



Pathway to the Future

Berryessa Union School District

Will Ector, Jr., Superintendent

Measure K Oversight Committee Guidelines

The Measure K Oversight Committee will be considered a standing committee of the Board reporting to the Board of Trustees and will exist for the period of time Measure K is in effect. The Board of Trustees establishes this committee with the following role and operational

Role of the Committee

The role of the Measure K Oversight Committee will be two-fold, that of ensuring accountability for how the funds generated by Measure K and that they are consistent with the parameters of the Measure and assessing the impact of the programs/personnel funded by Measure K has on the students of the district. This will be accomplished by:

Fiscal Accountability

- Working with the district, and the district's independent auditors to annually review what Measure K funds were received, how they were allocated, and how they were spent;
- Determining if those funds were expended in accordance with the Measure's intent; and

Impact on Students

- Working with the district, the Committee will review the impact of Measure K funded programs/personnel on students/student learning.

Starting in September, 2014 the Committee will make annual reports to the Board on both the fiscal accountability and impact on students of programs/personnel funded by Measure K.

Committee Membership

Membership on the Measure K Oversight Committee will include the following categories and numbers of people:

- Community: 3 community members not related to an employee or having children currently in the district but reside within the district's boundaries.
- Parents: One parent with a child enrolled in the district from each of the three school "families" in the district.
- Employees: 6 employees with 2 members representing teachers, 2 members representing classified personnel, and two members representing management.
- Term of office will be 3 years.
- The Committee will select a president and vice-president annually.
- The Committee will select two of its members annually to participate on the District Budget Committee.
- The Superintendent will act as a non-voting Executive Officer to the Committee.
- Majority of current active members is needed for a quorum, (not counting vacancies).

Selection

The Board of Trustees will be responsible for the selection of the members of Measure K Oversight Committee.

- The Board will post/advertise the positions inside and outside of the district and on our web page for a period of not less than 3 weeks.
- A short written application process will be used to gather information about the candidates and their experience.

- In open meetings the Board of Trustees will select applicants to be interviewed, interview those candidates and determine whom to select as members of the Committee in each category. The Board will take action to appoint those candidates.

Meetings

The meetings of the Measure K Oversight Committee will:

- be posted and held in compliance with state open meeting laws;
- post agendas at the District Office, district schools and on the district web site at least 72 hours prior to each meeting;
- post minutes and other documents used by the Committee will be posted on the web site;
- allow public input and participation consistent with state open meeting laws;
- hold meetings at intervals and times determined by the Committee so as to allow for employee and public input; and
- hold meetings at the District Office.

Board Approval: March 10, 2009

Revised: December 16, 2014

Revised: May 12, 2015



Measure K Committee Meeting Minutes

Unadopted

May 11, 2016

District Office Board Room 1

1. The meeting was called to order at 5:07 p.m. by Ms. Donna Glanville, Committee President.
2. The Measure K Oversight Committee norms were reviews.
3. The March 1, 2016 meeting minutes were review and approved as read, Mr. Tyler Shewey motioned to approve, Ms. Karen Mattos 2nd the motion.
4. The list of vacancies was reviewed. Mr. Tyler Shewey's term ends on June 30, 2016, as well as Ms. Margot Sandoval's term. Mrs. Margot Sandoval has agreed to continue her term for another three years.
5. Ms. Phuong Le will present the Measure K Report to the board at the June 21st board meeting, as it was agreed to, at the March 1st Measure K meeting.
6. 2016 – 2017 Meetings:
 - September 7, 2016 @ 5:00 p.m.
 - December 7, 2016 @ 5:00 p.m.
 - To be determined
 - Report to the Board – To be determined
7. The 2016-17 Proposed Budget and the 2015-16 Proposed Expenses were presented by Ms. Tina Hsu. She explained that the Assessor's office will notify district sometime in October of 2017, as to the actual amount of revenue the district will receive for Measure K. As to the actual 2015-2016 expenses, she will not know until after the accounting books are closed in June 30, 2016.

Ms. Anh Le asked how the summer Math Program was being funded. Ms. Karen Mattos explained that the funding was coming from a grant from the Silicon Valley Education Foundation, and ALearn. Some of the funding is also being paid for by the District, from Title I funds.
8. The meeting adjourned at 5:20 p.m.

BOARD OF TRUSTEES

Thelma Boac

Richard Claspill

David Cohen

Hugo Jimenez

Khoa Nguyen

MEASURE K COMMITTEE MEMBERS

August 9, 2016

Name	Representative	Appointment/ Reappointment	Ending Term Date	Years of Services
Phuong Le	District Representative			
Anh (Lam) Le	Parent/SMT Family	8/11/15	6/30/18	7
Vacant	Parent/MM Family			
Christy Boyd	Parent/PMT Family	4/12/16	06/30/19	New
Vacant	Community			
Vacant	Community			
Vacant	Community			
Donna Glanville	Classified/CSEA	8/11/15	6/30/18	7
Pete Reyes	Classified/Teamsters	8/11/15	6/30/18	7
Jan Anderson	Certificated/CTAB	8/11/15	6/30/18	7
Vacant	Certificated/CTAB			
Karen Mattos	Management	8/11/15	6/30/18	4
Margot Sandoval	Management	8/9/16	6/30/19	3

Parcel Assessments

2009-2017

September 07, 2016

Fiscal Year	Measure	Total Waivers Submitted	Total Parcels Collected	Total Revenue
2009/10	W	569	21648	\$ 1,710,192.00
2010/11	W	573	21640	\$1,709,560.00
2011/12	W	595	21615	\$1,707,585.00
2012/13	W	576	21693	\$1,713,747.00
2013/14	W	603	21805	\$1,722,595.00
2014/15	K	589	22140	\$1,749,060.00
2015/16	K	603	22,351	\$1,765,729.00
2016/17	K	571	22,426	\$1,771,654.00

Berryessa Union School District

Measure K FY 2016/17 Adopted Budget

Proposed Budget Allocations			
Beginning Balance			\$ -
Revenue			\$ 1,764,429
	Total Available Fund		\$ 1,764,429
Expense	Program Description	FTE	
821	Math Program	4	445,259
822	Science Program	4	396,712
823	Library Services	8.38	549,248
824	Counselors	1	115,896
820	Measure W ADM Fee		1,450
825	Technology		255,864
	Total Expense		\$ 1,764,429
Balance			\$ -

Berryessa Union School District

Measure K FY 2015/16 Actual

Proposed Budget Allocations			
Beginning Balance			\$ -
Revenue			\$ 1,746,492
	Total Available Fund		\$ 1,746,492
Expense	Program Description	FTE	
821	Math Program	4	395,704
822	Science Program	4	361,223
823	Library Services	8.38	518,557
824	Counselors	1	103,791
820	Measure W ADM Fee		1,524
825	Technology		365,693
	Total Expense		\$ 1,746,492
Balance			\$ (0)