

**Alpine County Office of Education  
Business and Administrative Services**

**PUBLIC DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT  
in Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449**

Name of School District:	Alpine County Office of Education		
Name of Bargaining Unit:	Classified Employee Group		
Certificated, Classified, Other:	Represented Classified		

The proposed agreement covers the period beginning:	July 1, 2019 (date)	and ending:	June 30, 2020 (date)
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The Governing Board will act upon this agreement on:	<b>March 12, 2019</b> (date)
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**A. Proposed Change in Compensation**

Compensation		Annual Cost Prior to Proposed Agreement: 1/25/19 FY 2019-20	Fiscal Impact of Proposed Agreement		
			Year 1 Increase/(Decrease) FY 2019-20	Year 2 Increase/(Decrease) FY 2020-21	Year 3 Increase/(Decrease) FY 2021-22
1	<b>Salary Schedule</b> Increase (Decrease)	\$ 250,653 \$ -		\$ - \$ -	\$ - \$ -
			0.00%	0.00%	0.00%
2	<b>Step and Column - Increase</b> (Decrease) Due to movement plus any changes due to settlement	\$ - \$ -			\$ -
			0.00%	0.00%	0.00%
3	<b>Other Compensation - Increase</b> (Decrease)(Stipends, Bonuses, Longevity, Overtime, etc.)	\$ - .	\$ 13,039	\$ -	\$ -
	<b>Description of other compensation - overtime &amp; vacation pay-outs</b>				
4	<b>Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare etc.</b>	\$ 66,280	\$ 1,819		\$ -
			2.74%	0.00%	0.00%
5	<b>Health/Welfare Plans</b>	\$ 48,496			\$ -
			0.00%	0.00%	0.00%
6	<b>Total Compensation - Increase</b> (Decrease) (Total Lines 1-5)	\$ 365,429	\$ 14,858	\$ -	\$ -
7	<b>Total Number of Represented Employees</b> (Use FTEs if appropriate)	7.38			
8	<b>Total Compensation <u>Average</u> Cost per Employee</b>	\$ 49,516	\$ 2,013	\$ -	\$ -
			4.07%	0.00%	0.00%

9. What was the negotiated percentage increase approved? For example, if the increase in "Year 1" was for less than a full year, what is the annualized percentage of that increase for "Year 1"?

N/A

10. Were any additional steps, columns, or ranges added to the schedules? (If yes, please explain.)

N/A

11. Please include comments and explanations as necessary.

For the 2019/20 school year only, all classified staff will receive a one-time bonus up to \$1,000 commensurate with their Full Time Equivalent (FTE) status

12. Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes ☒ No ☐

If yes, please describe the cap amount.

The District pays \$10,232.04 per classified employee prorated to F.T.E. annually for Medical, Dental, Vision, Life, and Cancer premiums. The amount was increased to \$11,000 per classified employee prorated to F.T.E annually beginning in Year 1 as a result of the agreement

- B. Proposed Negotiated Changes in Noncompensation Items** (i.e., class size adjustments, staff development days, teacher prep time, classified staffing rations, etc.)

Certificated:

- 1) Personal Day clarified
- 2) Unexpected Closure Days defined
- 3) Maintenance closed days would be covered under Unexpected Closure Days

- C. What are the specific impacts on instructional and support programs to accommodate the settlement?**

Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

None

**D. What contingency language is included in the proposed agreement?** Include specific areas identified reopeners, applicable fiscal years, and specific contingency language.

None

**E. Will this agreement create, increase or decrease deficit financing in the current or subsequent year(s)?**  
"Deficit Financing" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If yes, explain the amounts and justification for doing so.

Yes-Accumulated excess reserves will be utilized to finance the deficit until future estimated increases in revenues exceed expenditures.

**F. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.**

None

**G. Source of Funding for Propose Agreement**

Local Control Funding Formula - General Fund Ending Balance

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years (i.e., what will allow the district to afford this contract)?

There is no ongoing cost

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

N/A

## H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

### Unrestricted General Fund & Child Development Fund

Enter Bargaining Unit:

