

**Minutes**  
**BIGGS UNIFIED SCHOOL DISTRICT**  
**SPECIAL MEETING OF THE BOARD OF TRUSTEES**  
**June 29, 2015**

**OPEN SESSION**

**CALL TO ORDER** – President Wheeler called the meeting to order at 6:36 p.m.

**ROLL CALL**

Board members present: Kari Wheeler, Robin Clark, Dennis Slusser, America Navarro and Kathryn Sheppard.

Staff present: Doug Kaelin, Superintendent and Donna Cyr, Administrative Assistant

**PLEDGE OF ALLEGIANCE** – The pledge was recited.

**APPROVAL OF AGENDA**

The Board approved the agenda with no changes. MSCU (Slusser/Sheppard) 5/0

**APPROVAL OF MINUTES**

Minutes from the June 10<sup>th</sup>, 2015 meeting were approved as written. MSCU (Navarro/Clark) 5/0

The Board adjourned to closed session at 6:38 p.m.

**CLOSED SESSION**

1. Public Employment Appointment of Personnel as listed under "Personnel Action" below; Pursuant to Government Code Section 54957
2. Classified, Certificated, Classified Confidential, and Management Personnel Discipline, Dismissal and/or Release; Pursuant to Government Code Section 54957
3. Public Employee Performance Evaluation of Classified, Certificated, Classified Confidential, Management and Superintendent; Pursuant to Government Code Section 54957
4. Litigation; Pursuant to Government Code Section 54956.9
5. Instructions to Board Negotiators, Superintendent and Board Member; Pursuant to Government Code Section 54957.6(a)

Closed session was adjourned at 6:59 p.m.

**OPEN SESSION**

President Wheeler called the meeting to order at 7:01 p.m.

All Board members are present.

Staff present: Doug Kaelin, Superintendent, Pam Ragan, Financial Officer and Donna Cyr, Administrative Assistant

**ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION**

President Wheeler announced that no actions were taken during closed session.

**PUBLIC COMMENT** – There were no public comments.

**CONSENT AGENDA**

The Board approved the Consent Agenda items A - E MSCU (Slusser/Clark) 5/0

- A. Inter-district Agreement Request(s) for the 2015/2016 school year
- B. Approve Contract with DFS Flooring - carpeting for various classrooms at BES & BHS and DO
- C. Approve Contract with Danzero's Roofing for roofing for BES, RES P.O. and DO
- D. Approve Contract with NM&R Architect for Stadium Lights at High School Football Field
- E. Approve Contract with Krazan & Associates for Geotechnical Engineering Investigation for Stadium Lighting

**ACTION ITEMS**

The Board approved Action Items A - D MSCU (Slusser/Clark) 5/0

- A. Approve LCAP Plan as presented for Public Hearing.
- B. Adopt Original Budget for 2015/2016 as presented for Public Hearing.
- C. Approve Application for Agricultural Career Technical Education Incentive Grant
- D. Approve as Piggy Back Contract with MUSCO Lighting for Stadium Lights for High School Football Field

**PERSONNEL ACTION**

The Board approved Personnel Action Items A - D MSCU (Sheppard/Slusser) 5/0

- A. Approve hiring of Gladys Tineo in Special Education Teacher position for 2015/2016 school year.
- B. Approve hiring of Mary Goloff as Biggs Elementary Teacher for 2015/2016 school year.
- C. Approve hiring of Shannon Logue as Richvale Elementary Teacher for 2015/2016 school year.
- D. Approve hiring of Ashleigh Aldridge High School Counselor for the 2015-2016 school year.

**INFORMATION ITEMS**

- A. April 30, 2015 Treasurer's Investment Report – There was no discussion.

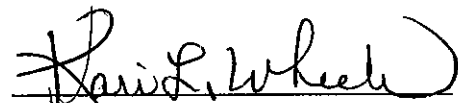
Mrs. Ragan distributed and reviewed the 2015-2016 Budget PowerPoint presentation and highlighted items on the Budget. (see attached)

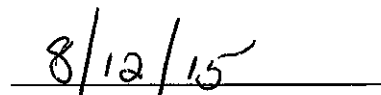
**FUTURE ITEMS FOR DISCUSSION** - There were no future items noted.

The August Board meeting will be moved to August 12<sup>th</sup> at 7:00 pm because the Superintendent, Elementary Principal and Financial Officer will be out of the District on the 5<sup>th</sup>.

