

**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:	Unrepresented		
Certificated, Classified, Other:	Classified Confidential, Supervisory and Management		

The proposed agreement covers the period beginning:	July 1, 2018 (date)	and ending:	June 30, 2021 (date)
---	------------------------	-------------	-------------------------

The Governing Board will act upon this agreement on:	March 12, 2019 (date)
--	---------------------------------

A. Proposed Change in Compensation

Compensation		Annual Cost Prior to Proposed Agreement: FY 2018-19	Fiscal Impact of Proposed Agreement		
			Year 1 Increase/(Decrease) FY 2018-19	Year 2 Increase/(Decrease) FY 2019-20	Year 3 Increase/(Decrease) FY 2020-21
1	Salary Schedule Increase (Decrease)	\$ 175,670 \$ -	\$ 5,270	\$ - \$ 5,532	\$ - \$ 5,809
			3.00%	3.06%	3.12%
2	Step and Column - Increase (Decrease) Due to movement plus any changes due to settlement	\$ - \$ -			\$ -
			0.00%	0.00%	0.00%
3	Other Compensation - Increase (Decrease)(Stipends, Bonuses, Longevity, Overtime, etc.)	\$ - .		\$ 3,000	\$ -
	Description of other compensation - overtime & vacation pay-outs				
4	Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare etc.	\$ 46,893	\$ 1,393	\$ 1,364	\$ 1,432
			2.97%	2.82%	2.72%
5	Health/Welfare Plans	\$ 32,060	\$ 962	\$ 3,314	\$ 1,060
			3.00%	10.04%	2.92%
6	Total Compensation - Increase (Decrease) (Total Lines 1-5)	\$ 254,623	\$ 7,625	\$ 13,210	\$ 8,301
7	Total Number of Represented Employees (Use FTEs if appropriate)	3.00			
8	Total Compensation <u>Average</u> Cost per Employee	\$ 84,874	\$ 2,542	\$ 4,403	\$ 2,767
			2.99%	5.04%	3.01%

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"?

Annualized percentage increase of 3% for 2018/19, 2019/20, and 2020/21 for each of the full years.

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

No

11. Please include comments and explanations as necessary.

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

In addition to the percentage increases noted above, a Professional Development Program will be implemented with possible stipends ranging from \$300 to \$1,500 annually based on the employee achieving various growth levels outside the workplace. The fiscal impact of the program is unknown at this time; however, it is not anticipated to be greater than \$5,000 per year

The District will buy-back unused personal days at the end of each fiscal year. In addition, the definition of Longevity was clarified in the agreement and will not be applied retroactively

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 2 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 ratios, 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.

The District agrees to assign a committee to review health insurance and include an Unrepresented Classified employee

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)?

N/A

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.)

Reductions from one time expenditures to rebuild and re-open Bear Valley School

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Unrestricted General Fund & Child Development Fund

Enter Bargaining Unit:

