II				



August 11, 2010 REGULAR BOARD MEETING UNADOPTED MINUTES

CLOSED SESSION – 6:00 p.m. – 7:00 p.m.

PUBLIC SESSION – 7:00 p.m.

DISTRICT OFFICE

BOARDROOM

292 Green Valley Road

Watsonville, CA 95076

1.0 <u>CLOSED SESSION OPENING CEREMONY IN OPEN SESSION - 6:00 P.M.</u>

1.1 Call to Order

President Wilson called the meeting of the Board to order at 6:00 pm at 292 Green Valley Road, Watsonville, CA.

1.2 Public comments on closed session agenda. None.

2.0 CLOSED SESSION (AND AFTER REGULAR SESSION IF NECESSARY)

- 2.1 Public Employee Appointment/Employment, Government Code Section 54957
 - a. Certificated Employees (see Attached)
 - b. Classified Employees (see attached)

New Hires					
1	Psychologist				
New	Substitutes				
	None				
Rehi	res				
5	Counselors				
1	Coordinator				
1	RSP Teacher				
1	Teacher on Special Assignment (TOSA)				
Promotions					
2	Directors				
New Hires Probationary					
1	Office Assistant III				
Administrative					
12 10	Coordinators of Site Academics, Instruction and Accountability				
3	Principals				
3	Assistant Principals				
1	Assistant Superintendent of Secondary				
1	HR Coordinator				

Extra Pay Assignments					
7	Coaches				
1	Athletic Director				
1	Department Chair				
Extra	Period Assignments				
January and the state of the st	None				
Leave	s of Absence				
1	Benefits Specialist				
1	Office Assistant II				
1	Custodian II				
1	Human Resources Specialist				
9	Primary Teacher				
3	Secondary Teacher				
I	Assistant Superintendent				
Retire	ements				
	None				
Resigi	nations/Terminations				
2	Secondary Teachers				
1	Primary Teachers				
Separ	ation from Service				
**************************************	None				
Suppl	emental Service Agreements				
198	Primary Teachers				
106	Secondary Teachers				
1	Coordinator				
1	Coordinator				
2	Pre Kinder Coaches				
Miscellaneous Actions					
1	Instructional Assistant II				
1	Information System Support Technician				
2	Custodian II				
Limite	Limited Term – Projects				
1	Administrative Secretary I				
3	Administrative Secretary III				
1	Applications Analyst I				
1	Attendance Specialist				

5	Communa Rafaty Coundinatous				
	Career Development Specialist I				
5	Career Development Specialist I				
1	Custodian I				
5	Enrichment Specialist				
1	Groundskeeper				
3	Instructional Assistant – General				
5	Instructional Assistant – Migrant Education				
3	Library Media Technician				
4	Office Assistant II				
6	Office Assistant III				
4	Office Manager				
3	Parent Education Specialist				
8	Site Computer Support Technician				
2	Student Information System Specialist				
1	Textbook Technician				
Limit	ed Term – Substitute				
1	Administrative Secretary II				
1	Attendance Specialist				
16	Custodian I				
1	Groundskeeper				
1	Human Resources Technician				
1	Instructional Assistant II				
4	Instructional Assistant – Migrant Education				
1	Office Assistant III				
2	Maintenance Specialist				
1	Registration Specialist I				
Exempt					
16	Crossing Guard				
13	Migrant Outside Work Experience (OWE)				
10	Pupils				
1	Student Helper				
1	Yard Duty Monitor				
6	Yard Duty				
Provisional					
***************************************	None				

2.2 Public Employee Discipline/Dismissal/Release/Leaves

2.3 Negotiations Update

- a. CSEA
- b. PVFT
- c. Unrepresented Units: Management and Confidential
- d. Substitutes Communication Workers of America (CWA)
- 2.4 Claims for Damages
- 2.5 Existing Litigation
- 2.6 Pending Litigation
- 2.7 Anticipated Litigation
- 2.8 Real Property Negotiations

3.0 OPENING CEREMONY – MEETING OF THE BOARD IN PUBLIC - 7:00 P.M.

President Wilson called the meeting of the Board in public to order at 7:07 pm.

3.1 Pledge of Allegiance

Trustee Nichols led the Board in the Pledge of Allegiance.

3.2 Welcome by Board President

Trustees Leslie De Rose, Doug Keegan, Sandra Nichols, Karen Osmundson, Kim Turley, Willie Yahiro, and President Libby Wilson were present.

4.0 ACTION ON CLOSED SESSION

2.1 Public Employee Appointment/Employment, Government Code Section 54957 a. Certificated Employees

Trustee Nichols moved to approve the report with the following changes: minus 198 primary teachers and 106 secondary teachers under Supplemental Services Agreement; minus 2 Site Academic Coordinators under Administrative Appointments; plus 1 Human Resources Coordinator under Administrative Appointments; and plus 1 Assistant Superintendent under Leaves of Absence. Trustee Keegan seconded the motion. The motion passed 6/0/1 (Nichols dissented).

b. Classified Employees

Trustee Nichols moved to approve this report. Trustee De Rose seconded the motion. The motion passed unanimously.

5.0 APPROVAL OF THE AGENDA

Trustee Turley moved to approve the agenda. Trustee De Rose seconded the motion. The motion passed unanimously.

6.0 APPROVAL OF MINUTES

a) Minutes of June 23, 2010

Trustee Keegan moved to approve the minutes of June 23, 2010, correcting the time to 11:00 pm when the meeting was extended past 10:30 pm. Trustee De Rose seconded the motion. The motion passed unanimously.

7.0 VISITOR NON-AGENDA ITEMS

Azucena Zepeda, community member, spoke of her concern about checking student backpacks and lockers.

<u>Bill Beecher</u>, community member, commented regarding student performance and evidence supporting the lack of correlation between socio-economically disadvantaged students, migrant students and parent education level with testing scores.

<u>Esperanza Bribiesra R.</u>, parent, commented regarding transportation near her home, 543 McKenzie Avenue, for her daughter; she is concerned about her safety.

8.0 EMPLOYEE ORGANIZATIONS COMMENTS – PVFT, CSEA, PVAM, CWA 5 Min. Each Briton Carr, CSEA president, commented on recent layoffs and expressed his concern for the number of Limited Time employees when there is a large number of permanent employees who have been laid off.

Ylda Nogueda, Assistant Superintendent, explained that the funds for the LT position were from the School Improvement Grants received for seven schools; these funds had to be used between June and September.

Briton thanked Ylda for the clarification. He reported that he had attended a CSEA state conference and also went to the state capitol to voice the concern for the lack of funding for education.

9.0 CONSENT AGENDA

Trustee De Rose moved to approve the consent agenda, deferring item #9.7. Trustee Nichols deferred item #9.6. Trustee Keegan seconded the motion.

President Wilson thanked the community members and businesses for their generous donations.

The motion passed unanimously.

- 9.1 Purchase Orders June 17 August 4, 2010
- 9.2 Warrants June 17 August 4, 2010
- 9.3 Approve with Gratitude Donation of office/school cubicles from Mr. Rico Olivarez of Watsonville Auto Body, an approximate Value of \$5,000.
- 9.4 Approve with Gratitude Donation from Cheryl Buchanan of the Social Security Administration of Four Dell Computers to Refurbish and Distribute to Linscott Charter School.
- 9.5 Approve 2010-2011 Consolidated Application, Part I for Funding Federal and State Programs.
- 9.6 Approve Williams Complaint Quarterly Report for April June 2010: One Complaint Regarding Aptos High School Orchestra Pit.

This item was deferred.

9.7 Approve Resolution #10-11-01, Child Development Contracts for the Child Development Division Programs for 2010-2011.

This item was deferred.

10.0 DEFERRED CONSENT ITEMS

9.6 Approve Williams Complaint Quarterly Report for April – June 2010: One Complaint Regarding Aptos High School Orchestra Pit.

Trustee Nichols requested an explanation on the Williams complaint because the report shows 1 complaint that she was aware of 2 complaints.

Superintendent Baker noted that both complaints were related to the Aptos High School's orchestra pit and the complaints were noted as 1.

Trustee Keegan moved to approve this item. Trustee Turley seconded the motion. The motion passed 6/0/1 (Nichols dissented).

9.7 Approve Resolution #10-11-01, Child Development Contracts for the Child Development Division Programs for 2010-2011.

Trustee De Rose requested that the resolution forms' signature lines be corrected.

Trustee De Rose moved to approve this item. Trustee Turley seconded the motion. The motion passed unanimously.

11.0 REPORT AND DISCUSSION ITEMS

- 11.1 Report and discussion on District Transfers:
 - Intradistrict Transfers/Open Enrollment
 - Interdistrict Transfers
 - School Choice
 - Open Enrollment

Report by Ylda Nogueda and Murry Schekman, Assistant Superintendents.

Ylda Nogueda addressed the following items: 1) Intradistrict transfers and open enrollment. She mentioned the process in place to accept intradistrict transfers, which are transferring a student from their school of attendance to another school within the district. Transportation does not need to be provided in this case. 2) Interdistrict transfers, transferring a student from this district to another district or from another district to this district. The districts must agree to the specific transfers. They are on a yearly basis. They can be revoked any time. Transportation does not need to be provided. 3) Interdistrict transfers because of employment (Allen Bill) gives parents the option to transfer a student to another district which is closer to their place of employment. Transportation does not need to be provided. 4) School Choice is an option given to parents to comply with the federal No Child Left Behind law. A parent has the choice to send a student attending a program improvement (PI) school to a non-PI school. In this instance, the district has to provide transportation. She mentioned that since the beginning of the implementation of the School Choice option, 45 families have opted to send their children to a non-PI school. 5) Open Enrollment Act allows parents to enroll their student in a different school than their school of residence if the school's API score is higher than the school of attendance: currently identified at PVUSD: Landmark, Hall District, PVHS, and EA Hall. We are required to send a letter and announce the options to parents in November and responses with parent's choice need to be received by the district no later than January for 2011-12. Transportation does not need to be provided.

In closing, Ylda mentioned that district can make the decision to deny any of the options, except for School Choice, because of space availability. All options can be denied because of school capacity.

The board participated with comments and questions.

12.0 REPORT, DISCUSSION AND POSSIBLE ACTION ITEMS

12.1 Report, discussion and possible action to approve Program, Facilities and Services Agreement for Pajaro Valley Prevention and Student Assistance.

Report by Jenny Sarmiento, Director, PVPSA.

Jenny Sarmiento, CEO of PVPSA, and Sylvia Diaz, CFO, presented on the services that PVPSA provides to the district. She mentioned PVPSA's district statement and gave a brief historical background of the organization. Their services are funded by state and federal grants that support student learning. They offer a few school-based programs. A report on the budget, including an contribution of \$122K from PVUSD that supports PVUSD schools, SCZ County and Monterey

County programs. She reported on the Kids Corner and Student Assistance Programs. The organization obtains about \$2 million dollars for additional support. She described the drop-out and gang prevention programs through the Valor and SAFE programs. She acknowledged the membership of the Board.

Public comment:

Rhea DeHart, community member, spoke of the services of PVPSA and said that it is a model collaborative that serves students and the community.

Trustee Turley moved to approve the contract with PVPSA. Trustee Keegan seconded the motion.

The board participated with comments.

The motion passed 6/0/0/1 (De Rose absent from her seat).

12.2 Report, discussion and possible action to approve Job Description for District Student Attendance Information Specialist.

Report by Pam Shanks, Director, Classified Staff.

Pam Shanks reported on this position and the department's need to expand the duties of the current position to better match the needs of the department.

Trustee De Rose moved to approve this item. Trustee Turley seconded the motion.

The board participated with comments.

The motion passed unanimously.

12.3 Report, discussion and possible action to approve Contract for Assistant Superintendents.

Report by Dorma Baker, Superintendent.

Dorma Baker commented on the need for powerful leadership and the great people that the district currently has. She presented the contracts for the Boards consideration for Assistant Superintendents Ylda Nogueda, Murry Schekman and Albert Roman. She noted that the all contracts reflected a reduction in pay of 6 furlough days; the removal of the clause granting 10 additional days with approval; and a reduction in salary as a result of the reduction in days. She noted that a SERP offer is included in Ylda Nogueda's contract only.

Public comment:

The following expressed their support for Murry Schekman: <u>Diane Severin</u>, community member; <u>Christian Muran</u> for <u>Summer-Grace Lewis</u>, student; <u>Gustavo Naranjo</u>, community member; <u>Elaine Legorreta</u>, employee; <u>Barbara Castro</u>, teacher: <u>Ereday Chavez</u>, student; <u>Ana Guerrero</u>, parent; <u>Ron Kinninger</u>, community member; and <u>Bill Beecher</u>, community member.

