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Superintendent

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MEASURE K COMMITTEE Via ZOOM MEETING

Tuesday, June 8, 2021 at 3:30 PM

A G E N D A

Join Zoom Meeting

<https://busd-net.zoom.us/j/84894237964?pwd=VG94bjVkZ3ZCSkdKQ2lMWiFNVdYdz09>

Meeting ID: 848 9423 7964
Password: ME2S29

Dial by your location
+1 669 900 6833 US (San Jose)

Meeting ID: 848 9423 7964
Password: 521520

The following items will be discussed/acted upon:

- | | | |
|---|----------------------------|-----------------------------------|
| 1. Welcome and Introduction | Information/
Discussion | Christy Boyd |
| 2. Measure K oversight Committee Guidelines | Information/ | Christy Boyd |
| 3. Parcel Tax Overview | Information/
Discussion | Kevin Franklin
Margot Sandoval |
| 4. Review/Approve March 16, 2021 Minutes | Review/Action | Margot Sandoval |
| 5. 2021 – 2022 Meeting Dates Selection | Review/Action | Christy Boyd |
| 6. Report to the Board – June 15, 2021 | Review | Margot Sandoval |
| 7. 2021-2022 Proposed Budget and
2020-2021 Estimated Actuals | Review | Josh Quitoriano |
| 8. Update on Vacancies | Discussion | Margot Sandoval |
| 9. Adjournment | Action | Christy Boyd |

BOARD OF TRUSTEES

Thelma Boac

Hugo Jiménez

Khoa Nguyen

Jai Srinivasan

Kansen Chu



Berryessa Union School District

Roxane Fuentes, Ed.D., 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

March 16, 2021

Meeting Via Zoom

1. The meeting was called to order at 3:34 p.m. Sally Owyang introduced Ginger Jenzen, newest committee member.

Attendees: Christy Boyd, Martin Cisneros, Ginger Jenzen, Sally Owyang, Margot Sandoval, Joshua Quitoriano, and Kevin Franklin

2. The January 5, 2021 minutes were reviewed and adopted as read. Motioned by Margot Sandoval, 2nd by Christy Boyd.
3. A Technology Expense report was presented and reviewed by the committee with the guidance of Martin Cisneros, and Josh Quitoriano. Josh Quitoriano explained the balances and expenses for each category in Technology. As salaries increase, the Technology budget decreases. Some of the contracts are ongoing contracts, and as the designated amount reduces, those contracts/expenses will be transferred to the general account. The funds the district receives is also reduced due to refunds approved for seniors who have applied for a waiver. Martin shared that the need for hot spots for District students are still in need.
4. The Committee vacancies were reviewed. Sally Owyang shared an idea to keep future meetings via Zoom as an option for anyone who would like to attend, and make it easier for future committee members. Margot Sandoval commented that there was only one additional CTAB vacancy, not two.
5. Josh Quitoriano presented the 2021-2022 Proposed Budget Timeline. He explained the due dates for each deadline. The Business Department is currently in the budget season, preparing to close the current budget and planning the 2021-2022 budget for the District.
6. Future meeting dates were reviewed. Margot Sandoval agreed to present the Measure K update to the board at the June 1st meeting.

Future Meeting:

- June 8, 2021 Measure K Meeting
 - June 15, 2021 Board Meeting
7. The meeting adjourned at 4:14 p.m. Motioned by Ginger Jenzen, and 2nd by Christy Boyd.

BOARD OF TRUSTEES

Thelma Boac

Hugo Jiménez

Khoa Nguyen

Jai Srinivasan

Kansen Chu

Berryessa Union School District 2021-2022 SCHOOL YEAR CALENDAR 180 Student Days

Legend	
First Day of School	New Teachers Report
Last Day of School	All Teachers Report
Pupil Holidays	Teacher Prof. Dev. Day
() # of Student Days	

July (0)				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

November (16)				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

March (23)				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

August (12)				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

December (13)				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

April (15)				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

September (17)				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

January (20)				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

May (21)				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

October (20)				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

February (15)				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28				

June (8)				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

11 - Veterans Day

22 - 26 Thanksgiving Break

16 - First Day of School

20 - 31 Winter Break

31 - New Year's Eve Day

15 - 22 Spring Break

6 - Labor Day

1 - New Year's Day

17 - Dr. King Day

30 - Memorial Day

21 - 25 President's Break

10 - Last Day of School

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BERRYESSA UNION SCHOOL DISTRICT

Measure K Annual Report to the Board of Trustees

June 15, 2021

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MEASURE K COMMITTEE MEETINGS

- October 6, 2020 - Cancelled
- January 5, 2021
- March 16, 2021
- June 8, 2021

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MEASURE K COMMITTEE MEMBERS

- Certificated Representative
 - Ginger Jenzen
- Classified Representative
 - Sally Owyang
 - Lourdes Calande
- Community Representative
 - Judy Chia
 - Peter Dean
- Employee Representative
 - Margot Sandoval – Management
 - Christy Boyd– Management

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MEASURE K COMMITTEE VACANCIES

- Community Representative (1)
- Employee Representative (1)
 - CTAB
- Parent Representative (3)
 - Morrill Family
 - Piedmont Family
 - Sierramont Family

MEASURE K COMMITTEE OVERSIGHT RESPONSIBILITIES

- Fiscal Accountability
 - Annually review funds received
 - Completed October 22, 2019
 - How they were allocated, how they were spent
 - Completed October 22, 2019
- Impact on Students
 - Review impact of Measure K funded programs/personnel/student learning

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MEASURE K FUND 2020-21 ESTIMATED ACTUALS

• Teacher Salaries	\$ 1,023,632
• Math Program	\$ 567,096
• Science Program	\$ 456,536
• Library Services	\$ 419,701
• Counselors	\$ 163,120
• Technology	\$ 85,450
• Miscellaneous	\$ 2,053
<hr/>	
• TOTAL	\$ 1,693,956

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MEASURE K PROPOSED 2021-22 PROPOSED BUDGET ALLOCATION

• Teacher Salaries	\$ 1,050,093
• Math Program	\$ 574,265
• Science Program	\$ 475,828
• Library Services	\$ 674,817
• Counselors	\$ 85,423
• Technology	\$ 0
• Miscellaneous	\$ 2,053
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• TOTAL	\$ 1,812,386

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MEASURE “K” REPORT TO THE BOARD

- Questions?

Berryessa Union School District

Parcel Taxes Summary

FY 2020-21 ESTIMATED ACTUALS			
Beginning Balance			\$ -
Revenue			\$ 1,763,541
	Total Available Fund		\$ 1,763,541
Expense	Program Description	FTE	
821	Math Program	4.00	567,096
822	Science Program	4.00	456,536
823	Library Services	5.21	419,701
824	Counselors	1.00	163,120
820	Measure W ADM Fee	-	2,053
825	Technology	-	85,450
	Total Expense		\$ 1,693,956
Balance			\$ 69,585

FY 2021-22 Proposed Budget			
Beginning Balance			\$ 69,585
Revenue			\$ 1,762,014
	Total Available Fund		\$ 1,831,599
Expense	Program Description	FTE	
821	Math Program	4.00	574,265
822	Science Program	4.00	475,828
823	Library Services	8.13	674,817
824	Counselors	0.50	85,423
820	Measure W ADM Fee	-	2,053
825	Technology	-	
	Total Expense		\$ 1,812,386
Balance			\$ 19,213