Unrepresented

	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)
REVENUES				
Revenue Limit Sources (8010-8099)	\$ 835,260	\$ -	\$ -	\$ 835,260
Remaining Revenues (8100-8799)	\$ 457,747	\$ -	\$ -	\$ 457,747
TOTAL REVENUES	\$ 1,293,007	\$ -	\$ -	\$ 1,293,007
EXPENDITURES				
Certificated Salaries (1000-1999)	\$ 8,196	\$ -	\$ -	\$ 8,196
Classified Salaries (2000-2999)	\$ 406,007	\$ 5,270	\$ -	\$ 411,277
Employee Benefits (3000-3999)	\$ 178,686	\$ 2,355	\$ -	\$ 181,041
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				
TOTAL EXPENDITURES	\$ 1,338,350	\$ 7,625	\$ -	\$ 1,345,975
OPERATING SURPLUS (DEFICIT)	\$ (45,343)	\$ (7,625)	\$ -	\$ (52,968)
TRANSFERS IN & OTHER SOURCES (8910-8979)	\$ 41,180	\$ -	\$ -	\$ 41,180
TRANSFERS OUT & OTHER USES (7610-7699)	\$ 41,180	\$ -	\$ -	\$ 41,180
CONTRIBUTIONS (8980-8999)	\$ -	\$ -	\$ -	\$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	\$ (45,343)	\$ (7,625)	\$ -	\$ (52,968)
BEGINNING BALANCE	\$ 1,186,209			\$ 1,186,209
Prior-Year Adjustments/Restatements (9793/9795)	\$ -			\$ -
CURRENT-YEAR ENDING BALANCE	\$ 1,140,866	\$ (7,625)	\$ -	\$ 1,133,241
COMPONENTS OF ENDING BALANCE:				
Reserved Amounts (9711-9740)		\$ -	\$ -	\$ -
Reserved for Economic Uncertainties (9789)	\$ 1,058,107	\$ (367,914)	\$ -	\$ 690,193
Designated Amounts (9775-9780)	\$ -	\$ 367,914	\$ -	\$ 367,914
Unappropriated Amount (9790)	\$ 82,759		\$ -	\$ 75,134

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Restricted General Fund

Unrepresented

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)
REVENUES				
Revenue Limit Sources (8010-8099)	\$ -	\$ -	\$ -	\$ -
Remaining Revenues (8100-8799)	\$ 98,000	\$ -	\$ -	\$ 98,000
TOTAL REVENUES	\$ 98,000	\$ -	\$ -	\$ 98,000
EXPENDITURES				
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				
TOTAL EXPENDITURES	\$ 84,500	\$ -	\$ -	\$ 84,500
OPERATING SURPLUS (DEFICIT)	\$ 13,500	\$ -	\$ -	\$ 13,500
TRANSFERS IN & OTHER SOURCES (8910-8979)	\$ -	\$ -	\$ -	\$ -
TRANSFERS OUT & OTHER USES (7610-7699)	\$ -	\$ -	\$ -	\$ -
CONTRIBUTIONS (8980-8999)	\$ -	\$ -	\$ -	\$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	\$ 13,500	\$ -	\$ -	\$ 13,500
BEGINNING BALANCE	\$ 101,076			\$ 101,076
Prior-Year Adjustments/Restatements (9793/9795)	\$ -			\$ -
CURRENT-YEAR ENDING BALANCE	\$ 114,576	\$ -	\$ -	\$ 114,576
COMPONENTS OF ENDING BALANCE:				
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				
Unrepresented				
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)
REVENUES				
Revenue Limit Sources (8010-8099)	\$ 835,260	\$ -	\$ -	\$ 835,260
Remaining Revenues (8100-8799)	\$ 555,747	\$ -	\$ -	\$ 555,747
TOTAL REVENUES	\$ 1,391,007	\$ -	\$ -	\$ 1,391,007
EXPENDITURES				
Certificated Salaries (1000-1999)	\$ 8,196	\$ -	\$ -	\$ 8,196
Classified Salaries (2000-2999)	\$ 431,007	\$ 5,270	\$ -	\$ 436,277
Employee Benefits (3000-3999)	\$ 186,089	\$ 2,355	\$ -	\$ 188,444
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				
TOTAL EXPENDITURES	\$ 1,422,850	\$ 7,625	\$ -	\$ 1,430,475
OPERATING SURPLUS (DEFICIT)	\$ (31,843)	\$ (7,625)	\$ -	\$ (39,468)
TRANSFERS IN & OTHER SOURCES (8910-8979)	\$ 41,180	\$ -	\$ -	\$ 41,180
TRANSFERS OUT & OTHER USES (7610-7699)	\$ 41,180	\$ -	\$ -	\$ 41,180
CONTRIBUTIONS (8980-8999)	\$ -	\$ -	\$ -	\$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	\$ (31,843)	\$ (7,625)	\$ -	\$ (39,468)
BEGINNING BALANCE	\$ 1,287,285			\$ 1,287,285
Prior-Year Adjustments/Restatements (9793/9795)	\$ -			\$ -
CURRENT-YEAR ENDING BALANCE	\$ 1,255,442	\$ (7,625)	\$ -	\$ 1,247,817
COMPONENTS OF ENDING BALANCE:				
Reserved Amounts (9711-9740)	\$ 114,576	\$ -	\$ -	\$ 114,576
Reserved for Economic Uncertainties (9789)	\$ 1,058,107	\$ (367,914)	\$ -	\$ 690,193
Designated Amounts (9775-9780)	\$ -	\$ 367,914	\$ -	\$ 367,914
Unappropriated Amount - Unrestricted (9790)	\$ 82,759	\$ (7,625)	\$ -	\$ 75,134
Unappropriated Amount - Restricted (9790)	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties Percentage	74.37%			48.25%