Rhea DeHart, community member, commented about the contract, specifically about adding benefits as part of the salary. She noted her concern for the lack of copies of the contract prior to the Board meeting to allow the public to review the details.

Dorma Baker explained about having benefits as part of the salary and mentioned that the district has had conversations about having this option for all of management and with unions.

Trustee Turley moved to approve this item. Trustee Keegan seconded the motion.

The board participated with comments, including the need to correct the start date from September 2010 to August 2010 on each contract.

Trustees Turley and Keegan amended the motion to include the corrected dates.

The motion passed 5/2/0 (Osmundson, Nichols dissented).

13.0 GOVERNING BOARD AND SUPERINTENDENT COMMENTS/REPORTS

Dorma Baker reported that Cabinet and leadership were having a retreat the following day; it would be as day dedicated to analyzing district data.

Trustee Yahiro thanked the board and CBO for allowing him to speak at the EA Hall's gymnasium's groundbreaking ceremony, and thanked Ylda Nogueda for her support for the schools in the south area.

Trustee De Rose welcomed Murry Schekman to his new position.

Trustee Turley welcomed Murry Schekman. She noted that she would like to see on the agenda the return of the AHS robotics team to hear an update on their successful 3rd place in the international competition.

14.0 UPCOMING BOARD MEETINGS/REMAINING BOARD MEETINGS FOR 2010 All meetings, unless otherwise noted, take place at the District Office Boardroom, 292 Green Valley Road, Watsonville, CA. Closed Session begins at 6:00 pm; Open Session begins at 7:00 pm.

		Comment
August	2 5	
September	* 8 * 22	■ Unaudited Actuals
October	13 27	
November	• 17	3
December	 8 Annual Organization Mtg. (Election Year) 	Approve 1st Interim Report

15.0 ADJOURNMENT

There being no further business to discuss, the meeting of the Board was adjourned at 9:44 pm.

Dorma Baker, Superintendent





Board Agenda Backup

Item No: 9.3

Date:	August 25, 2010				
Item:	Approve with gratitude donation of \$250 from the Pajaro Valley Youth Soccer for Freedom Elementary School's After School Soccer.				
Overview:	The Board acknowledges and recognizes the generosity of community members and businesses. Their commitment to education is evident through their contribution.				
Recommendation:	Approve with gratitude this donation.				

Prepared By: Dorma Baker, Superintendent

Superintendent's Signature: Dorms Bol

FREEDOM SCHOOL

25 HOLLY DRIVE FREEDOM, CA 95019

(831) 728-6260 Fax (831) 761-6196

Jean Gottlob Principal

Gloria Puga Assistant Principal

treedo

June 28, 2010

Pajaro Valley Youth Soccer P.O. Box 3242 Freedom, CA 95019-3242

Dear Mr. Ruiz,

On behalf of the Freedom School community, I would like to express our appreciation for your generous donation of \$250 for our school. Thank you for providing an opportunity for our students to play soccer after school and on weekends and for all of your efforts to improve our community.

Yours truly,

Jéan Gottlob





Board Agenda Backup

Item No: 9.4

Date:	August 25, 2010				
Item:	Approve with gratitude donation of \$966 from the Freedom Rotary Club for Freedom Elementary School.				
Overview:	The Board acknowledges and recognizes the generosity of community members and businesses. Their commitment to education is evident through their contribution.				
Recommendation:	Approve with gratitude this donation.				

Prepared By: Dorma Baker, Superintendent

Superintendent's Signature:

Dovma Bri

PAJARO VALLEY UNIFIED SCHOOL DISTRICT FREEDOM SCHOOL 25 HOLLY DRIVE FREEDOM, CA 95019 (831) 728-6260 Fax (831) 761-6196

Freedom)

Jean Gottlob Principal

Gloria Puga Assistant Principal

June 23, 2010

To Whom It May Concern,

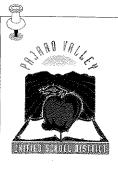
On June 9, 2010, Freedom Elementary School received a generous donation of \$966.00 from the Rotary Club of Freedom. These funds were used to purchase classroom library books to support our students reaching their reading goals and the Accelerated Reader program.

With this donation, over 400 students will directly benefit from the generosity of the Rotary Club of Freedom, and we are very grateful for your ongoing support.

On behalf of the Freedom School community, I would like to express our deepest appreciation for your generous donations and for your continuous support of our students, our facilities and our programs.

Yours truly,

Jéan Gottlob, Ed.D.



Board Agenda Backup

Item No: 9.5

Date: August 24, 2010

Item: Update Authorized District Signatures on Record (Resolution 10-11-03)

Overview: This resolution is to add, update and validate current district employees authorized to

sign documents on behalf of the Pajaro Valley Unified School District for fiscal year 2010-2011 as required by the County Office of Education and Ed. Code 42633. This

adds to the prior resolution brought to the board on June 23, 2010.

Rationale: Authorized signatures on record must be updated to comply with Education Code

42633 annually and to reflect the current administration and staff. Documents covered in this resolution include Bill Warrants, Checking & Savings Account documents,

County documents, Reports, and Contracts.

Recommendation: Approve Resolution and Change Signatories as recorded.

Budget Considerations:

Funding Source: None

Budgeted: Yes □ No □

Amount: None

Prepared By: Helen Bellonzi

Helen Bellonzi, Director of Finance

Superintendent Signature: _____Ovm Bak

Resolution No. 10-11-03

AUTHORIZED SIGNATURES

WHEREAS, the Board of Trustees of the Pajaro Valley Unified School District, in order to comply with Education Code 42633 to delegate power to contract.

DOES HEREBY RESOLVE TO permit the officials and employees of the above-named organization in whose titles and signatures are listed below, to sign as specified below, any and all reports, documents, bank accounts and / or contracts as listed in the Resolution, provided, however, that no contract made pursuant to such delegation and authorization shall be valid or constitute an enforceable obligation against the District unless and until the same shall have been approved or ratified by the Governing Board.

NOW, THEREFORE, BE IT RESOLVED that the following are true signatures of hand of the above authorized

Signature				*** See	Key	Below	***	
Name/Title	Α	В	С	D	Е	F	G	Н
Murry Schekman, Assistant Superintendent	х	х	Х	х	Χ	х	Х	Х
Rtck Mullikin, Director of Maintenance, Operations and Facilities			X	х	***************************************			

A=BILL WARRANTS (Includes Wire Transfer in lieu of a Bill Warrant) B=CHECKING & SAVINGS

C=CONTRACTS & AGREEMENTS D=GOVERNMENT PROJECTS E=PAYROLL DOCUMENTS AND ACCOUNTING DOCUMENTS F=PURCHASE & BID DOCUMENTS G=COUNTY DOCUMENTS H=REPORTS

PASSED AND ADOPTED by the Board of Trustees of the Pajaro Valley Unified School District, County of Santa Cruz, State of California, this 25th day of August, 2010, by the following vote:

	AYES	NOES	ABSENT
Attest	Libby Wilson President, Board of Trustees		Karen Osmundson Vice President/Clerk, Board of Trustees





Board Agenda Backup

Item No: 9.6

Date:

August 25, 2010

Item:

Award of blanket open order contracts for Food and Nutritional Services Bids:

B02/10-11 Frozen and Dry Items

B03/10-11 Bread Products B04/10-11 Paper Products

Overview: The competitive bidding process was executed by Purchasing Services for Food and Nutritional Services products. Bid awards are in accordance with the Bid and Contract Document for each product. Products will be ordered as needed throughout the July 1,

2010 – June 30, 2011 fiscal year.

Recommendation: Administration recommends approval in accordance with the terms and conditions of the Bid Documents be awarded to the following vendors and in the estimated amounts for fiscal year July 1, 2010 through June 30, 2011:

B02/10-11 Frozen and Dry Items:

Hayes Distributing	\$66,261.50
Ledyard	\$12,076.80
Pepsi	\$269.80
Red River Commodities	
SunGold Foods	\$8,800.00
Sysco	\$128,172.98
The Danielsen Company	
Vendmart	

B03/10-11 Bread Products:

Sara Lee\$16,372.00

B04/10-11 Paper Products:

Affiliated Packaging Specialties, Inc. \$5,901.00 P & R Paper Supply Co.\$48,406.85 Pressed Paperboard Technologies, Inc. \$27,808.50 Wallace Packaging, LLC\$17,568.00

000000000	BUDGET CO





Recommendation:

Superintendent's Signature:

Board Agenda Backup

Item No:	1.1

Date: August 25, 2010

Item: Expulsion Process

Overview: The Student Services Department will present an overview of the

Education Codes governing the expulsion process, and the process as is

within the PVUSD community.

Informational item only.

The attached powerpoint sheets contain all the Education Code and

policies governing the expulsion process.

Short succinct presentation, (powerpoint) with questions thereafter. (10

min.)

Budget Cons	iderations:				
Fund	ling Source:				
	Budgeted: Amount:	<u></u>	No:		
Prepared By:	Joe Trautwein and Carol Ortiz, Student Services				



Student Services Department

August 25, 2010

Overview of Expulsion Process Presentation to Board of Trustees

> Joe Trautwein, Director Carol Ortiz, Coordinator



Student Services Department

EXPELLABLE OFFENSES

Mandatory Suspension/Mandatory Expulsion Recommendation

Education Code 48915 (c) The principal or superintendent of schools shall immediately suspend, pursuant to Section 48911, and shall recommend expulsion of a pupil that he or she determines has committed any of the following acts at school or at a school activity off school grounds:

- (1) Possessing, selling, or otherwise furnishing a firearm
- (2) Brandishing a knife at another person
- (3) Unlawfully selling a controlled substance
- (4) Committing or attempting to commit a sexual assault or committing a sexual battery
- (5) Possession of an explosive



EXPELLABLE OFFENSES

Suspension/Possible Expulsion Recommendation:

Education Code 48900 violation (suspension) AND there must be finding that the pupil violated either

 $48915 \, (b1)(e1)$ "other means of correction not feasible or have repeatedly failed to bring about proper conduct"

<u>OR</u>

48915 (b2)(e2) "due to the nature of the violation, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others"



Student Services Department

OVERVIEW OF EXPULSION PROCESS

Part I: Education Code Violation

- •Student violates Education Code and commits an expellable offense as designated in Education Code and District Discipline Policy.
- •Site administrator calls Student Services for an expulsion referral.
 - →If a Special Education or 504 student, a Manifestation Determination meeting must be held within the 5 days of suspension. This process is conducted by SELPA or the District's 504 Coordinator.



OVERVIEW OF EXPULSION PROCESS

Part II: Student Discipline Review

•A Student Discipline Review (SDR) meeting is held at Student Services to review the case and possibly extend the suspension pending expulsion.

Education Code 48911 (g) states "an extension may be granted only if the school district superintendent or the superintendent's designee has determined, following a meeting in which the pupil and the pupil's parent or guardian are invited to participate, that the presence of the pupil at the school or in an alternative school placement would cause a danger to persons or property or a threat of disrupting the instructional process".



Student Services Department

OVERVIEW OF EXPULSION PROCESS

Part II: Student Discipline Review (continued)

- •During the SDR, the site administrator presents the case to the family. The Student Services administrator reviews the case with the family and conferences with the student regarding the behavior.
- •The Student Services administrator determines if there is a "preponderance of evidence that indicates that an expellable Education Code may have been broken". If so, the suspension is extended.



OVERVIEW OF EXPULSION PROCESS

Part III: Expulsion Recommendation Process (the next steps are facilitated by Student Services staff)

- •The site administrator presents the expulsion recommendation to the family.
- •The Student Services administrator explains to the family their rights and options with regards to the expulsion recommendation.



Student Services Department

OVERVIEW OF EXPULSION PROCESS

Part III: Expulsion Recommendation Process (continued)

- •If the family does not accept the recommendation, the case goes to an Administrative hearing.
- •If the family accepts the recommendation, they may waive their rights to an Administrative hearing. The Student Services administration reviews placement options and expulsion conditions with the student and family. The student is immediately placed in a school setting in order to minimize disruption in his/her education.
- •All cases go to the School Board for final review and approval.