**ADJOURNMENT** – The meeting was adjourned at 7:25 p.m.

MINUTES APPROVED AND ADOPTED:

  
 Presiding President

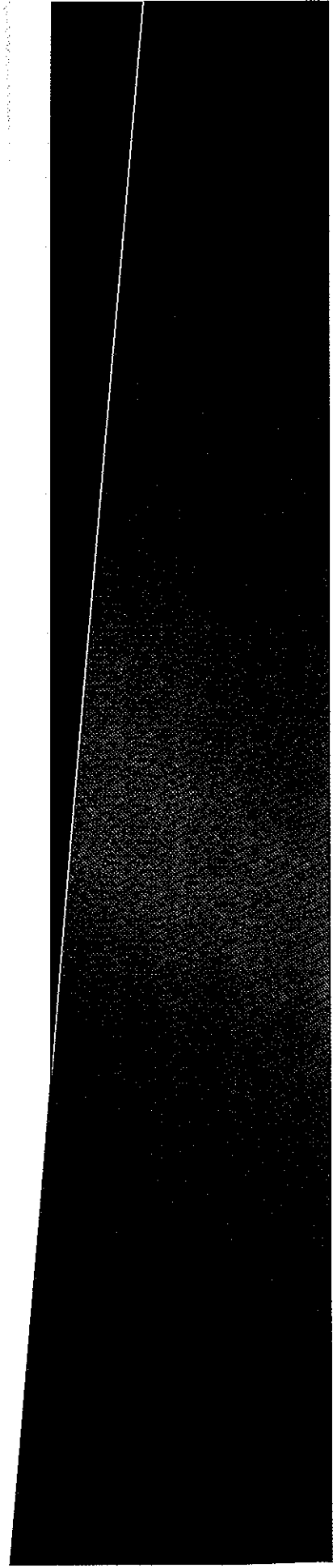
  
 Date

Distribution: Board of Trustees, Superintendent, Elementary School Principal, Financial Officer/Administrative Advisor, BUTA and CSEA Presidents, Student Representative, Student Government Class, Gridley Herald, District Office and Schools for Posting, and Official Record.



# **BIGGS UNIFIED SCHOOL DISTRICT**

**2015/2016 ORIGINAL BUDGET  
JUNE 29, 2015**



# 15/16 ORIGINAL BUDGET

## ▶ General Fund Unrestricted Ending Balance MYP Projections

<u>14/15</u>	<u>15/16</u>	<u>16/17</u>	<u>17/18</u>
1,227,992	994,245	961,427	947,967

Note: The deficits in the MYP are largely related to the increase for Step/Column and STRS and PERS rate increases.

**DEU - Designation for Economic Uncertainties**  
*State Requirement is 4% of total expenditures (Restricted & Unrestricted)*

**Board Policy is 8% - Fund 17 is Assigned as DEU**




# 15/16 ORIGINAL BUDGET

Projected Unrestricted GF Balance	14/15	15/16	16/17	17/18
	1,227,992	994,245	961,427	947,967
▶ Deficit Spending	(0)	(233,747)	(32,818)	(13,460)*
▶ Fund 17 Reserve	382,753	384,609	386,609	388,609
4% DEU	240,251	274,260	270,520	276,164
8% DEU	480,502	548,520	541,041	552,328
▶ Amount +/- 4% Reserve	1,370,494	719,985	690,907	671,803**
▶ Amount +/- 8% Reserve	1,130,243	445,725	420,387	395,639**
▶ Fund 20 Reserve	222,322	224,122	226,122	228,122

\* Must be 0 for a balanced budget

\*\* Includes balances from General Fund & Fund 17 (Add 1 + 2 - 3 = 4)

# 15/16 ORIGINAL BUDGET

- ✓ **COLA:**  
COLAs are estimated in the LCFF. 15/16 estimate is 1.02%, 16/17 is 1.60% and 17/18 is 2.48%
  - ✓ **ADA:**  
The LCFF ADA for 15/16 is 520.58. Of this amount 144.11 of BHS ADA is NSS. Unduplicated percentage is 69.60%. Prior Year 14/15 LCFF ADA was 517.99 based on 13/14 ADA
  - ✓ **LCFF:**  
The State is projecting to fund 51.52% of LCFF GAP for 15/16. The GAP funding is \$375,448
- 

# Enrollment Projections 14/15- 17/18

## ▶ SCHOOL YEAR

based on Month 11 of 14/15

	<u>14/15</u>	<u>15/16</u>	<u>16/17</u>	<u>17/18</u>
BES	366	366	358	358
RES	31	31	31	31
BHS	146	163	183	188*
CDS	8	7	7	7
ISS	<u>3</u>	<u>2</u>	<u>2</u>	<u>2</u>
Total	554	569	581	586

Grade K-assumes 35 new students each year.