### Classified Employee Group

	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget (Adopted budget included settlement)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
<b>REVENUES</b>				
Revenue Limit Sources (8010-8099)	\$ 835,260	\$ -	\$ -	\$ 835,260
Remaining Revenues (8100-8799)	\$ 457,747	\$ -	\$ -	\$ 457,747
<b>TOTAL REVENUES</b>	\$ 1,293,007	\$ -	\$ -	\$ 1,293,007
<b>EXPENDITURES</b>				
Certificated Salaries (1000-1999)	\$ 8,196	\$ -	\$ -	\$ 8,196
Classified Salaries (2000-2999)	\$ 406,007	\$ -	\$ -	\$ 406,007
Employee Benefits (3000-3999)	\$ 178,686	\$ -	\$ -	\$ 178,686
Books and Supplies (4000-4999)	\$ 97,536	\$ -	\$ -	\$ 97,536
Services, Other Operating Expenses (5000-5999)	\$ 496,615	\$ -	\$ -	\$ 496,615
Capital Outlay (6000-6599)	\$ -	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ 158,795	\$ -	\$ -	\$ 158,795
Direct Support/Indirect Cost (7300-7399)	\$ (7,485)	\$ -	\$ -	\$ (7,485)
Other Adjustments				
<b>TOTAL EXPENDITURES</b>	\$ 1,338,350	\$ -	\$ -	\$ 1,338,350
<b>OPERATING SURPLUS (DEFICIT)</b>	\$ (45,343)	\$ -	\$ -	\$ (45,343)
<b>TRANSFERS IN &amp; OTHER SOURCES (8910-8979)</b>	\$ 41,180	\$ -	\$ -	\$ 41,180
<b>TRANSFERS OUT &amp; OTHER USES (7610-7699)</b>	\$ 41,180	\$ -	\$ -	\$ 41,180
<b>CONTRIBUTIONS (8980-8999)</b>	\$ -	\$ -	\$ -	\$ -
<b>CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE</b>	\$ (45,343)	\$ -	\$ -	\$ (45,343)
<b>BEGINNING BALANCE</b>	\$ 1,186,209			\$ 1,186,209
Prior-Year Adjustments/Restatements (9793/9795)	\$ -			\$ -
<b>CURRENT-YEAR ENDING BALANCE</b>	\$ 1,140,866	\$ -	\$ -	\$ 1,140,866
<b>COMPONENTS OF ENDING BALANCE:</b>				
Reserved Amounts (9711-9740)		\$ -	\$ -	\$ -
Reserved for Economic Uncertainties (9789)	\$ 1,058,107	\$ (366,008)	\$ -	\$ 692,100
Designated Amounts (9775-9780)	\$ -	\$ 366,008	\$ -	\$ 366,008
Unappropriated Amount (9790)	\$ 82,759	\$ -	\$ -	\$ 82,759

## H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Enter Bargaining Unit:		Restricted General Fund Classified Employee Group		
	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget (Adopted budget included settlement)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
<b>REVENUES</b>				
Revenue Limit Sources (8010-8099)	\$ -	\$ -	\$ -	\$ -
Remaining Revenues (8100-8799)	\$ 98,000	\$ -	\$ -	\$ 98,000
<b>TOTAL REVENUES</b>	\$ 98,000	\$ -	\$ -	\$ 98,000
<b>EXPENDITURES</b>				
Certificated Salaries (1000-1999)	\$ -	\$ -	\$ -	\$ -
Classified Salaries (2000-2999)	\$ 25,000	\$ -	\$ -	\$ 25,000
Employee Benefits (3000-3999)	\$ 7,403	\$ -	\$ -	\$ 7,403
Books and Supplies (4000-4999)	\$ 21,251	\$ -	\$ -	\$ 21,251
Services, Other Operating Expenses (5000-5999)	\$ 23,361	\$ -	\$ -	\$ 23,361
Capital Outlay (6000-6599)	\$ -	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ -	\$ -	\$ -	\$ -
Direct Support/Indirect Cost (7300-7399)	\$ 7,485	\$ -	\$ -	\$ 7,485
Other Adjustments				
<b>TOTAL EXPENDITURES</b>	\$ 84,500	\$ -	\$ -	\$ 84,500
<b>OPERATING SURPLUS (DEFICIT)</b>	\$ 13,500	\$ -	\$ -	\$ 13,500
<b>TRANSFERS IN &amp; OTHER SOURCES (8910-8979)</b>	\$ -	\$ -	\$ -	\$ -
<b>TRANSFERS OUT &amp; OTHER USES (7610-7699)</b>	\$ -	\$ -	\$ -	\$ -
<b>CONTRIBUTIONS (8980-8999)</b>	\$ -	\$ -	\$ -	\$ -
<b>CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE</b>	\$ 13,500	\$ -	\$ -	\$ 13,500
<b>BEGINNING BALANCE</b>	\$ 101,076			\$ 101,076
Prior-Year Adjustments/Restatements (9793/9795)	\$ -			\$ -
<b>CURRENT-YEAR ENDING BALANCE</b>	\$ 114,576	\$ -	\$ -	\$ 114,576
<b>COMPONENTS OF ENDING BALANCE:</b>				
Reserved Amounts (9711-9740)	\$ 114,576		\$ -	\$ 114,576
Reserved for Economic Uncertainties (9770)	\$ -	\$ -	\$ -	\$ -
Designated Amounts (9775-9780)	\$ -	\$ -	\$ -	\$ -
Unappropriated Amount (9790)	\$ -	\$ -	\$ -	\$ -