OVERVIEW OF EXPULSION PROCESS

Part III: Expulsion Recommendation Process (continued)

Administrative Hearings are regulated under Education Code 48918

- ➤ Hearings can be held by governing board, county hearing officer, Office of Administrative Hearings of the State of California, or an impartial panel made up of three or more certificated persons
- ➤ Panel hearings are similar to a court process: strict legal process and regulations for fair, equal representation for both site administrators and the families



Student Services Department

OVERVIEW OF EXPULSION PROCESS

Part III: Expulsion Recommendation Process (continued)

- >Students can be out of school for up to 40 school days pending the expulsion hearing and board decision
- ➤ Parents may also choose a stipulated agreement, wherein they accept the site administrator's recommendation for expulsion and waive their right to an expulsion hearing and appeal



EXPULSION OPTIONS

There are three types of expulsion recommendations that site administrators make:

FULL EXPULSION

The student must attend an alternative school outside the jurisdiction of PVUSD, unless the student is placed at New School, the District's only community day school.



Student Services Department

EXPULSION OPTIONS

SUSPENDED EXPULSION

The student may attend a school within the District under a strict behavior contract. In addition, the student must also meet the expulsion conditions set forth by the School Board. If the student violates the contract, a Full Expulsion may be invoked.

(Does not apply to elementary students on a Suspended Expulsion)



EXPULSION OPTIONS

FULL EXPULSION FIRST SEMESTER/ SUSPENDED EXPULSION SECOND SEMESTER

The student may be expelled from the District for one semester and may be allowed back into the District under a Suspended Expulsion if all expulsion conditions are met. The student is placed on a Suspended Expulsion contract when he/she returns to a school in the District.



Student Services Department

EXPULSION OPTIONS

THANK YOU FOR THE OPPORTUNITY TO PRESENT.

Are there any questions from the Board?





Board Agenda Backup

Item # 11.2

Date: August 25, 2010

Item: Energy Management and Environmental Action Plan

Overview:

In February 2008, the district signed a four-year agreement with Energy Education, Inc. for purposes of developing and implementing a district-wide Energy Management Action Plan (EMAP). At the time, the district was facing both rapidly increasing energy costs and budgetary challenges associated with the first phase of the current fiscal crisis. The purpose of the agreement was to develop best practices common among local education agencies that would yield substantial and ongoing cost reductions in energy utilization throughout the district.

Included in the agreement, Energy Education provides on-going consultation, assistance/planning, and site-based energy audits to district staff in the area of energy conservation and management. The cost of this agreement is approximately \$195,000 per year over the course of the four-year term.

In order to implement the energy management plan, the district created an Energy Education Manager position and selected Mr. Steve Okamura to serve in that post. Mr. Okamura is charged with implementing all aspects of the EMAP and insuring that the district maximize energy savings in a sustained, yet practical manner. The targeted area under the plan has been electricity utilization. However, actions are underway to expand the action plan to include strategies for reducing water and natural gas usage district-wide.

Attached is a power-point presentation outlining initial cost savings achieved in roughly the first two years of the program. The district has achieved a 21.9% reduction in electricity utilization yielding approximately \$99,613.00 in total savings (minus program costs). Total savings over the next four years is estimated to be \$614,833.00 absent adoption of additional policies and/or strategies targeting district energy utilization.

Although the yearly costs of the contract are relatively high, the program has yielded other benefits that may not have otherwise occurred absent this action. They include:

\$

- Training and consultation on energy conservation practices suitable to K-adult education facilities
- Reducing the district's overall carbon footprint and instilling greater environmental stewardship among district staff and students
- Early identification of facility repairs and cost avoidance associated with waste, faulty equipment, and/or unaudited utility costs
- Provided the impetus to explore additional energy and environment initiatives throughout the district

Data indicates that the district's initial two years of the EMAP has been successful. But the district has only addressed one set of strategies for reducing energy costs. The district has not, to date, initiated efforts to identify alternative energy sources, namely site-generated solar electricity.

Staff recommends that the current EMAP be expanded into a comprehensive Energy Management and Environmental Action Plan. This plan should incorporate a wide array of strategies to lower energy utilization and increase overall environment stewardship by the district as a whole.

To accomplish this objective, staff will establish an Energy and Environmental Working Group comprised of key staff, board members, students, and other stakeholders. At this time, staff recommends the group be ad-hoc and not a formal board-appointed committee. It will, however, be open to the public and appropriately noticed.

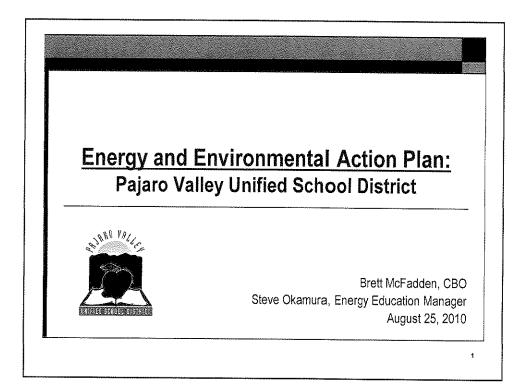
The purpose of the group will be to develop and submit for consideration a comprehensive Energy Management and Environmental Action Plan to the Board of Trustees no later than December, 2010. The plan will outline steps the district will take over a five-year period to implement alternative energy sources and further expand its efforts to reduce energy consumption.

Recommendation:

Discuss and provide input to staff regarding development of a comprehensive energy management and environmental action plan district-wide

Prepared By: Brett McFadden, CBO and Steve Okamura, Energy Education Manager

Superintendent's Signature: Doving Bak-



What we'll cover tonight

- Update on the district's Energy Management Action Plan
- Outline next steps for a comprehensive energy and environmental action plan
- Seek board input and direction on next steps

2

Overview

- In February 2008, the district signed a four-year contract with Education Education, Inc.
- Purpose was to develop and implement an Energy Management Action Plan
- □ The district also created the position of Energy Saving Manager located in the Maintenance, Operations, and Facilities Department

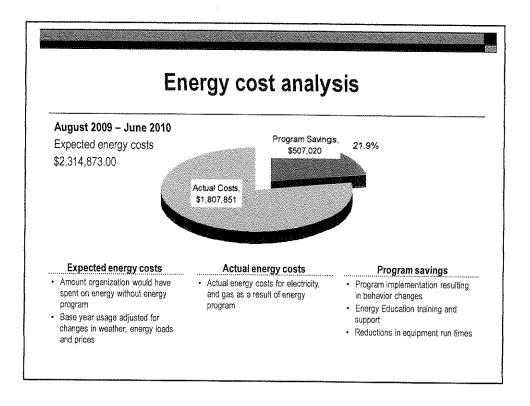
3

Energy savings

August 2009 to June 2010

- □ \$507,020.00 in cost avoidance
- □ 21.9% reduction in energy costs (gross)
- □ 2nd year of energy management program
- □ Percentage reduction continues to increase as the action plan is further implemented

4



Energy program success

Success Factors

- Teamwork All organization personnel
- Data analysis Energy Educator/Manager
- On-site training and expertise Energy Education
- Comprehensive facility audits —
 Expert identification of energy
 conservation opportunities throughout
 system facilities

Program Benefits and Features

- Budget Dollars retained for educational purposes
- 2. Environmental Conservation of natural resources
- Self-funding program Conservation activities generate savings which pay for the program
- Longevity Program designed to be ongoing, with free support from Energy Education after paid contract term

Environmental benefits

- □ Levels of greenhouse gas emissions produced in our region (EPA estimate).
 - 1.5 pounds of carbon dioxide per kWh of Electricity
 - 11.7 pounds of carbon dioxide per Therm of Natural Gas
- □ Pajaro Valley USD has saved over:
 - · 2.9 Million kWh of Electricity
 - 119 Thousand Therms of Natural Gas
- ☐ These savings are equal to:
 - 1,263 Metric Tons of carbon dioxide emissions being prevented, or
 - 227 automobiles being removed from the highways annually, or
 - 32,296 tree seedlings planted and grown for 10-years

Projected Savings: 2009-10

 aug 09
 sept 09
 oct 09
 nov 09
 dec 09
 jan 10
 feb 10
 mar 10
 april 10
 may 10
 jun 10
 jul 10

 \$ 41,958
 \$ 30,234
 \$ 37,663
 \$ 31,169
 \$ 45,602
 \$ 57,131
 \$ 50,725
 \$ 38,722
 \$ 45,488
 \$ 43,386
 \$ 46,844
 \$ 38,246

Total savings for 2009 - 2010 = \$507,020

	Projec	tou ou	*83	
Year	cost avoidance	program cost	cost of energy manager (Total comp)	cost avoidance minus program cost (total savings)
2008-2009	\$ 390,213	\$ 195,600	\$ 95,000	\$ 99,613
2009-2010	\$ 507,020	\$ 195,600	\$ 95,000	\$ 216,420
2010-2011	\$ 440,000*	\$ 195,600	\$ 95,000	\$ 149,400
2011-2012	\$ 440,000	\$ 195,600	\$ 95,000	\$ 149,400
totals after 4 years End of energy ed payments	\$ 1,736,226	\$ 782,400	\$ 380,000	\$ 614,833
2012-2013	\$ 440,000	\$ 95,000		\$ 345,000

Program review

- Although contract costs are relatively high, initial phase of the program appears to be working
- ☐ The program has created ancillary benefits and opportunities that may not have materialized absent this effort
- However, the initial phase has focused solely on behavioral aspects of energy management, not renewable energy strategies
- ☐ The recommended next step is to create a comprehensive plan

10

District energy and environment working group

Recommended working group makeup:

- CBO, Energy Savings Manager, Director of Fiscal Services, Director of M/O/F
- 2 site leaders
- 2 teachers
- 2 classified staff
- 2 board members
- 2 students
- 2 community leaders

11

Next steps

- September Convene working group
- □ September/October Analyze alternative energy proposals and environmental action efforts
- October/November Draft and submit a comprehensive Energy and Environmental Action Plan to the Board of Trustees
- □ November or December seek board approval of plan

12

Questions or comments?

"What we do today, right now, will have an accumulated effect on all of our tomorrows"

