

**SAN MATEO COUNTY**  
**PUBLIC DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT**  
in Accordance with AB 1200 (Chapter 1213/1991), AB 2756 (Statutes of 2004), GC 3547.5, and CCR, Title V, Section 15449

Name of School District: **San Mateo Union High School District**

Name of Bargaining Unit: **Confidentials**

Certificated, Classified, Other: **Classified Confidentials**

The proposed agreement covers the period beginning: **July 1, 2019** and ending: **June 30, 2020**  
(date) (date)

The Governing Board will act upon this agreement at its meeting on: **9/12/2019**  
(date)

*(Note: This form, along with a copy of the proposed agreement, must be submitted to the county office at least ten (10) working days prior to the date the governing board will take action.)*

**A. Proposed Change in Compensation**

Compensation	Annual Cost Prior to Proposed Agreement FY 19-20	Fiscal Impact of Proposed Agreement		
		Year 1 Increase/(Decrease) FY 19-20	Year 2 Increase/(Decrease) FY ____ - ____	Year 3 Increase/(Decrease) FY ____ - ____
1 Salary Schedule Increase (Decrease)	\$ 721,459	\$ 32,033	\$ -	\$ -
		4.4400%	0.0000%	0.0000%
2 Step and Column - Increase (Decrease) Due to movement plus any changes due to settlement	\$ -	\$ -	\$ -	\$ -
		%	%	%
3 Other Compensation - Increase (Decrease) (Stipends, Bonuses, Longevity, overtime, etc.)	\$ -	\$ -	\$ -	\$ -
		%	%	%
Description of other compensation:		\$ -		
4 Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicate etc.	\$ 219,096	\$ 9,667	\$ -	\$ -
		4.4125%	0.0000%	0.0000%
5 Health/Welfare Plans:	\$ -	\$ -	\$ -	\$ -
		%	%	%
Description of health & welfare plans:				
6 Total Compensation - Increase (Decrease) (Total Lines 1-5)	\$ 940,555	\$ 41,700	\$ -	\$ -
7 Total Number of Represented Employees (Use FTEs if appropriate)	7.00			
8 Total Compensation <u>Average</u> Cost per Employee	134,364.95	5,957.18	0	0
		4.43%	0.00%	0.00%

9. Please provide summary of negotiated agreement. 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"?

2019-20 salary schedule shall increase by 4.44% effective 7/1/19.

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

**No.**

11. Does this bargaining unit have any recipients of life time benefits? If so, please indicate number of FTEs and health & welfare amounts.

**No.**

12. A. Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes ☒ No ☐  
If yes, please describe the cap amount.

**Approximately \$23,600 for Family Medical, Dental & Vision.**

- B. Describe any negotiated changes in non-compensation items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

**None.**

- C. Are reduction to budget or program necessary 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.)

**No.**

- 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 spending in the current or subsequent year(s)? "Deficit Spending" 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, we are spending down a large ending balance.**

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

**NA**

- G. Source of Funding for Proposed Agreement  
1. Current Year

**General Fund.**

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years (i.e. Revenue Limit COLA, staffing reductions, staffing ratio changes, one-time sources, etc.?)

**Property Taxes**

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.)

**NA**

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

### Unrestricted General Fund

Enter Bargaining Unit: SMUHSD Management (Non-Represented)