## H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Combined General Fund & Child Development Fund				
Classified Employee Group				
Enter Bargaining Unit:				
	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget (Adopted budget included settlement)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
<b>REVENUES</b>				
Revenue Limit Sources (8010-8099)	\$ 835,260	\$ -	\$ -	\$ 835,260
Remaining Revenues (8100-8799)	\$ 555,747	\$ -	\$ -	\$ 555,747
<b>TOTAL REVENUES</b>	\$ 1,391,007	\$ -	\$ -	\$ 1,391,007
<b>EXPENDITURES</b>				
Certificated Salaries (1000-1999)	\$ 8,196	\$ -	\$ -	\$ 8,196
Classified Salaries (2000-2999)	\$ 431,007	\$ -	\$ -	\$ 431,007
Employee Benefits (3000-3999)	\$ 186,089	\$ -	\$ -	\$ 186,089
Books and Supplies (4000-4999)	\$ 118,787	\$ -	\$ -	\$ 118,787
Services, Other Operating Expenses (5000-5999)	\$ 519,976	\$ -	\$ -	\$ 519,976
Capital Outlay (6000-6599)	\$ -	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ 158,795	\$ -	\$ -	\$ 158,795
Direct Support/Indirect Cost (7300-7399)	\$ -	\$ -	\$ -	\$ -
Other Adjustments				
<b>TOTAL EXPENDITURES</b>	\$ 1,422,850	\$ -	\$ -	\$ 1,422,850
<b>OPERATING SURPLUS (DEFICIT)</b>	\$ (31,843)	\$ -	\$ -	\$ (31,843)
<b>TRANSFERS IN &amp; OTHER SOURCES (8910-8979)</b>	\$ 41,180	\$ -	\$ -	\$ 41,180
<b>TRANSFERS OUT &amp; OTHER USES (7610-7699)</b>	\$ 41,180	\$ -	\$ -	\$ 41,180
<b>CONTRIBUTIONS (8980-8999)</b>	\$ -	\$ -	\$ -	\$ -
<b>CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE</b>	\$ (31,843)	\$ *	\$ -	\$ (31,843)
<b>BEGINNING BALANCE</b>	\$ 1,287,285			\$ 1,287,285
Prior-Year Adjustments/Restatements (9793/9795)	\$ -			\$ -
<b>CURRENT-YEAR ENDING BALANCE</b>	\$ 1,255,442	\$ -	\$ -	\$ 1,255,442
<b>COMPONENTS OF ENDING BALANCE:</b>				
Reserved Amounts (9711-9740)	\$ 114,576	\$ -	\$ -	\$ 114,576
Reserved for Economic Uncertainties (9789)	\$ 1,058,107	\$ (366,008)	\$ -	\$ 692,100
Designated Amounts (9775-9780)	\$ -	\$ 366,008	\$ -	\$ 366,008
Unappropriated Amount - Unrestricted (9790)	\$ 82,759	\$ -	\$ -	\$ 82,759
Unappropriated Amount - Restricted (9790)	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties Percentage	74.37%			48.64%

\* Please see question on page 7.