Alexandra Stoddard

13

Pajaro_CA

Energy CAP

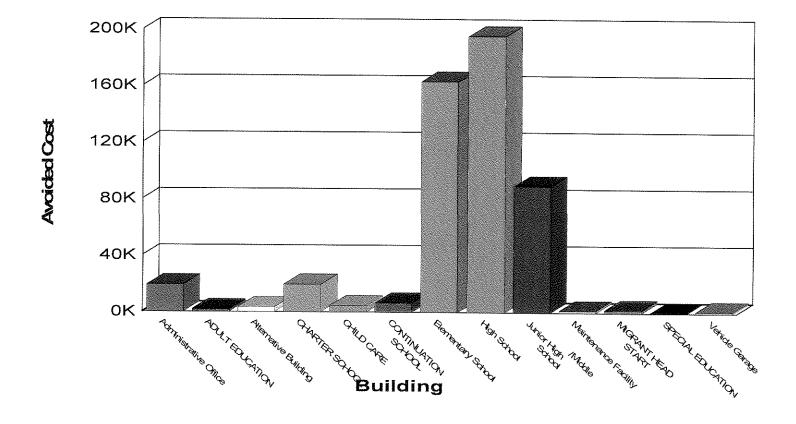
Cost Avoidance Program

Cost Avoidance Summary - Buildings by Type

Sorted by Building

Building Code & Name		Cost Without CAP	Actual Cost	Cost Avoidance \$	Cost Avoidance %
Administrative Office					
TWR - TOWERS (Dist	trict Ofc)	\$246,148.89	\$226,849.72	ቀ 40 000 47	7 0 40/
	Administrative Office:	\$246,148.89	\$226,849.72	\$19,299.17	7.84%
4 D. H. T. E. D. L. A. T. C. L.	Administrative Office.	\$240, 140.05	\$220,049.1Z	\$19,299.17	7.84%
ADULT EDUCATION		***			
ILC - ILC BUILDING		\$13,614.55	\$11,825.03	\$1,789.52	13.14%
	ADULT EDUCATION:	\$13,614.55	\$11,825.03	\$1,789.52	13.14%
Alternative Building					
NSP - NEW SCHOOL	PROGRAM	\$9,407.41	\$5,963.35	\$3,444.06	36.61%
	Afternative Building:	\$9,407.41	\$5,963.35	\$3,444.06	36.61%
CHARTER SCHOOL				ŕ	·
ALZC - ALIANZA CHA	RTER SCHOOL	\$43,698.85	\$33,329.56	\$10,369.29	23.73%
CBAPRT - CEIBA POF	RTER	\$17,167.64	\$14,291.84	\$2,875.80	16.75%
LNSTC - LINSCOTT C	HARTER SCHOOL	\$13,855.70	\$10,838.12	\$3,017.58	21.78%
	LLE SCHOOL OF THE AF	\$10,708.74	\$7,483.29	\$3,225.45	30.12%
	CHARTER SCHOOL:	\$85,430.93	\$65,942.81	\$19,488.12	22.81%
CHILD CARE		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	, , , , , , , , , , , , , , , , , , ,	Ψ:0,700.12	2.2.01/0
	CARE - BUENA VISTA	¢£ 007 22	¢4 000 05	44.770.00	00 740
CHILD-FCC - CHILD C		\$5,987.33 \$9,035.86	\$4,208.65 \$7,407.40	\$1,778.68	29.71%
	CARE - WATSONVILLE	\$5,202.44	\$7,127.43	\$1,908.43	21.12%
Office-VVOO - Office V	CHILD CARE:		\$4,364.55	\$837.89	16.11%
* * * * * * * * * * * * * * * * * * *		\$20,225.63	\$15,700.63	\$4,525.00	22.37%
CONTINUATION SCHO	OCL				
AVCI - AVCI		\$9,445.01	\$8,558.91	\$886.10	9.38%
RHS - RENNAISANCE		\$27,534.67	\$22,024.59	\$5,510.08	20.01%
CO	NTINUATION SCHOOL:	\$36,979.68	\$30,583.50	\$6,396.18	17.30%
Elementary School					
AMTE - AMESTI ELEN		\$37,128.25	\$26,967.29	\$10,160.96	27.37%
ASE - ANN SOLDO EL		\$67,489.31	\$56,347.68	\$11,141.63	16.51%
BDLYE - BRADLEY EL		\$32,720.94	\$24,377.85	\$8,343.09	25.50%
CLBSE - CALABASAS		\$35,656.77	\$31,372.16	\$4,284.61	12.02%
FRDME - FREEDOM E		\$44,687.82	\$33,560.53	\$11,127.29	24.90%
HAHE - HA HYDE ELE		\$49,132.12	\$32,789.65	\$16,342.47	33.26%
HDE - HALL DISTRICT		\$38,234.20	\$29,640.04	\$8,594.16	22.48%
LME - LANDMARK ELE		\$69,388.52	\$49,031.53	\$20,356.99	29.34%
MCQDYE - MACQUIDI		\$42,512.66	\$32,945.25	\$9,567.41	22.50%
MVE - MAR VISTA ELE		\$34,252.28	\$22,825.33	\$11,426.95	33.36%
MWE - MINTIE WHITE		\$38,579.44	\$27,903.33	\$10,676.11	27.67%
OLNE - OHLONE ELEI		\$41,470.06	\$31,454.26	\$10,015.80	24.15%
RAD - RADCLIFF ELEI		\$37,472.61	\$24,621.99	\$12,850.62	34.29%
RDME - RIO DEL MAR		\$37,567.93	\$32,133.62	\$5,434.31	14.47%
SLTE - STARLIGHT EL		\$42,519.70	\$35,946.97	\$6,572.73	15.46%
VLNE - VALENCIA ELE	EMENTARY	\$37,940.48	\$31,984.16	\$5,956.32	15.70%
	Elementary School:	\$686,753.10	\$523,901.64	\$162,851.46	23.71%

High School				
AHS - APTOS HIGH SCHOOL	\$303,764.04	\$223,043.66	\$80,720.38	26.57%
PVH - PAJARO VALLEY HIGH	\$193,208.90	\$154,493.86	\$38,715.04	20.04%
WHS - WATSONVILLE HIGH SCHOOL	\$204,565.36	\$158,963.73	\$45,601.63	22.29%
WHS-SC - WATSONVILLE HIGH SCHOOL - SF	\$121,376.53	\$91,150.95	\$30,225.58	24.90%
High School:	\$822,914.83	\$627,652.20	\$195,262.63	23.73%
Junior High/Middle School				
AJHS - APTOS JR HIGH SCHOOL	\$62,351.77	\$45,099.36	\$17,252.41	27.67%
CCMS - CESAR CHAVEZ MIDDLE SCHOOL	\$49,153.75	\$38,982.27	\$10,171.48	20.69%
EAHMS - EA HALL MIDDLE SCHOOL	\$54,829.91	\$42,334.25	\$12,495.66	22.79%
LVMS - LAKEVIEW MIDDLE SCHOOL	\$80,386.26	\$56,354.87	\$24,031.39	29.89%
PMS - PAJARO MIDDLE SCHOOL	\$31,301.67	\$21,382.18	\$9,919.49	31.69%
RHMS - ROLLING HILLS MIDDLE SCHOOL	\$72,987.65	\$57,586.46	\$15,401.19	21.10%
Junior High/Middle School:	\$351,011.00	\$261,739.39	\$89,271.61	25.43%
Maintenance Facility				
MO - MAINTENANCE AND OPERATIONS	\$3,285.94	\$1,840.51	\$1,445.43	43.99%
Maintenance Facility:	\$3,285.94	\$1,840.51	\$1,445.43	43.99%
MIGRANT HEAD START				
MIG-BRAD - MIGRANT- BRADLEY	\$3,718.04	\$3,221.37	\$496.67	13.36%
MIG-CALA - MIGRANT - CALABASAS	\$4,534.42	\$4,138.45	\$395.97	8.73%
MIG-EAH - MIGRANT - EA HALL	\$4,025.78	\$3,491.74	\$534.04	13.27%
MIG-HALL - MIGRANT - HALL	\$4,587.70	\$4,093.78	\$493.92	10.77%
MIG-OHL - MIGRANT - OHLONE	\$2,084.21	\$2,095.99	(\$11.78)	(0.57%)
MIGRANT HEAD START:	\$18,950.15	\$17,041.33	\$1,908.82	10.07%
SPECIAL EDUCATION				
AP2 - APTOS SECONDARY	\$1,579.89	\$1,258.95	\$320.94	20.31%
SPECIAL EDUCATION:	\$1,579.89	\$1,258.95	\$320.94	20.31%
Vehicle Garage		•		
TRN - TRANSPORTATION	\$18,571.28	\$17,553.74	\$ 1,017.54	5.48%
Vehicle Garage:	\$18,571.28	\$17,553.74	\$1,017.54	5.48%
Totals:	\$2,314,873.27	\$1,807,852.80	\$507,020.47	21.90%



Filters: Energy Type One Of Electricity, Natural Gas; Billing Periods In Range From 200908 To 201007

Cost Avoidance Summary - Buildings by Type CAP 01B

8/16/2010

Pajaro_CA

Energy CAP

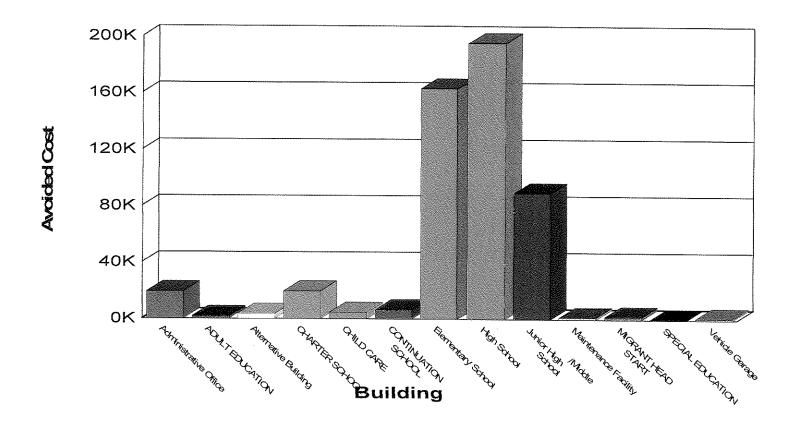
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ALZC - ALIANZA CHA	RTER SCHOOL	\$43,698.85	\$33,329.56	ቁላለ ኃይስ ኃስ	00.700/
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CHILD CARE		400,400.00	Ψ00,5-4 <u>2</u> 0 I	\$15,400.12	22.81%
	CARE - BUENA VISTA	ቀር ለስ ፓ ያለ	* 4 000 0=	4 . 	
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MWE - MINTIE WHITE		\$38,579.44	\$27,903.33	\$10,676.11	27.67%
OLNE - OHLONE ELEI		\$41,470.06	\$31,454.26	\$10,015.80	24.15%
RAD - RADCLIFF ELEI		\$37,472.61	\$24,621.99	\$12,850.62	34.29%
RDME - RIO DEL MAR		\$37,567.93	\$32,133.62	\$5,434.31	14.47%
SLTE - STARLIGHT EL		\$42,519.70	\$35,946.97	\$6,572.73	15.46%
VLNE - VALENCIA ELE		\$37,940,48	\$31,984.16	\$5,956.32	15.70%
	Elementary School:	\$686,753.10	\$523,901.64	\$162,851.46	23.71%

Totals:	\$2,314,873.27	\$1,807,852.80	\$507,020.47	21.90%
Vehicle Garage:	\$18,571.28	\$17,553.74	\$1,017.54	5.48%
TRN - TRANSPORTATION	\$18,571.28	\$17,553.74	\$1,017.54	5.48%
Vehicle Garage				
SPECIAL EDUCATION:	\$1,579.89	\$1,258.95	\$320.94	20.31%
AP2 - APTOS SECONDARY	\$1,579.89	\$1,258.95	\$320.94	20.31%
SPECIAL EDUCATION				
MIGRANT HEAD START:	\$18,950.15	\$17,041.33	\$1,908.82	10.07%
MIG-OHL - MIGRANT - OHLONE	\$2,084.21	\$2,095.99	(\$11.78)	(0.57%)
MIG-HALL - MIGRANT - HALL	\$4,587.70	\$4,093.78	\$493.92	10.77%
MIG-EAH - MIGRANT - EA HALL	\$4,025.78	\$3,491.74	\$534.04	13.27%
MIG-CALA - MIGRANT - CALABASAS	\$4,534.42	\$4,138.45	\$395.97	8.73%
MIG-BRAD - MIGRANT- BRADLEY	\$3,718.04	\$3,221.37	\$496.67	13.36%
MIGRANT HEAD START				
Maintenance Facility:	\$3,285.94	\$1,840.51	\$1,445.43	43.99%
MO - MAINTENANCE AND OPERATIONS	\$3,285.94	\$1,840.51	\$1,445.43	43.99%
Maintenance Facility				
Junior High/Middle School:	\$351,011.00	\$261,739.39	\$89,271.61	25.43%
RHMS - ROLLING HILLS MIDDLE SCHOOL	\$72,987.65	\$57,586.46	\$15,401.19	21.10%
PMS - PAJARO MIDDLE SCHOOL	\$31,301.67	\$21,382.18	\$9,919.49	31.69%
LVMS - LAKEVIEW MIDDLE SCHOOL	\$80,386.26	\$56,354.87	\$24,031.39	29.89%
EAHMS - EA HALL MIDDLE SCHOOL	\$54,829.91	\$42,334.25	\$12,495.66	22.79%
CCMS - CESAR CHAVEZ MIDDLE SCHOOL	\$49,153.75	\$38,982.27	\$10,171.48	20.69%
Junior High/Middle School AJHS - APTOS JR HIGH SCHOOL	\$62,351.77	\$45,099.36	\$17,252.41	27.67%
_	\$0.22,3 14.03	₹027,032.20	\$195,262.63	23.73%
High School:	\$822,914.83	\$91,150.95 \$627,652.20	\$30,225.58	24.90%
WHS-SC - WATSONVILLE HIGH SCHOOL - SF	\$204,365.36 \$121,376.53	\$158,963.73	\$45,601.63	22.29%
WHS - WATSONVILLE HIGH SCHOOL	\$193,208.90 \$204,565.36	\$154,493.86	\$38,715.04	20.04%
PVH - PAJARO VALLEY HIGH		\$223,043.66	\$80,720.38	26.57%
AHS - APTOS HIGH SCHOOL	\$303,764.04	<u> </u>	400 700 00	00 ===0
High School		•		



Filters: Energy Type One Of Electricity, Natural Gas; Billing Periods In Range From 200908 To 201007

Cost Avoidance Summary - Buildings by Type CAP 01B

8/16/2010





Board Agenda Backup

Item #11.3

Date: August 25, 2010

Item: Budget and Fiscal Update

Overview:

In June the Board of Trustees adopted the district's 2010-11 Budget. The budget was developed based on a set of assumptions from the Governor's May 2010-11 Budget Revision, as well as input from the Santa Cruz County Office of Education (SCCOE).