# NSS Funding Tier for BHS

## ▶ Necessary Small High School Funding

▶ Certificated Employees      ADA      \$\$\$

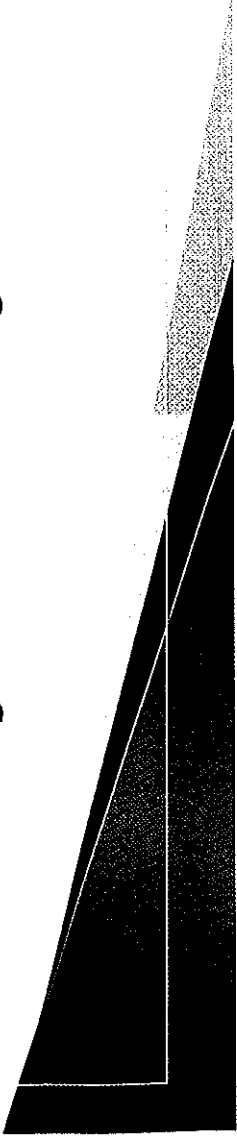
▶ Less Than 1-19		122,340
▶ 3	1-19	543,720
▶ 4	20-38	666,060
▶ 5	39-57	788,400
▶ 6	58-71	910,740
▶ 7	72-86	1,033,080
▶ 8	87-100	1,155,420
▶ 9	101-114	1,277,760
▶ 10	115-129	1,400,100
▶ 11	130-143	1,522,440
▶ 12	144-171	1,644,780*
▶ 13	172-210	1,767,120
▶ 14	211-248	1,889,460
▶ 15	249-286	2,011,800

\* 15/16 Funding Tier



# 15/16 ORIGINAL BUDGET

- ▶ Unrestricted General Fund
- ▶ Revenue estimates up from PY 564,962
- ▶ Expense estimates up from PY 1,121,652
- ▶ Deficit Spending is estimated (233,747)
- ▶ ADA used in LCFF Calculation 520.58
- ▶ Possible expense savings in 4s and 5s will be updated in 14/15 Unaudited Actuals. This could result in a larger ending fund balance.
- ▶ NSS Funding extended through 17/18 for BHS.



# 15/16 ORIGINAL BUDGET

## FUND BALANCES EA 6/30/15 & Projected 15/16 Original

		<u>6/30/15</u>	<u>15/16 OR</u>
Fund 01	General Fund	\$ 1,227,992	\$ 994,245
Fund 17	Special DEU	\$ 384,609*	\$ 387,809
Fund 20	Special PEB	<u>\$ 222,322*</u>	<u>\$ 224,122</u>
Total Per GASB 54 Requirement		\$ 1,834,923	\$ 1,606,176
RESTRICTED/COMMITTED FUNDS			
Fund 13	Cafeteria	\$ 0	\$ 0
Fund 14	D.M.	\$ 0	\$ 0
Fund 25	Capital Facilities	\$ 312,210	\$ 329,710
Fund 40	Capital Projects SR	\$ 0	\$ 0
Fund 73	Scholarship	\$ 198,241	\$ 205,541

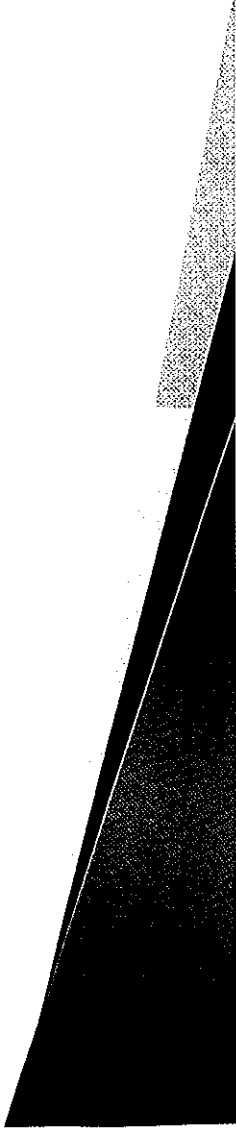
\* Locally restricted by Board



# 15/16 ORIGINAL BUDGET

▶ Per ADA Funding 13/14 - 17/18	
▶ 13/14 LCFF	\$8,777
▶ 14/15 LCFF	\$9,157
▶ 15/16 LCFF	\$10,021
▶ 16/17 LCFF	\$10,336
▶ 17/18 LCFF	\$10,645

The calculations were derived from the BASC Calculator version v16.1e located on the FCMAT website. BCOE required the use of this calculator for Original Budget reporting per their evaluation criteria.