## I. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Combined General Fund & Child Development Fund			
Enter Bargaining Unit:		Classified Employee Group	
	Proposed 2018-19	2019-20	2020-21
	Total Current Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>			
Revenue Limit Sources (8010-8099)	\$ 835,260	\$ 851,965	\$ 870,502
Remaining Revenues (8100-8799)	\$ 555,747	\$ 548,247	\$ 548,247
<b>TOTAL REVENUES</b>	\$ 1,391,007	\$ 1,400,212	\$ 1,418,749
<b>EXPENDITURES</b>			
Certificated Salaries (1000-1999)	\$ 8,196	\$ 8,296	\$ 8,396
Classified Salaries (2000-2999)	\$ 431,007	\$ 448,171	\$ 415,754
Employee Benefits (3000-3999)	\$ 186,089	\$ 200,012	\$ 192,821
Books and Supplies (4000-4999)	\$ 118,787	\$ 118,787	\$ 118,787
Services, Other Operating Expenses (5000-5999)	\$ 519,976	\$ 519,976	\$ 519,976
Capital Outlay (6000-6999)	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ 158,795	\$ 158,795	\$ 158,795
Direct Support/Indirect Cost (7300-7399)	\$ -	\$ -	\$ -
Other Adjustments		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ 1,422,850	\$ 1,454,037	\$ 1,414,529
<b>OPERATING SURPLUS (DEFICIT)</b>	\$ (31,843)	\$ (53,825)	\$ 4,220
<b>TRANSFERS IN &amp; OTHER SOURCES (8910-8979)</b>	\$ 41,180	\$ 41,180	\$ 41,180
<b>TRANSFERS OUT &amp; OTHER USES (7610-7699)</b>	\$ 41,180	\$ 41,480	\$ 41,480
<b>CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE</b>	\$ (31,843)	\$ (54,125)	\$ 3,920
<b>BEGINNING BALANCE</b>	\$ 1,287,285	\$ 1,255,442	\$ 1,201,317
<b>CURRENT-YEAR ENDING BALANCE</b>	\$ 1,255,442	\$ 1,201,317	\$ 1,205,237
<b>COMPONENTS OF ENDING BALANCE:</b>			
Reserved Amounts (9711-9740)	\$ 114,576	\$ -	\$ -
Reserved for Economic Uncertainties - Unrestricted (9789)	\$ 692,100	\$ 827,438	\$ 841,235
Reserved for Economic Uncertainties - Restricted (9770)	\$ -	\$ -	\$ -
Other Assignments (9780)	\$ 366,008	\$ 373,879.25	\$ 364,002
Unappropriated Amounts - Unrestricted (9790)	\$ 82,759	\$ -	\$ -
Unappropriated Amounts - Restricted (9790)	\$ -	\$ -	\$ -

## J. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES

### 1. State Reserve Standard

		Proposed 2018-19	2019-20	2020-21
a.	Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 1,464,030	\$ 1,495,517	\$ 1,456,009
b.	State Standard Minimum Reserve Percentage for this COE 25%:	25.00%	25.00%	25.00%
c.	State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line b. OR \$50,000	\$ 366,008	\$ 373,879	\$ 364,002

### 2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a.	General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9789)	\$ 692,100	\$ 827,438	\$ 841,235
b.	General Fund Budgeted Unrestricted Unappropriated Amount (9790)	\$ 82,759	\$ -	\$ -
c.	Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9770)	\$ -	\$ -	\$ -
d.	Special Reserve Fund (Fund 17) Budgeted Unappropriated Amount (9790)	\$ -	\$ -	\$ -
g.	Total Available Reserves	\$ 774,859	\$ 827,438	\$ 841,235
h.	Reserve for Economic Uncertainties Percentage	52.93%	55.33%	57.78%

### 3. Do unrestricted reserves meet the state minimum reserve amount?

2018-19	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2019-20	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2021-22	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

### 4. If no, how do you plan to restore your reserves?



5. If the total amount of the adjustment in Column 2 on Page 4c does not agree with the amount of the Total Compensation Increase in Section A, Line 6, Page 1 (i.e., increase was partially budgeted), explain the variance below:

Settlement does not affect current budget year. Adjustment is reflected in First Subsequent Year on pg 5 of Multiyear projections for 2019-20

6. Please include any additional comments and explanations of Page 4 as necessary:

N/A

**L. CERTIFICATION NO. 1: CERTIFICATION OF THE COUNTY'S ABILITY TO MEET THE COSTS OF COLLECTIVE BARGAINING AGREEMENT**

The disclosure document must be signed by the County Superintendent and Chief Business Officer at the time of public disclosure.

In accordance with the requirements of Government Code Section 3547.5, the Superintendent and Chief Business Officer of Alpine County Office of Education, hereby certify that the County can meet the costs incurred under the Collective Bargaining Agreement between the County Office of Education and the Alpine County Office of Education's Classified Employee Group the term of the agreement from July 1, 2019 to June 30, 2020.

The budget revisions necessary to meet the costs of the agreement in each year of its term are as follows:

<b>Budget Adjustment Categories:</b>	<b>Budget Adjustment Increase (Decrease)</b>
Revenues/Other Financing Sources	0
Expenditures/Other Financing Uses	0
Ending Balance Increase (Decrease)	0

☒ (No budget revisions necessary)

\_\_\_\_\_  
**County Superintendent**  
(Signature)

March 5, 2019

Date

\_\_\_\_\_  
**Chief Business Officer**  
(Signature)

March 5, 2019

Date

## M. CERTIFICATION NO. 2

The disclosure document must be signed by the County Superintendent or designee at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Section 3547.5.


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**County Superintendent (or Designee)**  
**(Signature)**

  
**Date**

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**Board President (or Clerk)**  
**(Signature)**

  
**Date**

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Klaus Leitenbauer, Business Manager

**Contact Person**

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(530) 694-2495 x225

**Phone**