	Column 1	Column 2	Column 3	Column 4
	Latest Board-Approved Budget Before Settlement (As of 06/20/2019)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
<b>REVENUES</b>				
Revenue Limit Sources (8010-8099)	\$ 152,040,996	\$ -	\$ -	\$ 152,040,996
Remaining Revenues (8100-8799)	\$ 7,092,109	\$ -	\$ -	\$ 7,092,109
<b>TOTAL REVENUES</b>	\$ 159,133,105	\$ -	\$ -	\$ 159,133,105
<b>EXPENDITURES</b>				
Certificated Salaries (1000-1999)	\$ 60,612,502	\$ -	\$ -	\$ 60,612,502
Classified Salaries (2000-2999)	\$ 21,561,313	\$ -	\$ -	\$ 21,561,313
Employee Benefits (3000-3999)	\$ 31,463,789	\$ -	\$ -	\$ 31,463,789
Books and Supplies (4000-4999)	\$ 5,115,690	\$ -	\$ -	\$ 5,115,690
Services, Other Operating Expenses (5000-5999)	\$ 10,037,918	\$ -	\$ -	\$ 10,037,918
Capital Outlay (6000-6599)	\$ 400,000	\$ -	\$ -	\$ 400,000
Other Outgo (7100-7299) (7400-7499)	\$ 257,950	\$ -	\$ -	\$ 257,950
Direct Support/Indirect Cost (7300-7399)	\$ (125,000)	\$ -	\$ -	\$ (125,000)
Other Adjustments				
<b>TOTAL EXPENDITURES</b>	\$ 129,324,162	\$ -	\$ -	\$ 129,324,162
OPERATING SURPLUS (DEFICIT)	\$ 29,808,943	\$ -	\$ -	\$ 29,808,943
TRANSFERS IN & OTHER SOURCES (8910-8979)	\$ -	\$ -	\$ -	\$ -
TRANSFERS OUT & OTHER USES (7610-7699)	\$ 3,696,906	\$ -	\$ -	\$ 3,696,906
CONTRIBUTIONS (8980-8999)	\$ (28,665,347)	\$ -	\$ -	\$ (28,665,347)
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	\$ (2,553,310)	\$ -	\$ -	\$ (2,553,310)
BEGINNING BALANCE	\$ 22,544,621			\$ 22,544,621
Prior-Year Adjustments/Restatements (9793/9795)	\$ -			\$ -
CURRENT-YEAR ENDING BALANCE	\$ 19,991,311	\$ -	\$ -	\$ 19,991,311
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable (9711-9719)	\$ 55,000	\$ -	\$ -	\$ 55,000
Restricted (9730-9749)	\$ -	\$ -	\$ -	\$ -
Committed (9750-9769)	\$ 14,628,775	\$ -	\$ -	\$ 14,628,775
Stabilization Arrangements (9750)	\$ -	\$ -	\$ -	\$ -
Assigned (9770-9788)	\$ -	\$ -	\$ -	\$ -
Unassigned (9789-9790)	\$ 5,307,536	\$ -	\$ -	\$ 5,307,536

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

### Restricted General Fund

Enter Bargaining Unit: SMUHSD Management (Non-Represented)

	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 06/20/2019)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
<b>REVENUES</b>				
Revenue Limit Sources (8010-8099)	\$ 4,359,185	\$ -	\$ -	\$ 4,359,185
Remaining Revenues (8100-8799)	\$ 10,872,284	\$ -	\$ -	\$ 10,872,284
<b>TOTAL REVENUES</b>	\$ 15,231,469	\$ -	\$ -	\$ 15,231,469
<b>EXPENDITURES</b>				
Certificated Salaries (1000-1999)	\$ 9,063,456	\$ -	\$ -	\$ 9,063,456
Classified Salaries (2000-2999)	\$ 9,290,345	\$ -	\$ -	\$ 9,290,345
Employee Benefits (3000-3999)	\$ 14,054,146	\$ -	\$ -	\$ 14,054,146
Books and Supplies (4000-4999)	\$ 1,393,209	\$ -	\$ -	\$ 1,393,209
Services, Other Operating Expenses (5000-5999)	\$ 5,507,246	\$ -	\$ -	\$ 5,507,246
Capital Outlay (6000-6599)	\$ 150,000	\$ -	\$ -	\$ 150,000
Other Outgo (7100-7299) (7400-7499)	\$ 4,433,414	\$ -	\$ -	\$ 4,433,414
Direct Support/Indirect Cost (7300-7399)	\$ 5,000	\$ -	\$ -	\$ 5,000
Other Adjustments				
<b>TOTAL EXPENDITURES</b>	\$ 43,896,816	\$ -	\$ -	\$ 43,896,816
<b>OPERATING SURPLUS (DEFICIT)</b>	\$ (28,665,347)	\$ -	\$ -	\$ (28,665,347)
TRANSFERS IN & OTHER SOURCES (8910-8979)	\$ -	\$ -	\$ -	\$ -
TRANSFERS OUT & OTHER USES (7610-7699)	\$ -	\$ -	\$ -	\$ -
CONTRIBUTIONS (8980-8999)	\$ 28,665,347	\$ -	\$ -	\$ 28,665,347
<b>CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE</b>	\$ -	\$ -	\$ -	\$ -
<b>BEGINNING BALANCE</b>				\$ -
Prior-Year Adjustments/Restatements (9793/9795)	\$ -			\$ -
<b>CURRENT-YEAR ENDING BALANCE</b>	\$ -	\$ -	\$ -	\$ -
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable (9711-9719)	\$ -	\$ -	\$ -	\$ -
Restricted (9730-9749)	\$ -	\$ -	\$ -	\$ -
Committed (9750-9769)	\$ -	\$ -	\$ -	\$ -
Stabilization Arrangements (9750)	\$ -	\$ -	\$ -	\$ -
Assigned (9770-9788)	\$ -	\$ -	\$ -	\$ -
Unassigned (9789-9790)	\$ -	\$ -	\$ -	\$ -