The board will recall that, at the time, staff analysis indicated the following concerns regarding the structural weaknesses of the district's fiscal condition:

- The district has enacted over \$14 million in reductions over the past two fiscal years, but nevertheless continues to deficit spend
- The costs of employee health and welfare benefits continue to increase at a rate that is unsustainable absent future corrective action
- The district's three-year fiscal projection indicates that it has sufficient cash reserves to meet its fiscal obligations in the current year and 2011-12
- However, absent adoption of a third fiscal stabilization plan, the district is projected not to be able to meet its fiscal and statutory obligations in 2012-13

Since then, SCCOE has conducted a thorough review of the district's adopted budget and has subsequently approved the document as submitted. The county office's review notes several areas of concern regarding the district's out-year fiscal health. These concerns correspond with those identified by district staff earlier this year. Enclosed is SCCOE's budget review issued on August 16, 2010 pursuant to statutory requirements and standard operating practice.

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There is has also been a recent development at the federal level that will impact the district's short term fiscal position. Earlier this month, President Obama signed the Federal Jobs Bill. The purpose of the bill is to retain public sector jobs at the local government level. Pending federal approval of its plan, California is eligible to receive approximately \$1.2 billion in one-time federal funds allocated to school districts and county office statewide.

This funding is one-time only and can be dedicated to saving / retaining district employee positions which provide direct support to school sites. There are various requirements regarding how the funding can be appropriated at the local level. Enclosed is an overview of the bill provided by the Association of California School Administrators.

District staff will provide the Board of Trustees an update on the following:

- The Federal Jobs Bill and what it could mean for Pajaro Valley Unified School District
- Status update on the district's current and out-year fiscal condition
- Outlining next steps and possible action in the district's 2010-11 and 2011-12 budget processes

Recommendation: Discuss and provide input to staff

Prepared By: Brett McFadden, Chief Business Officer

Superintendent's Signature:

Dorm But



BOARD OF EDUCATION
Mr. Jack Dilles
Mr. Aaron Hinde
Mr. Arnold Levine
Mrs. Kathy Mann
Mr. Vic Marani
Mr. Dana M. Sales

Mr. George "Bud" Winslow

Michael C. Watkins, Superintendent • 400 Encinal Street, Santa Cruz, CA 95060 • 831-466-5600 • FAX 831-466-5607 • www.santacruz.k12.ca.us

August 16, 2010

Ms. Libby Wilson, School Board President Pajaro Valley Unified School District 515 Cathedral Dr. Aptos, CA 95003

RE:

Review the 2010-11 Adopted Budget

Dear Ms. Wilson:

In accordance with the provisions of Education Code 42127, the County Superintendent of Schools is required to review the Budget of the district, and determine if it meets the Standards and Criteria for fiscal stability (EC 33127).

This office has completed our review of the 2010-11 adopted Budget for Pajaro Valley Unified School District (PVUSD) and we wish to inform you that it has been **approved** as submitted. Specific details are cited below. The last few years have been difficult years for school districts and I want to recognize your district for all the hard work and difficult decisions that have had to be made in an effort to maintain program and staff to fulfill the needs of the district's students.

As you are aware, the 2010-11 State Budget has still not been adopted by the State of California. Additionally, current proposals for the State Budget solutions are highly controversial and it may be months before the State comes to terms and adopts a Budget. All districts have had to make extremely difficult changes in their structure and program makeup over the past few years. This year is likely to be no different.

It is important to note that although the district's Budget has been approved, there are some significant areas of concern. While the Pajaro Valley Unified School District's Budgets as presented are balanced in the first two years (2010/11-2011/12), and not balanced in the third year (2012/13), there is the potential as stated in the May Revise that the district may potentially lose approximately \$1.2 million a year beginning in 2009/10. This loss is due to a change in AB602 Special Disability (SDA) funding the district has been receiving. This would have a \$4.6 million negative affect on the district's Budgets over the three years, increasing the negative unappropriated ending fund balance in 2012-13 from <\$4.9 million> to <\$9.5 million>.

There is legislation that is working its way through the Legislature at this time to reinstate the funds for 2009/10 and potentially 2010/11, but would likely reduce or eliminate the funding for 2011-12 and beyond, negatively impacting the Budget by \$1.2 million for the subsequent two fiscal years. While this scenario does not completely eliminate the problem, it would significantly reduce the negative affect on the district. Pajaro Valley Unified School District will have to plan as though this loss of revenue is in place, until legislation is passed to change the situation (assuming it will be changed).

In addition, districts will have to respond to changes in Class Size Reduction funding and the ending of flexibility of Tier Three funds over the next few years, including the use of Deferred Maintenance and Adult Education funds for unrestricted purposes, and ARRA money will no longer be available. It is extremely important that while you are making decisions on how you will balance your Budgets for the next two years, that you keep these conditions in the forefront of your minds and take into consideration how your district will adjust to them budgetarily.

Overall, the district has positioned itself to meet its current year obligations; however, we did wish to note some specific items in our review of the district's Budget:

- A. For specific comments on the Budget review, see the attached Budget Review Checklist and its narrative.
 - Our analysis concurs with the projections the district has developed based on what we know in regards to the State's Budget before the addition of the change in AB602 (SDA) funding as mentioned above.
 - ➢ Based on the districts analysis, exclusive of the AB602 (SDA) revenue reduction for fiscal year 2010-11, the district meets its financial obligations but is deficit spending \$822,000 in unrestricted funds and ends the year with an unappropriated ending fund balance of \$8.5 million above the 3% minimum reserve level to support the future years.
 - For fiscal year 2011-12, the district meets its financial obligations but is deficit spending \$4.47 million in unrestricted funds and will end the year with a positive unappropriated ending fund balance of \$4.0 million above the 3% minimum reserve level to support the future years.

REVIEW AND APPROVAL OF	FISCAL YEAR 2010/2	2011 FINAL A	DOPTED B	UDGET
TO THE GOVERNING BOARD:	Pajaro Valley Unified School	ol District		
FROM:	Michael C. Watkins, County Santa Cruz County Office o		of Schools	·
In accordance with the provisions of Educat for your district has been completed by this			dopted budget	
I. TYPE OF APPROVAL				
The adopted budget has been appro	ved.			
The adopted budget has been condit	ionally approved, see section	5 (recommendation	ons requiring a re	esponse).
The adopted budget has not been ap	proved.			
Approval of the adopted budget is b	eing withheld at this time.			
An item marked with an asterisk (*) requiring the district Superintendent an				oudget
Review the indicated recommendati if requested, respond in writing indicated.	ons and/or technical correction	ns at a public mee	ting of the board	13 31
2. RESERVES				
We have made the following computed Adjustments made after this date con				ormation.
		Unrestricted	Restricted	
Beginning fund balance as adopted	per estimated actuals:	\$15,058,752	\$9,217,803	·
Projected Increase/decrease in fund		(\$822,178)	(\$2,817,751)	ا م
Ending fund balance per adopted be		\$14,236,574	\$6,400,052	et de la company
State required unrestricted reserves				
District Designations for Economic L		\$4,746,348		
DEU percentage per state criteria ai	· · · · · · · · · · · · · · · · · · ·	 		
District DEU percentage per adopte	d budget: 3.00%			
Restricted reserves (9780/9740):		1	6,400,052	

955,657

8,534,570

Other unrestricted reserves and designations:

Unappropriated reserves (9790):

REVIEW AND APPR Pajaro Valley Unified	SCOVAL OF FISCAL YEAR 2010/2011 FINAL ADOPTED BUDGET School District
Page 3	we will be a second of the
E. Technical Cor	rections
Other technica	al corrections have been made to your final adopted budget as explained in Section 5, below.
5. DESCRIPTION	OF RECOMMENDATIONS AND TECHNICAL CORRECTIONS
SECTION & COMMENT NUMBER	DESCRIPTION
A-1	As noted in the prior year in response to the 2009-10 adopted budget materials, the 2009-10 revised state budget, signed by the Governor on July 28, 2009, lowered the required reserve level for 2010-11 and 2011-12 to one-third of the prior requirement. By 2012-13, districts must restore reserves to the prior required level. For PVUSD, this reserve requirement is reduced to 1% for 2010-11 and 2011-12 (districts must show progress over 2010-11 levels) and returns to 3% for 2012-13.
* A-2	According to the district's multi-year projections as submitted, the district is projecting insufficient reserve levels in fiscal year 2012-13. The district's unrestricted ending fund balance in that year is \$978,000. Required designations for economic uncertainty (DEU) at the restored 3% level are \$4.9 million. Other required reserves total \$300,000, therefore the district is approximately \$4.3 million below the necessary reserve level in 2012-13.
* B-1	According to the district's multi-year projections as submitted, the district is projecting to deficit spend in the unrestricted resources in the budget year by \$822,000, In 2011-12 by \$4.5 million, and in 2012-13 by \$8.8 million. As noted above, these deficit spending levels cannot be sustained past 2011-12.
C-1	The district is projecting no change in ADA in the budget year and a decrease of 75 ADA in both 2011-12 and 2012-13. This represents the projected loss of ADA to Ceiba charter school. Since the district is losing students to a district-sponsored charter school, the district's prior year P2 guarantee will be reduced by this ADA.
C-2	The district is projecting the Enrollment to ADA ratio to increase from 93.9% in 2009-10 to 94.3% in 2010-11 and remain at that level through 2012-13. Should the ratio remain at the 2009-10 level, the district's revenue limit funding could be approximately \$375,000 less than budgeted in 2011-11 and 2012-13. The district has stated that sites have been actively engaged in increasing ADA and is confident this increase is achievable.
D-1	The district's board identified \$5 million in budget reductions at 1st Interim as part of the district's Fiscal Stability Plan, which was requested by the COE. The district's board has continued to make reductions as part of the 2010-11 budget development process in order to bring the district's projected expenditures in line with the revenue reductions imposed on school districts at the state level. As noted previously, the district will need to continue to address the current projected shortfall for 2012-13.
D-2	The district is projecting to reduce 58.3 certificated FTE's and 23.4 classified FTE's in the budget year as a result of budget reductions required due to the decreases in state funding.
	This section is continued on the next page

* Item requires specific board action (see Section 1).

Page 5

5. DESCRIPTION OF RECOMMENDATIONS AND TECHNICAL CORRECTIONS continued...

SECTION &	
COMMENT	DESCRIPTION
NUMBER	
	Continued from previous page
D-7	The district is projecting a 10% increase in the cost of health and welfare benefits in the budget year and in each of the subsequent two years of the multi-year projections.
D-8	The district has settled negotiations with its bargaining units for the budget year and no projected increases beyond step and column are included in the budget or the multi-year projections.
D-9	The district had negotiated furlough days for 2010-11 and 2011-12 as follows: 5 days for certificated, 5 days for classified and 6 days for management. These days are reinstated in the 2012-13 budget per the district's multi-year projections and assumptions.
D-10	The district is projecting a \$6.4 million restricted ending fund balance in the budget year, but is projecting to exhaust all restricted funds by the end of 2012-13. Should these funds be exhausted and expenses exceed current projected levels, this could potentially impact the unrestricted general fund.
D-11	Due to the categorical flexibility authorized under SBX3 4, most districts realized an increase to their unrestricted ending fund balance in 2008-09, as fund balances for restricted resources affected by this legislation were moved to unrestricted resources as part of the year end closing process. Funding for the affected restricted programs will be received by districts as unrestricted revenue through 2012-13. In 2009-10, Deferred Maintenance funds not previously reclassified as unrestricted in 2008-09 must be reclassified as unrestricted in 2009-10. These funds may be transferred to the district's unrestricted general fund or maintained in the Deferred Maintenance Fund. We note that the district is transferring \$608,000 in Deferred Maintenance revenue from the General Fund into the Deferred Maintenance fund in 2009-10 but is budgeting all the Deferred Maintenance funding in the General Fund in 2010-11, 2011-12 and 2012-13.
D-12	As noted above, the district is projecting to use all of its Deferred Maintenance funding, which is now Tier III unrestricted, in the general fund in the budget year. Based on current law, the district will have to begin to match state revenues for this program again beginning in 2013-14. So, at that time, the district will have to budget a transfer to that fund as well as transfer the state apportionment back to that fund that is currently being recorded in the unrestricted general fund. The deferred maintenance apportionment and the required match together total approx. \$1.5 million.
	This section is continued on the next page
	* Item requires specific board action (see Section I).