District: Biggs Unified School District  
 Projected Cash Flow Report  
 Year: 2015/2016  
 Budget Used: 2015/2016

6/29/2015

Object	July	August	September	October	November	December	January	February	March	April	May	June	TOTAL	VARIANCE	
													\$	CHECKS	
<b>A. BEGINNING CASH</b>	9110	\$940,233	\$864,975	\$979,310	\$959,948	\$1,124,526	\$682,165	\$1,509,087	\$1,096,894	\$914,501	\$899,117	\$1,246,959	\$580,389		
<b>B. REVENUES</b>															
Revenue Limit															
Property Tax	8020-8079	0	0	0	139,104	0	982,615	0	0	839,742	3,768	0	1,965,229		
State Aid LCFF	8010-8019	370,623	370,623	370,823	370,623	0	148,249	168,016	168,016	104,516	19,025	380,506	2,470,821		
EPA	8012	0	0	198,977	0	0	198,977	0	198,977	0	0	198,977	795,908		
Federal Revenues	8100-8299	0	57,854	61,232	0	0	39,391	57,648	167,000	0	0	49,734	432,859		
Other State Revenues	8300-8599	31,100	88,946	84,561	64,019	63,934	58,830	82,433	19,460	42,584	29,309	19,461	648,666		
Other Local Revenues	8600-8799	9,989	76,220	20,702	1,563	60,345	24,838	0	16,991	21,853	28,005	15,307	283,469		
Interfund Transfers In	8910-8929	0	0	0	0	0	0	0	0	0	0	0	0		
In Lieu	8096	0	0	0	0	(5,049)	(1,186)	(1,214)	(1,214)	(1,214)	(1,214)	(2,866)	(15,171)		
<b>TOTAL REVENUES</b>		<b>411,713</b>	<b>593,643</b>	<b>736,095</b>	<b>575,309</b>	<b>1,291,469</b>	<b>230,703</b>	<b>305,883</b>	<b>569,230</b>	<b>1,007,491</b>	<b>78,894</b>	<b>661,119</b>	<b>6,581,780</b>		<b>0</b>
<b>C. EXPENSES</b>															
Salaries	1000-2999	256,018	274,890	275,116	233,028	255,540	264,520	377,269	380,298	381,510	379,775	308,303	3,644,727		
Employee Benefits	3000-3999	105,464	90,319	108,778	116,017	166,380	261,894	37,271	75,639	65,236	65,236	65,236	1,266,407		
Supplies and Services	4000-5999	125,488	114,100	222,483	61,686	90,271	116,481	71,611	72,265	163,469	186,918	123,370	1,445,293		
Capital Outlays	6000-6599	0	0	165,000	0	49,400	0	0	0	0	90,329	0	304,729		
Other Outgo	7000-7499	0	0	0	0	0	0	3,125	56,413	49,434	23,206	17,822	150,000		
Interfund Transfers Out	7600-7629	0	0	(15,920)	0	0	0	0	0	0	0	61,267	45,347		
All Other Financing Expenses	7630-7699	0	0	0	0	0	0	0	0	0	0	0	0		
<b>TOTAL EXPENSES</b>		<b>486,970</b>	<b>479,308</b>	<b>755,457</b>	<b>410,731</b>	<b>561,591</b>	<b>642,896</b>	<b>489,276</b>	<b>584,615</b>	<b>659,649</b>	<b>745,464</b>	<b>575,998</b>	<b>6,856,503</b>		<b>0</b>
<b>D. NET CHANGE (=B-C)</b>		<b>(75,258)</b>	<b>114,334</b>	<b>(19,362)</b>	<b>164,578</b>	<b>(442,361)</b>	<b>(412,193)</b>	<b>(182,393)</b>	<b>(15,384)</b>	<b>347,842</b>	<b>(666,570)</b>	<b>85,121</b>	<b>(274,723)</b>		<b>0</b>
<b>E. ENDING CASH (=A+D)</b>		<b>\$864,975</b>	<b>\$979,310</b>	<b>\$959,948</b>	<b>\$1,124,526</b>	<b>\$682,165</b>	<b>\$1,509,087</b>	<b>\$914,501</b>	<b>\$899,117</b>	<b>\$1,246,959</b>	<b>\$580,389</b>	<b>\$665,510</b>	<b>0</b>		<b>0</b>