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

### Combined General Fund

Enter Bargaining Unit: SMUHSD Management (Non-Represented)

	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 06/20/2019)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
<b>REVENUES</b>				
Revenue Limit Sources (8010-8099)	\$ 156,400,181	\$ -	\$ -	\$ 156,400,181
Remaining Revenues (8100-8799)	\$ 17,964,393	\$ -	\$ -	\$ 17,964,393
<b>TOTAL REVENUES</b>	\$ 174,364,574	\$ -	\$ -	\$ 174,364,574
<b>EXPENDITURES</b>				
Certificated Salaries (1000-1999)	\$ 69,675,958	\$ -	\$ -	\$ 69,675,958
Classified Salaries (2000-2999)	\$ 30,851,658	\$ -	\$ -	\$ 30,851,658
Employee Benefits (3000-3999)	\$ 45,517,935	\$ -	\$ -	\$ 45,517,935
Books and Supplies (4000-4999)	\$ 6,508,899	\$ -	\$ -	\$ 6,508,899
Services, Other Operating Expenses (5000-5999)	\$ 15,545,164	\$ -	\$ -	\$ 15,545,164
Capital Outlay (6000-6599)	\$ 550,000	\$ -	\$ -	\$ 550,000
Other Outgo (7100-7299) (7400-7499)	\$ 4,691,364	\$ -	\$ -	\$ 4,691,364
Direct Support/Indirect Cost (7300-7399)	\$ (120,000)	\$ -	\$ -	\$ (120,000)
Other Adjustments				
<b>TOTAL EXPENDITURES</b>	\$ 173,220,978	\$ -	\$ -	\$ 173,220,978
OPERATING SURPLUS (DEFICIT)	\$ 1,143,596	\$ -	\$ -	\$ 1,143,596
TRANSFERS IN & OTHER SOURCES (8910-8979)	\$ -	\$ -	\$ -	\$ -
TRANSFERS OUT & OTHER USES (7610-7699)	\$ 3,696,906	\$ -	\$ -	\$ 3,696,906
CONTRIBUTIONS (8980-8999)	\$ -	\$ -	\$ -	\$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	\$ (2,553,310)	\$ *	\$ -	\$ (2,553,310)
<b>BEGINNING BALANCE</b>	\$ 22,544,621			\$ 22,544,621
Prior-Year Adjustments/Restatements (9793/9795)	\$ -			\$ -
<b>CURRENT-YEAR ENDING BALANCE</b>	\$ 19,991,311	\$ -	\$ -	\$ 19,991,311
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable (9711-9719)	\$ 55,000	\$ -	\$ -	\$ 55,000
Restricted (9730-9749)	\$ -	\$ -	\$ -	\$ -
Committed (9750-9769)	\$ 14,628,775	\$ -	\$ -	\$ 14,628,775
Stabilization Arrangements (9750)	\$ -	\$ -	\$ -	\$ -
Assigned (9770-9788)	\$ -	\$ -	\$ -	\$ -
Unassigned (9789-9790)	\$ 5,307,536	\$ -	\$ -	\$ 5,307,536

\* If the total amount of the Adjustment in Col. 2 does not agree with the amount of the Total Compensation Increase (Decrease) in Section A, Line 6, Page 1, explain the variance below: The district adopted the 2019-20 budget with a 4.44% increase.

**I. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT FISCAL YEARS****Multiyear Projection - Combined General Fund**

Enter Bargaining Unit: SMUHSD Management (Non-Represented)