Pajar	IEW AND APPROVAL OF FISCAL YEAR 2010/2011 FINAL AI to Valley Unified School District	DOPTED BUDGET	
Page	7		
X	This section is required based on review:		
	PROPOSED BOARD ACTION:		
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	0. 1		
	Signed:	Date:	
	CONCURRED:		
	Signed:	Date:	
1			
EXA	MINED BY COUNTY SUPERINTENDENT OF SCHOOLS:		·* \$0
BY:	May Hut Date	e: 8/12/10	. <u>k</u>
	Mary Hart		
	Associate Superintendent, Business Services		
cc:	District Superintendent		
	District Business Office		
	County Business Office		Revised: 8/2010

CEMPERAL CHARTER ADULT D CHILD DEV. CAFETERIA DEF. MAINT BUILDING CAP. FAC. CO. FACILITY BOX					US.	SUMMARY OF P.	AJARO VALLEY UNI	Y OF PAJARO VALLEY UNIFIED SCHOOL DISTRICT ALL FUNDS	OOL DISTRICT							
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2,253,400 - 80,000 -	8930-8979 OTHER SOURCES	1														
(1,703,400) 283,915 1,969,485 - <td>7630-7629 TRANSFERS OUT</td> <td>2,253,400</td> <td>1</td> <td>80,000</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>550,000</td> <td></td> <td></td> <td>2,883,400</td>	7630-7629 TRANSFERS OUT	2,253,400	1	80,000									550,000			2,883,400
(1,703,400) 283,915 1,969,485 - <td>0.000 (0.000)</td> <td></td> <td></td> <td></td> <td></td> <td>000000000000000000000000000000000000000</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td> <td></td> <td></td> <td></td> <td></td>	0.000 (0.000)					000000000000000000000000000000000000000						1				
(3,639,929) - (209,492) - (1,404,419) (2,828,550) (235,088) (323,600) 24,276,555 1,812,011 680,284 64,676 360,098 4,213,259 2,828,550 235,088 323,600 2,6 20,636,626 1,812,011 470,792 64,676 360,098 2,808,840 (0) 0 0 2,6 -14,99% 0,00% -30,79% 0,00% -33,33% -100,00% -100,	TOTAL OTHER SOURCES/USES	(1,703,400)		1,969,485	-	And the second s		With the second		+	7		(220'000)	F TOTAL COMMUNICATION OF THE PARTY OF THE PA		3
(3,639,929) - (209,492) - (1,404,419) (2,828,550) (235,088) (323,600) 24,276,555 1,812,011 680,284 64,676 360,098 4,213,259 2,828,550 235,088 323,600 2,6 20,636,626 1,812,011 470,792 64,676 360,098 2,808,840 (0) 0 0 0 2,6 14,99% 0,00% -30,79% 0,00% 0,00% -33,33% -100,00%																ı
24,276,555 1,812,011 680,284 64,676 360,098 4,213,259 2,828,550 235,088 323,600 2,6 20,636,626 1,812,011 470,792 64,676 360,098 2,808,840 (0) 0 0 0 2,6 -14,99% 0,00% -30,79% 0,00% 0,00% -33,33% -100,00% -100,0	TOTAL INCR/DECR TO FUND BALANCE	(3,639,929)		(209,492)	ť	1	(1,404,419)	(2,828,550)	(235,088)	(323,600)	ı	1	(458,559)	(95,367)	4	(9,195,004)
24,276,555 1,812,011 680,284 64,676 360,098 4,213,259 2,828,550 235,088 323,600 2,6 20,636,626 1,812,011 470,792 64,676 360,098 2,808,840 (0) 0 0 0 2,6 2,6 1,600,00% -100,00%																1
20,636,626 1,812,011 470,792 64,676 360,098 2,808,840 (0) 0 0 2,6 -14,99% 0.00% -30,79% 0.00% 0.00% -100,00% <td>BEGINNING FUND BALANCE</td> <td>24,276,555</td> <td>1,812,011</td> <td>680,284</td> <td>64,676</td> <td>360,098</td> <td>4,213,259</td> <td>2,828,550</td> <td>235,088</td> <td>323.600</td> <td>2,610,893</td> <td>31.045</td> <td>7.058.382</td> <td>2.596.456</td> <td>1 897 147</td> <td>48 988 043</td>	BEGINNING FUND BALANCE	24,276,555	1,812,011	680,284	64,676	360,098	4,213,259	2,828,550	235,088	323.600	2,610,893	31.045	7.058.382	2.596.456	1 897 147	48 988 043
20,636,626 1,812,011 470,792 64,676 360,098 2,808,840 (0) 0 0 2,65 - 14,99% 0.00% -30,79% 0.00% 0.00% -33,33% -100,00% </td <td>AUDIT ADUSTMENTS</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>-</td> <td>4.</td> <td></td> <td>,</td> <td></td> <td>,</td>	AUDIT ADUSTMENTS										-	4.		,		,
14.99% 0.00% 30.79% 0.00% 0.00% 33.33% -100.00% 1.00.00% 1.00.00% 1.00.00% 1.00.00%	FINDING FIND BAI ANCE	30 38 626	1 812 011	470 702	31.3 7.3	360 000	0 000 000	10)	C		_Ļ.		200 000	200 ,01 1	2000	
-14.99% 0.00% -30.79% 0.00% 0.00% -33.33% -100.00% -100.00% 100.00% 100.00%		40,000,020		76/70/1	0/0/10	060,000	0+0790977	M M	2	>	<u>_</u>	31,045	6,599,823	680/105/7	1,897,147	39,793,039
ADOLO PROPERTY OF THE PROPERTY	% increase of beginning fund balance	-14.99%	%00.0	-30.79%	%00.0	0.00%	-33.33%	-100.00%	-100.00%	-100.00%	0.00%	0.00%	-6.50%	-3.67%	%00'0	-18.77%

PAJARO VALLEY UNIFIED SCHOOL DISTRICT

REVISED TO DISPLAY LOSS OF SPECIAL DISABILITIES ADJUSTMENT REVENUE 2009-10 THROUGH 2012-13

FINANCIAL ANALYSIS OF GENERAL FUND UNRESTRICED AND RESTRICTED MONIES

		2=/200=			1	-		mr (===)		CT /2704	14 / 47	ZU17/13
GENERAL FUND	ESTIMATED ACTUALS	ESTIMATED ACTUALS	ESTIMATED ACTUALS	ADOPTED BUDGET	ADOPTED BUDGET	ADOPTED BUDGET	PROJECTED BUDGET	PROJECTED BUDGET	TOTAL	PROJECTED BUDGET	PROJECTED BUDGET	TOTAL PROJECTED
KEVE/VOES;	UNKESTRICTED	RESTRICTED	TOTALS	UNRESTRICTED	RESTRICTED	TOTALS	UNRESTRICTED	RESTRICTED	BUDGET	UNRESTRICTED	RESTRICTED	BUDGET
8010-8099 REVENUE LIMIT SOURCES 8100-8299 FEDERAL. 8300-8599 OTHER STATE 8600-8799 OTHER LOCAL. 8910-8929 INTER-UND TRANS IN 8930-8979 OTHER SOURCES 8995 CATEGORICAL EDUCATION BLOCK GRANT 8997 CATEGORICAL FEXIBILITY RESTR BALANCES 8998 CATEGORICAL FEXIBILITY TRANSFERS	\$ 81,741,633 3,829 20,037,831 2,526,243 24,735	\$ 2,472,040 26,010,935 30,314,774 3,138,678	\$ 84,213,673 26,014,764 50,352,605 5,664,921 24,735	\$ 81,550,874 18,730,879 366,944 550,000	\$ 2,493,870 22,349,922 27,532,911 996,265	\$ 84,044,744 22,349,922 46,263,790 1,363,209 556,000	\$ 83,310,932 17,817,695 441,944 550,000	\$ 2,562,102 19,447,994 28,084,825 996,265	\$ 85,873,034 19,477,994 45,902,520 1,438,209 550,000	\$ 64,727,505 17,994,764 441,944 50,000	\$ 2,630,464 20,001,635 28,686,770 396,265	\$ 87,357,969 20,001,635 46,681,534 1,438,209 50,000
8980 CONTRIBUTIONS FROM UNRESTRICTED	(14,851,619)	14,851,619	**	(17,673,465)	17,673,465	•	(18,052,950)	18,052,950	í	(18,986,077)	18,986,077	
ANTICIPATED SHORTFALL RE: SDA REVENUE	(1,128,107)		(1,128,107)	(1,128,107)	•	(1,128,107)	(1,151,797)		(1,151,797)	(1,179,440)		(1,179,440,
TOTAL REV., TRANSF. IN/SOURCES	\$ 88,354,546	\$ 76,788,046	\$ 165,142,591	\$ 82,397,125	\$ 71,046,433	\$ 153,443,558	\$ 82,915,824	\$ 69,144,136	\$ 152,059,960	\$ 83,048,696	\$ 71,301,211	\$ 154,349,907
EXPENDITURES:						,						
1000-1999 CERTIFICATED SALARY 2000-2999 CLASSIFIED SALARY		\$ 24,884,753 4	\$ 69,677,818	\$ 42,085,781 8,531,503	\$ 22,693,519 15,755,879		\$ 43,775,913	\$ 21,957,701	\$ 65,733,614	\$ 45,659,187 9,355,704	\$ 22,728,045	\$ 68,387,232
3000-3999 EMPLOYEE BENEFIT 4000-4999 BOOKS & SUPPLIES	21,818,251	19,444,990	41,263,240	23,008,946	21,367,417	6,198,168	25,344,502	3 292 910	46,804,076	27,086,328	22,845,269	49,931,597
5000-5899 SERVICE, OTHER OPERATING 6000-6599 CAPITAL OLITLAY	8,046,434	10,660,782	18,707,216	8,835,541	7,312,876	16,148,417	8,318,991	9,197,830	17,516,821	8,318,991	6,453,241	14,772,232
7100-7299 OTHER OUTGO 7300-7399 DIRECT SUPPORT/INDIRECT 7610-7629 INTERFUND TRANSFERS OUT 7630-7699 OTHER USES	647,518 (2,376,279) 3,389,498	272,011	20,720 919,529 (467,231) 3,389,498	310,931 (2,516,323) 2,253,400	272,311 2,083,645	16,000 583,242 (432,678) 2,253,400	196,311 (2,555,776) 2,320,748	2,123,098 90,359	18,000 196,311 (432,678) 2,411,107	196,311 (2,598,355) 2,320,748	18,000	18,000 196,311 (432,678 2,320,748
TOTAL EXPEND, TRANS, OUT/USES	\$ 86,557,405	\$ 78,774,237	\$ 165,331,642	\$ 84,347,410	\$ 73,864,184	\$ 158,211,594	\$ 88,544,459	\$ 73,499,808	\$ 162.044.267	\$ 93.009.121	\$ 73.345.590	\$ 166 354 711
EXCESS (DEFICIENCY)	1,797,141	(1,986,192)	(189,051)	(1,950,285)	(2,817,751)	(4,768,036)	(5,628,635)	├ ── <u>-</u>		(9 960 475)		2 : -
BEGINNING BALANCE: AUDIT ADJUSTMENTS/RESTATEMENTS	11,592,225	14,346,947	25,939,172	13,930,645	9,217,803	23,148,448		<u> </u>	\$ 18,380,412	6,351,726	2,044,380	8,396,105
ENDING BALANCE:	13,930,645	9,217,803 \$		11,980,360	6,400,052	\$ 18,380,412	6,351,726	2,044,380	\$ 8,396,105	(3,608,700)		\$ (3,608,699
RESERVES: NORMAL RESERVE LEVEL PER CRIT/STANDARD RECOMMENDED AMOUNT PER							%E			3%		
DEII (9770) nor Dietrict				\$ 4,746,348		0 NG 456	\$ 4,861,328			\$ 4,990,641		
REVOLVING CASH	55,000		55,000	\$ 4,746,348 55,000		\$ 4,746,348 \$	55,000	▼ 7	\$ 4,861,328	\$ 4,990,641		\$ 4,990,641 55,000
STORES/PREPAID EXPENDITURES RESTRICTED RESERVES	236,159	508 717 0	236,159	236,159	7 100 01.7	236,159	236,159		236,159	236,159		236,159
DESIGNATED UNRESTRICTED RESERVES	664,498	CO04 11710	664,498	664,498	0,400,032	664,498	601,403	2,044,380	2,044,380 601,403	601,043		1 601.043
SYSTEM OF THE SERVES EXCESS (DEFICIENCY) ABOVE MINIMUM	\$ 8,679,537		8,015,039	6,278,356 \$ 6,942,854		6,278,356	597,836		597,836	\$ (8,890,500)		(9,491,543
AVED ACE DATEX ATTERNOANCE												
AVERMOE DALLY ATTENDANCE: =(Exc. Rpt by COE) P2 EST. CUITERT WHIT FOR SOE AND A to charter frequence original.		24	16,838 16,926			16,838 16,838			16,763			16,688
year P-2 guarantee)		-	75			ĸ			75			7,
PRIOR YEAR GUARANTEED ADA RESIDENT CHARTER ADA INCLUDED IN REV LIMIT NUMBER		ji t	16,957			16,763			16,763			16,688
		30 V	17,929			17,850			17,771			1,390 17,692
SASSESSESSESSESSESSESSESSESSESSESSESSESS	(1) 1 · · · · · · · · · · · · · · · · · ·	Chicago Control State College College	10. K. CK.			707 707	- 10.00	***	700 700			1111

