

**SYLVAN UNION SCHOOL DISTRICT  
SPECIAL MEETING OF  
THE BOARD OF TRUSTEES  
February 25, 2020**

# MINUTES

***Members Present:*** Mmes. Christine Harvey, Cynthia Lindsey, and Jennifer Miyakawa.  
Messrs. David Collins and George Rawe.

***Members Absent:*** None.

***District Administration Present:*** Debra Hendricks, Velma Silva Beck, Didi Peterson, Laura Granger, Lizett Aguilar, Marti Reed, Laura Granger, Dawn Mori, Carrie Albert, Lisa Sandoval, and Tierra Crothers.

***Audience Present:*** Sarah Calderon, Michele Calton, Tina Hollander, Nicol Alvarado, Deanne Andrade-Freitas, Suzette Sousa, Scott Ferreira, Michael Stagnaro, Gretchen Griffin, Jean Wiersema, Marjorie Clagett, Melinda Yegiyants, Gary Rooney, Mary Smyth, Alisa Eldridge, Dawn Webster, John Fountain, Tedde' Vaupel, Joanna O'Brien, Kari Hendon, Karen Herrick, Angela Quinteros, and one other person.

***Call to Order:*** The meeting was called to order at 5:01 p.m.

***Board President Announcement:*** Mr. Rawe advised all attendees that in accordance with Board Policy, tonight's Board Meeting was being recorded. He also advised any persons wishing to address the Board on any agenda or non-agendized item must fill out a speaker card.

***Adoption of Agenda:*** The motion was made by Mrs. Lindsey, seconded by Mr. Collins, adopting the Agenda.

**AYES:** Collins, Lindsey, Miyakawa, Rawe

**NOES:** None

**ABSENT:** Harvey

**ABSTENTIONS:** None

***Pledge of Allegiance:*** Mr. Rawe welcomed everyone to the meeting and led the audience in the pledge of allegiance.

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*Study Session:* **STUDY SESSION**

### **Planning for the 2020-21 Fiscal Year Budget:**

*Planning for the  
2020-21 Fiscal  
Year Budget:*

Mrs. Hendricks reviewed the Budget Study agenda and the purpose of tonight's meeting is to strictly provide an overview of the budget planning for the 2020-21 fiscal year. Staff will not be presenting numbers at this budget study session. She shared we are on the final year of the 2017-2020 Three Year Plan. Staff has been developing the 2020-2023 Plan and will present it to the board at a future meeting. Results of the district's Second Interim Report and any changes from the state will be presented at the March 10, 2020, board meeting. One major focus for this evening would be the take-back of the Occupational Therapist Program.

\*\*\*Ms. Harvey joined the meeting at 5:05 P.M.

1. Budget Assumptions

Mrs. Aguilar reviewed the 2020-21 budget assumptions. She shared that these discussion mark the beginning of our process and set the foundation and template to move forward and build the budget for 2020-2021 and help build the Multi-year projection. Mrs. Aguilar stated that assumptions are the key factors in determining our revenue. Our biggest source of funding is LCFF. Our LCFF Cola for 2019-20 is 3.26% and we will see a decrease to 2.29% in 2020-21. LCFF is funded on a three year average of our UPP (unduplicated pupil percentage). Salaries are 80% of the district's budget. Mrs. Aguilar also noted that actual costs for Special Education are projected to increase.

2. Budget Guidelines:

Mrs. Aguilar highlighted on some of the budget guidelines. She shared that the Second Interim Report will be shared with the board in March. The board expressed their concerns about not including specific language regarding the board's directive to have a 9-10% reserve each year.

3. Special Education:

Mrs. Mori informed the board of the options of Occupational Therapy for the district. During the time of take-back, the fee for service was changing with SELPA. Since then staff has

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received information that Stanislaus County Office of Education will be managing and housing the fee for service. Therefore the district doesn't have actual numbers available for the cost for their program. Based on the district's current numbers and case load, the district would need to hire two Occupational Therapists with veteran experience. The Occupational Therapist information will be brought back at the March 10<sup>th</sup> board meeting. The district must inform Stanislaus County Office of Education if we will be taking back our program or plan to be in the pool for their fee for service.

#### 4. Next Steps:

The next steps in the budget are:

- March 10, 2020 – Approve Second Interim Report for Fiscal Year 2019-20 and adopt fiscal year 2020-21 budget calendar.
- April 14, 2020 – Budget Study Session from 5:30-8:00 PM.
- April 21, 2020 – Regular Board Meeting (Budget Assumptions Draft updated and final direction from the board on the 2020-21 fiscal year budget)
- June 2, 2020 – Public Hearings for 2020-21 Local Control and Accountability Plan and Fiscal Year Budget
- June 23, 2020 – Adoption of the 2020-21 Local Control and Accountability Plan and 2020-21 Fiscal Year Budget

***Final  
Adjournment:***

The meeting was adjourned by Board President Mr. Rawe at 5:58 p.m.

WITNESS:

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Mrs. Miyakawa, Vice President of the Board

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Date