	<b>FY 2019-2020</b>	<b>FY 2020-2021</b>	<b>FY 2021-2022</b>
	Total Current Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>			
Revenue Limit Sources (8010-8099)	\$ 156,400,181	\$ 164,748,922	\$ 172,101,162
Remaining Revenues (8100-8799)	\$ 17,964,393	\$ 17,008,051	\$ 17,041,337
<b>TOTAL REVENUES</b>	\$ 174,364,574	\$ 181,756,973	\$ 189,142,499
<b>EXPENDITURES</b>			
Certificated Salaries (1000-1999)	\$ 69,675,958	\$ 71,384,170	\$ 73,623,045
Classified Salaries (2000-2999)	\$ 30,851,658	\$ 31,568,973	\$ 32,398,914
Employee Benefits (3000-3999)	\$ 45,517,935	\$ 48,250,030	\$ 49,261,751
Books and Supplies (4000-4999)	\$ 6,508,899	\$ 5,943,865	\$ 5,941,580
Services, Other Operating Expenses (5000-5999)	\$ 15,545,164	\$ 15,520,083	\$ 15,712,946
Capital Outlay (6000-6999)	\$ 550,000	\$ 550,000	\$ 550,000
Other Outgo (7100-7299) (7400-7499)	\$ 4,691,364	\$ 5,050,035	\$ 5,437,026
Direct Support/Indirect Cost (7300-7399)	\$ (120,000)	\$ (120,000)	\$ (120,000)
Other Adjustments		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ 173,220,978	\$ 178,147,156	\$ 182,805,262
<b>OPERATING SURPLUS (DEFICIT)</b>	\$ 1,143,596	\$ 3,609,817	\$ 6,337,237
<b>TRANSFERS IN &amp; OTHER SOURCES (8910-8979)</b>	\$ -	\$ -	\$ -
<b>TRANSFERS OUT &amp; OTHER USES (7610-7699)</b>	\$ 3,696,906	\$ 3,447,207	\$ 3,517,079
<b>CONTRIBUTIONS (8980-8999)</b>	\$ -	\$ -	\$ -
<b>CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE</b>	\$ (2,553,310)	\$ 162,610	\$ 2,820,158
<b>BEGINNING BALANCE</b>	\$ 22,544,621	\$ 19,991,311	\$ 20,153,921
<b>CURRENT-YEAR ENDING BALANCE</b>	\$ 19,991,311	\$ 20,153,921	\$ 22,974,079
<b>COMPONENTS OF ENDING BALANCE:</b>			
Nonspendable (9711-9719)	\$ 55,000	\$ 55,000	\$ 55,000
Restricted (9730-9749)	\$ -	\$ -	\$ -
Committed (9750-9769)	\$ 14,628,774	\$ 14,651,090	\$ 17,329,409
Stabilization Arrangements (9750)	\$ -	\$ -	\$ -
Assigned (9770-9788)	\$ -	\$ -	\$ -
Unassigned (9789-9790)	\$ 5,307,537	\$ 5,447,831	\$ 5,589,670

## J. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES

### 1. State Reserve Standard

		FY 2019-2020	FY 2020-2021	FY 2021-2022
a.	Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 176,917,884	\$ 181,594,363	\$ 186,322,341
b.	State Standard Minimum Reserve Percentage for this District: <b>(enter percentage)</b> :	3.00%	3.00%	3.00%
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	\$ 5,307,537	\$ 5,447,831	\$ 5,589,670

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

a.	General Fund (Fund 01) Stabilization Arrangements, % Unassigned Fund Balance (includes Reserve for Economic Uncertainties)	\$ 5,307,537	\$ 5,447,831	\$ 5,589,670
b.	Special Reserve Fund (Fund 17) Unassigned Fund Balance	\$ -	\$ -	\$ -
c.	Total Available Reserves	\$ 5,307,537	\$ 5,447,831	\$ 5,589,670
d.	Reserve for Economic Uncertainties Percentage	3.00%	3.00%	3.00%

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

FY 2019-2020

Yes

☒

No

☐

FY 2020-2021

Yes

☒

No

☐

FY 2021-2022

Yes

☒

No

☐

### 4. If no, how do you plan to restore your reserves? Provide comments/explanations below:



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

*(The disclosure document must be signed by the district 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 the Chief Business Officer of San Mateo Union High School District (District), hereby certify that the District can meet the costs incurred under the Collective Bargaining Agreement between the District and Classified Confidential, during the term of the agreement from July 01, 2019 to June 30, 2020.



Kevin Skelly

**District Superintendent**

(Signature Over Printed Name)



Elizabeth McManus

**Chief Business Officer**

(Signature Over Printed Name)



Date



Date

**L. CERTIFICATION NO. 2**

*(The disclosure document must be signed by the district Superintendent or designee 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 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.

Kevin Skelly

**District Superintendent**

(Signature Over Printed Name)

Date

Vanessa Castano

Contact Person

(650) 558-2224

Phone

Greg Land

**President or Clerk of the Governing Board**

(Signature Over Printed Name)

Date