SANTA CRUZ COUNTY SCHOOLS

PAJARO VALLEY UNIFIED SCHOOL DISTRICT

FINANCIAL ANALYSIS OF GENERAL FUND UNRESTRICED AND RESTRICTED MONIES

	2008/09	2008/09	2008/09 2008/09 2008/09	2009/10 200	2009/10	2009/10	2010/11	2010/11	2010/11	2011/12	2011/12	2011/12	2012/13	2012/13	2012/13
GENERAL FUND REVENUES:	UNAUDITED ACTUAL UNRESTRICTED	UNAUDITED ACTUAL RESTRICTED	UNAUDITED ACTUAL TOTALS	ESTIMATED ACTUALS UNRESTRICTED	ESTIMATED ACTUALS RESTRICTED	ESTIMATED ACTUALS TOTALS	ADOPTED BUDGET UNRESTRICTED	ADOPTED BUDGET RESTRICTED	ADOPTED BUDGET TOTALS	PROJECTED RUDGET UNRESTRICTED	PROJECTED BUDGET RESTRICTED	TOTAL PROJECTED BUDGET	PROJECTED BUDGET UNRESTRICTED	PROJECTED BUDGET RESTRICTED	TOTAL PROJECTED BUDGET
8010-8099 REYENUE LIMIT SOURCES 8100-8299 FEEREN. 8300-8599 CTHER STATE 8500-8099 OTHER LOCAL 8910-8029 INTERFLOCAL 8910-8029 INTERFLOCAL 8910-8029 INTERFLOCAL INFO	\$ 93,187,887 11,326,675 1,306,032 570,334	\$ 2,948,064 33,452,552 36,358,603 2,237,534	\$ 96,135,951 33,452,552 47,685,278 3,543,566 570,334	\$ 81,741,633 3,829 20,037,831 2,526,243 24,735	\$ 2,472,040 26,010,935 30,314,774 3,138,678	\$ 84,213,673 26,014,764 50,352,605 5,664,921 24,735	\$ 81,550,874 18,730,879 366,944 550,000	\$ 2,493,870 22,349,922 27,532,911 996,265	\$ 84,044,744 22,349,922 46,263,790 1,363,209 550,000	\$ 83,310,932 17,817,695 441,944 550,000	\$ 2,562,102 19,447,994 28,084,825 996,265	\$ 85,873,034 19,447,994 45,902,520 1,438,209 550,000	\$ 84,727,505 17,994,764 441,944 50,000	\$ 2,630,464 20,001,635 28,686,770 996,265	\$ 87,357,969 20,001,635 46,681,534 1,438,209 50,000
8995 CATEGORICAL EDUCATION BLOCK GRANT 8997 CATEGORICAL FLEXBILLY RESTR BALANCES 898 CATEGORICAL FLEXBILLY TRANSFERS 8980 CONTRUBUTIONS FROM RESTRICTED 8990 CONTRUBUTIONS FROM RESTRICTED	1,768,104 1,093,630 (14,463,482) 51,460	(1,768,104) (1,093,630) 14,463,482 (51,460)	F E (1)	(14,851,619)	14,851,619	•	(17,673,465)	17,573,465		(18,052,950)	18,052,950	•	(18,986,077)	720'986'81	•
TOTAL REV., TRANSF. IN/SOURCES	\$ 94,840,640	\$ 86,547,040	\$ 181,387,680	\$ 89,482,653	\$ 76,788,046	\$ 166,270,698	\$ 83,525,232	\$ 71,046,433	\$ 154,571,665	\$ 84,067,621	\$ 69,144,136	\$ 153,211,757	\$ 84,228,136	\$ 71,301,211	\$ 155,529,347
EXPENDITURES:									-						
1000-1999 CERTIFICATED SALARY 2000-2999 CASSIFIED SALARY 3000-3999 EMPCIFEE BENEFIT 6000-5999 BOOWS & SUPPLIES 5000-5899 SERVICE, OTHER OPERATING			\$ 73,097,832 \$ 27,608,181 43,352,933 7,138,529 19,775,831		\$ 24,884,753 15,597,313 19,444,990 5,989,241 10,660,782	\$ 69,677,818 24,470,444 41,263,240 7,350,709 18,707,216	\$ 42,085,781 8,531,503 23,008,946 1,837,631 8,835,541			\$ 43,775,913 9,143,524 25,344,502 2,000,246 8,318,991	\$ 21,957,701 \$ 15,360,336 21,459,574 3,292,910 9,197,830	\$ 65,733,614 24,503,860 46,804,076 5,293,156 17,516,821	\$ 45,659,187 9,355,704 27,086,328 2,670,207 8,318,991	\$ 22,728,045 15,758,927 22,845,269 3,376,431 6,453,241	\$ 68,387,232 25,114,631 49,931,597 6,046,638 14,772,232
BIGNO-5299 CHPI AL UDIO 7100-7299 CHER OUTGO 7300-7299 DIRECT SUPPORT/INDIRECT 7510-7599 CHPIECT SUPPORT/INDIRECT 7520-7599 CHPIECT SUES	63,881 382,516 (3,866,398) 378,204	626,151 271,997 2,913,634 358,416	690,032 654,513 (952,764) 736,620	4,319 647,518 (2,376,279) 3,389,498	16,101 272,011 1,909,047	20,426 919,529 (467,231) 3,389,498	310,931 (2,516,323) 2,253,400	18,000 272,311 2,083,645	18,000 583,242 (432,678) 2,253,400	196,311 (2,555,776) 2,320,748	18,000	18,000 196,311 (432,678) 2,411,107	196,311 (2,598,355) 2,320,748	18,000	18,000 196,311 (432,678) 2,320,748
TOTAL EXPEND., TRANS, OUT/USES	\$ 91,340,159	\$ 90,761,550	\$ 172,101,709	\$ 86,557,405	\$ 78,774,237	\$ 165,331,642	\$ 84,347,410	\$ 73,864,184	\$ 158,211,594 9	\$ 88,544,459	\$ 73,499,808	\$ 162,044,267	\$ 93,009,121	\$ 73,345,590	\$ 166,354,711
EXCESS (DEFICIENCY)	3,500,481	5,785,490	9,285,971	2,925,248	(1,986,192)	930'686	(822,178)	(2,817,751)	(3,639,929)	(4,476,838)	(4,355,672)	(8,832,510)	(8,780,985)		(10,825,364)
BEGINNING BALANCE. AUDIT ADUSTMENTS/RESTATEMENTS ENDING BALANCE:	8,091,743	8,561,457	16,653,200	11,592,225 541,280 15,058,752	14,346,947 (3,142,953) 9,217,803	25,939,172 (2,601,673) \$ 24,276,555	15,058,752	9,217,803	24,276,555	14,236,574	\$ 6,400,052 \$	\$ 20,636,626	757,657,6	2,044,380	11,804,116
RESERVES:			3									200		•	
NORMAL RESERVE LEVEL PER CRIT/STANDARD RECOPHIENDED AMOUNT PER CRITERIA/STANDARDS (Computed)	3% \$:5,163,051			3%			3%			3%			3%		
DEU (9770) per District	\$ 5,163,051		\$ 5,163,051	\$ 4,959,949		\$ 4,959,949	\$ 4,746,348		\$ 4,746,348	4,861,328		4,861,328	\$ 4,990,641		\$ 4,990,641
STORES/PREPAID EXPENDITURES RECTRICTED RESERVES	246,541	14 346 647	246,541	236,159	508 715 8	236,159	236,159	120 000 3	236,159	236,159	200	236,159	236,159		236,159
DESIGNATED UNRESTRICTED RESERVES UNAPPROPRIATED RESERVES	1,751,310	ar a contract	1,751,310	664,498	2,447,903	5,417,003 664,498 9 143,146	664,498	750,004,0 0,400,005,0	664,498 8 534 570	601,403	2,044,380	601,403	601,043	-	601,043
EXCESS (DEFICIENCY) ABOVE MINIMUM	\$ 979,241			\$ 9,807,644			\$ 9,199,068			\$ 4,607,250			\$ (4,303,049)		750710571
AVERAGE DATLY ATTENDANCE:						1	1								
=(Exc. Rpt by COE) . P2 EST. Rev UMIT Correct roos face of ADA to chatter (adducer rate)			17,032			16,838	18 . 19		16,838			16,763			16,688
LUTTER YEST TO STAND TO CHARTER (TEUTICES PINE) YEST P-2 GUSTANTED ADA PRIOR YEST GLISBANTED ADA			1001			27.	1	,i	75			X 5			8
'ARTER A				,13,		1,294	* 9 t								1,390
Section of Apply Region of Apply Region 1	÷	.%5.60	* % 2 56. · · · · · · · · · · · · · · · · · · ·	and the control and the	1 11	93.9%	Special winds of the Survey of the Board		94:3%	Ĭ.	سنجك المجافزة وم	94 3%			966 barren



Education Jobs Fund Good News for California Schools Sherry Skelly Griffith ACSA Governmental Relations

Congress passed and the President signed into law last week Public Law No. 111-226 Title I Education Jobs Fund which appropriates \$10 billion to states to save an estimated 160,000 education jobs across the country. For California's schools this amounts to exactly \$1,210,534,585. In a recent conference call with educators U.S. Department of Education (DOE) officials said California's severe job losses in education was a significant motivating factor in the swift passage of the bill. A key message from the U.S. DOE is that despite California's lack of the timely passage of a state budget the Education Jobs Fund will not be held up and in fact governors have been urged to not wait for the final deadline of September 9, 2010 but to apply immediately. Funding will be distributed to states within two weeks of application approval.

Some Key Provisions - (summarized directly from the Ed Jobs Fund Guidance and conference call with U.S. DOE – go to www.ed.gov then to Education Jobs Fund)

State Ed Jobs Fund Application – Submitted by the Governor. Funding can be distributed within two weeks of federal approval directly to local educational agencies (LEAs). LEAs are not required to submit a local application if they submitted an SFSF application. Jobs funding will be distributed based on one of two allowable formulas (see below).

Basic assurances in the state application include but are not limited to complying with state maintenance-of-effort (MOE) requirements, reserve no more than 2 percent for state administrative costs, ensure LEAs receive awards on a timely basis for use in the 2010-2011 school year, not use funds directly or indirectly to establish, restore or supplement a "rainy day" fund or supplant state funds to reduce or retire debt obligations incurred by the state.

Funding Formula and Distribution – A Governor must make awards to LEAs on a timely basis so that funds are available for use in the 2010-2011 school year. LEAs are encouraged to use all of their allocation in the 2010-2011 school year but may carryover funds into 2011-12. To encourage immediate local planning States are encouraged to make publicly available the amount that each LEA will receive. The amount to be received is dependent upon whether the state applies using one of two formulas (only one can be chosen):

- 1. Through the State's primary elementary and secondary funding formula(e) as identified in its application for funding under the SFSF program; or,
- 2. On the basis of the LEA's relative shares of funds under Part A of Title I of the ESEA for the most recent fiscal year for which data are available.

It is not yet known which formula California will use to apply. We will keep you apprised. A Governor may not direct how an LEA will use its Ed Jobs Fund

Local Uses of Funds

An LEA must use its funds only for compensation, benefits and other expenses, such as support services necessary to retain existing employees, to recall or rehire former employees, and to hire new employees. This includes employees in early childhood, elementary, or secondary educational and related services. This includes both certificated and classified personnel.