* Please see question on page 7.

I. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Combined General Fund & Child Development Fund			
Enter Bargaining Unit:		Unrepresented	
	Proposed 2018-19 Total Current Budget After Settlement	2019-20 First Subsequent Year After Settlement	2020-21 Second Subsequent Year After Settlement
REVENUES			
Revenue Limit Sources (8010-8099)	\$ 835,260	\$ 851,965	\$ 870,502
Remaining Revenues (8100-8799)	\$ 555,747	\$ 548,247	\$ 548,247
TOTAL REVENUES	\$ 1,391,007	\$ 1,400,212	\$ 1,418,749
EXPENDITURES			
Certificated Salaries (1000-1999)	\$ 8,196	\$ 8,296	\$ 8,396
Classified Salaries (2000-2999)	\$ 436,277	\$ 449,328	\$ 430,095
Employee Benefits (3000-3999)	\$ 188,444	\$ 197,207	\$ 199,991
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		\$ -	\$ -
TOTAL EXPENDITURES	\$ 1,430,475	\$ 1,452,389	\$ 1,436,040
OPERATING SURPLUS (DEFICIT)	\$ (39,468)	\$ (52,177)	\$ (17,291)
TRANSFERS IN & OTHER SOURCES (8910-8979)	\$ 41,180	\$ 41,180	\$ 41,180
TRANSFERS OUT & OTHER USES (7610-7699)	\$ 41,180	\$ 41,480	\$ 41,480
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	\$ (39,468)	\$ (52,477)	\$ (17,591)
BEGINNING BALANCE	\$ 1,287,285	\$ 1,247,817	\$ 1,195,340
CURRENT-YEAR ENDING BALANCE	\$ 1,247,817	\$ 1,195,340	\$ 1,177,749
COMPONENTS OF ENDING BALANCE:			
Reserved Amounts (9711-9740)	\$ 114,576	\$ -	\$ -
Reserved for Economic Uncertainties - Unrestricted (9789)	\$ 690,193	\$ 821,873	\$ 808,369
Reserved for Economic Uncertainties - Restricted (9770)	\$ -	\$ -	\$ -
Other Assignments (9780)	\$ 367,914	\$ 373,467.25	\$ 369,380
Unappropriated Amounts - Unrestricted (9790)	\$ 75,134	\$ -	\$ -
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)	\$ 1,471,655	\$ 1,493,869	\$ 1,477,520
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	\$ 367,914	\$ 373,467	\$ 369,380

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

a.	General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9789)	\$ 690,193	\$ 821,873	\$ 808,369
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	\$ 772,952	\$ 821,873	\$ 808,369
h.	Reserve for Economic Uncertainties Percentage	52.52%	55.02%	54.71%

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

2018-19

Yes

☒

No

☐

2019-20

Yes

☒

No

☐

2021-22

Yes

☒

No

☐

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:

N/A

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:

Budget Adjustment Categories:	Budget Adjustment Increase (Decrease)
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.

County Superintendent (or Designee)
(Signature)


Date

Board President (or Clerk)
(Signature)


Date

Klaus Leitenbauer, Business Manager

Contact Person

(530) 694-2495 x225

Phone