Categories of Expenses

The Ed Jobs program defines "compensation and benefits and other expenses such as support services," as salaries, performance bonuses, health insurance, retirement benefits, incentives for early retirement, pension fund contributions, tuition reimbursements, student loan repayment assistance, transportation subsidies and reimbursement for childcare expenses. These funds can also be used to buyback furlough days and staff development days.

Which Employees are Covered?

Only school site personnel are covered including teachers and other employees who provide "school-level" educational and related services. In addition to teachers this can include principals, assistant principals, academic coaches, in-service teacher trainers, classroom aides, counselors, librarians, secretaries, social workers, psychologists, interpreters, physical therapists, speech therapists, occupational therapists, information technology personnel, nurses, athletic coaches, security officers, custodians, maintenance workers, bus drivers, and cafeteria workers.

Ed Jobs Funds Cannot Be Used at District Level

General administrative expenses are not allowable uses of Ed Jobs Funds including the superintendent's office, the local board or other administrative employees. If a district level staff person also teaches or has other school level responsibilities, the LEA may only use Ed Jobs funds to pay that portion of the employee's salary and benefits associated with the time on allowable school level activities. The LEA must maintain substantiated documentation.

Previously Established Employee Salary Schedules and Furlough Days

LEAs may us Ed Job funds to restore reductions in salaries and benefits and to implement salary increases for the 2010-2011 school year. LEAs may also use the funds for additional salary and benefit costs associated with restoring furlough days that had been scheduled for 2010-2011. However, LEAs may not use Ed Jobs funds to compensate employees for any period <u>prior to August 10, 2010.</u>

Contracted Services

LEAs may not use Ed Jobs funds to pay for contractual school-level services by individuals that are not employees of an LEA (e.g. janitors or school safety officers employed by an outside firm). However, an LEA that contracts with another LEA to provide educational and related services may use Ed Jobs funds to pay that portion of the contract associated with the salaries and benefits of the employees of the LEA providing the services.

Pension Liabilities

An LEA may not use Ed Jobs funds to meet pension obligations incurred in prior school years. An LEA may use funds for pension obligations accruing on the basis of services an employee performs during the 2010-2011 school year.

Next Steps and Recommendations:

We anticipate the Governor will submit California's Ed Funds application in the coming weeks. We also anticipate once the funding formula is determined the California Department of Education should post estimated appropriations each LEA should be receiving. In the meantime we recommend LEAs consider the following steps:

- 1. Immediately review current budget assumptions for Fiscal Year 2010-2011 and prioritize restorations that in particular restore, save or support school site jobs in both certificated and classified positions.
- 2. Consider holding a special local board meeting to discuss anticipated use of Ed Jobs Fund.
- 3. Prepare to sit down with all local partners in determining the best use of Ed Jobs funding. Remember the goal is to save, restore, retain and hire school site employees who work to maintain the quality of California's public schools.



PAJARO VALLEY UNIFIED SCHOOL DISTRICT



Board Agenda Backup

Item No:	4
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Date: August 25, 2010

Item: Student Enrollment & Staffing

Overview:

In the spring, Business Services and Human Resources work with each individual site to project the appropriate staffing level for the following year. Various things are taken into consideration when determining the staffing; projected student enrollment, staffing ratios, maximum class size and qualifications of individual teachers, etc. The goal is to have the number of staff hired at each site match exactly the number needed in the fall when students actually arrive. In most instances, the district has historically done a good job in this staffing process. Occasionally, as the year begins, things come into play that cause student enrollment to be greater or less than projections, resulting in classes that exceed maximum size, or classes that are under-enrolled and do not support the current staffing. The district has developed a monitoring process that occurs the first three weeks of school to support sites with staffing issues. instructions that go out to the schools are included in the back-up. The information is collected from sites on a daily basis is reviewed to determine if staffing for each site is appropriate. If an individual class is over the maximum number of students allowed, options are explored to correct the situation. Sometimes, an additional teacher may need to be hired, but sometimes reconfiguration of classes can resolve the problem. Each principal will initiate the formation of a "Class Size Committee" as per union contract. Albert sent the contract language regarding the formation of the committee out to principals to guide them through the process. The district works with each individual site to determine any changes that might be necessary and will facilitate the change as soon as possible.

Budget Cons	iderations: N	// A			
Fund	ling Source:				
	Budgeted: Ye	s:	No:		
	Amount:				
Prepared By:	Dorma Baker, S	uperintendent			
Superintendent	t's Signature:	Downs	BAL		

PAJARO VALLEY UNIFIED SCHOOL DISTRICT

DISTRICT ENROLLMENT COUNT

FOR THE FIRST THREE WEEKS OF SCHOOL

The first three weeks of school, a daily student count must be taken. Enrollment counts are very important, as these enrollment counts determine the staffing levels for each of the schools. They need to be as ACCURATE as possible. We need to work together to provide the data so that staffing decisions are made quickly.

THREE WEEK COUNT:

First Week: August 23, 24, 25, 26, and 27

Second Week: August 30, 31, September 1, 2, and 3

Third Week: September 7, 8, 9 and 10

To take an accurate count, please follow the following procedures:

- First Day only take daily count of the students who have shown up in your class.
- Do not count the students who have not shown up, but are on your class list.
- Second Day and on-going Count all students who have been physically in your class since the opening of school ,(August 23 and after) but are absent
- You count the students who showed up in your class, even though he or she might be absent. This student is still on your class list and showed up for one or more days and was absent until they are officially dropped.
- The office will need to update daily E-school + with student adds and drops.
- The school will send a STU 12 to verify student enrollment.

- You must fax you class attendance count handwritten worksheet to the Elementary Education Office (Betty) by noon every day during the first three weeks of school.
- Enrollment count for Special Day class should be listed separately Special education students in a Special Day Class are counted separately

This information is critical to determine staffing and will also e used to report to the Board of Trustees.

THANK YOU FOR YOUR COOPERATION.

Pajaro Valley Unified School District CLASS ATTENDANCE COUNT WORKSHEET

School				D - 4 -	_			
Number of days scho	ol has been in session:			Date			· · · · · · · · · · · · · · · · · · ·	***************************************
Teacher	Indicate: EO/Mainstream English SEI or Bilingual	K	1	2	3	4	5	6
-								
·								
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•								
		:						
						<u> </u>		<u> </u>
OTALS (must be con	nileted)			•				·



Pajaro Valley Unified School District

294 Green Valley Road, Watsonville, CA 95076 Phone: (831) 786-2100 x 2540 • Fax: (831) 728-6284

Opening of School Procedures for District Enrollment Counts

As you know, enrollment counts are very important, as they determine the staffing levels for each school. They need to be as accurate as possible. We need to work together to provide this data so that staffing can be made quickly.

FIRST WEEK COUNT: August 23, August 24, August 25, August 26, and August 27

The first week of school, a daily student count must be taken. This count could be considered a "warm body count", as we are actually determining the number of students present that day. This means that teachers count only students who have been physically present in their class.

SECOND WEEK COUNT: August 30, August 31, September 01, September 02, and September 03

There must also be a daily enrollment count the second week of school. This count needs to include all the students who have regularly attended school to this point even if they are absent on the day of the count. Schools need to continue to update their eSchools Plus system with student adds

and drops.

THIRD WEEK COUNT:

September 07, September 08, September 09, and September 10 Same as

second week.

FOURTH WEEK COUNT:

September 13, September 14, September 15, September 16, and September

17 Same as the third week.

Please remember:

• Fax (728-6284) a copy of the class attendance count handwritten worksheet To my office by noon every day for the first four weeks of school.

This information is critical to determine staffing and will also be used in a report to the Board of Trustees. Thank you for your cooperation.

Pajaro Valley Unified School District Secondary and Educational Services

ENROLLMENT WORKSHEET

2010-2011

 School Name
Date

Grade 6	Grade 7	Grade 8	Total	SDC Count
				(separate)

Fax to: Secondary and Educational Services 728-6284

ARTICLE VI. CLASS SIZE

C. Each school shall have a Class Size Advisory Committee composed of a site administrator and two teachers selected by the staff, and one site Special Education representative, to serve for a year, to consider and assess all class size problems. Each school staff shall select its committee members and inform the principal who the members are no later than the first staff meeting of the school year.

Within five (5) school days from the first day upon which any class enrollment exceeds the maximum, the Class Size committee shall meet to try to devise a local solution. The teacher of the affected classroom will be informed of the specific efforts being made to correct the overenrollment concern and the day by which the correction or resolution is to be made.

When any class become s over-enrolled, according to the provisions of this Article, the appropriate administrator shall notify the Zone Assistant Superintendent. The Zone Assistant Superintendent shall notify the Governing Board no later than the second regular Governing Board meeting following the date of over-enrollment, and s/he shall report the efforts being undertaken to correct the over-enrollment.

Recognized constraints on the District's ability to correct an over-enrollment shall be the ability to house students in other classrooms, other tracks, the ability to create multi-grade classes, the ability to transport students to other sites where more space may be available, and the need to consider parent requests.

The instructional limitations in classes with a specified number of learning and/or work stations, i.e., shop, home economics, etc. shall be considered when class sizes are determined.





Board Agenda Backup

Item # 12.1

Date: August 25, 2010

Item: Creation of PVUSD Fiscal and Facilities Advisory Committee

Overview:

Similar to most California school districts, the Pajaro Valley Unified School District has witnessed record setting declines in unrestricted and restricted K-Adult state revenues. These declines have been associated with what has now been labeled the "Great Recession" and the corresponding decrease in tax revenues among all levels of government. As result, the district has been forced to implement over \$14 million in program and service reductions over the past two fiscal years. These reductions have negatively impacted all aspects of district services and operations.

National and state economic indexes reveal that the economic recovery has slowed considerably in the last two quarters. It is possible that the economy could experience what economists call a "double dip" in overall economic performance, thereby triggering a secondary recession. Due to the fact that Proposition 98 education funding is directly linked to statewide revenue trends, continuing economic difficulties create further pressures on the state's ability to meet the minimum guarantee for state K-Adult funding.

Due to these and other factors, the district will continue to face significant fiscal challenges throughout its three-year projection. These challenges include, but are not limited to:

- An ongoing operating deficit leading to a negative cash position in 2012-13 absent corrective action
- Additional revenue limit and/or categorical reductions associated with further state funding reductions
- Increasing employee health and welfare benefit costs
- No additional federal stimulus and/or job protection funding

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• Fixed cost increases – step and column salary increases, fuel, utilities, textbooks, capitol replacement, etc.

If not sufficiently addressed, these challenges will erode the Board of Trustee's ability to meet the unique needs of its student population.

Indications are that the district will face ongoing fiscal challenges well into the next decade. As this is occurring, the district will need to develop new and innovative strategies to address student achievement and modernize and/or expand existing facilities. Therefore, it is critical that the district's governance team seek the input and support of district stakeholders in an open and ongoing dialogue on matters pertaining to future district fiscal and facility needs.

Rationale:

To facilitate this dialogue, staff recommends the creation of a board-appointed PVUSD Fiscal and Facilities Advisory Committee. The committee will operate according to the following:

- The committee is to be an ongoing element of the district's fiscal and facility planning processes
- The committee is advisory, the board will retain its policy setting authority
- All meetings shall be regularly scheduled (likely monthly) and open to the public
- Participation will be limited to committee members
- The committee shall appoint a chair for purposes of facilitating meetings and the district's CBO shall serve as the lead staff member

Attached is a draft description of the committee. Staff will seek the board's input regarding the committee's makeup and operating practices.

Recommendation:

Approve creation of the PVUSD Fiscal and Facilities Advisory Committee per board guidelines and instruct staff to bring forth possible appointees for board adoption.

Porma Balen (A)

Prepared By:

Brett W. McFadden, Chief Business Officer

Superintendent's Signature:

Draft - August 25

PVUSD Fiscal and Facility Advisory Committee Possible Committee Makeup

Members:

- Board of Trustees 2 designated by full board
- Teachers 2 appointed by the board
- Classified staff 2 appointed by the board
- Principals/APs 2 selected by the superintendent
- Parents 3 appointed by the board from north, central, and south regions of district
- Community leaders 5 appointed by the board from north, central, and south regions
- Miscellaneous 2

District Staff

- Chief Business Officer
- Director of Fiscal Services
- Director of Maintenance, Operations, and Facilities
- Human Resources appointed representatives
- Assistant superintendents (as needed)