



# 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 used to gather information about the candidates and their experience.



## Measure K Committee Meeting Minutes

Unadopted

March 1, 2016

District Office Board Room 1

1. The meeting was called to order at 6:06 p.m. by Ms. Donna Glanville, Committee President.
2. The September 29, 2015 meeting minutes were review and approved as read.
3. The list of vacancies was reviewed. Ms. Sandoval will send out a request to the school principals to post a search for members on their newsletters.
4. The 2016-17 LCAP and Budget Adoption Timeline, adopted by the board on February 9, 2016, was shared with members.
5. It was recommended the time for the May 3<sup>rd</sup> meeting begin at 5:00 p.m. Motioned by Ms. Jan Anderson, 2<sup>nd</sup> by Ms. Karen Mattos.

If the committee can't find a committee member to present the Measure K report to the board at the June 21, 2016 meeting, the committee would like to designate Ms. Phuong Le as the presenter on behalf of the Measure K committee. Motioned by Ms. Karen Mattos, 2<sup>nd</sup> by Ms. Jan Anderson

It was recommended that the 2016-2017 Measure K meeting schedule be aligned with the Berryessa Bond Oversight Committee, with the Measure K Committee meetings to be scheduled at 5:00 p.m. Motioned by Ms. Karen Mattos, 2<sup>nd</sup> by Ms. Jan Anderson

### 2015 – 2016 Meetings:

- May 3, 2016 @ 5:00 p.m.
- Report to the Board – June 21, 2016 @ 6:00 p.m.

### 2016 – 2017 Meetings:

- September 7, 2016 @ 5:00 p.m.
- December 7, 2016 @ 5:00 p.m.
- Not Scheduled
- Report to the Board - Not Schedule

6. The meeting adjourned at 6:40 p.m.

### BOARD OF TRUSTEES

Thelma Boac

Richard Claspill

David Cohen

Hugo Jimenez

Khoa Nguyen

# MEASURE K COMMITTEE MEETING

May 11, 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	6
Vacant	Parent/MM Family			
Christy Boyd	Parent/PMT Family	4/12/16	06/30/19	
Vacant	Community			
Vacant	Community			
Tyler Shewey	Community	2/26/13	6/30/16	3
Donna Glanville	Classified/CSEA	8/11/15	6/30/18	6
Pete Reyes	Classified/Teamsters	8/11/15	6/30/18	6
Jan Anderson	Certificated/CTAB	8/11/15	6/30/18	6
Vacant	Certificated/CTAB			
Karen Mattos	Management	8/11/15	6/30/18	3
Margot Sandoval	Management	11/19/13	6/30/16	3

# 2016-2017 SCHOOL YEAR CALENDAR

180 Student Days

## Legend

First Day of School  
Last Day of School  
Pupil Holidays

New Teachers Report  
All Teachers Report  
Teacher Prof. Dev. Day  
( ) # of Student Days

July (0)						
M	T	W	T	F	S	S
	4	5	6	7	8	
	11	12	13	14	15	
	18	19	20	21	22	
	25	26	27	28	29	

4 - Fourth of July  
(observed)

August (8)						
M	T	W	T	F	S	S
	1	2	3	4	5	
	8	9	10	11	12	
	15	16	17	18	19	
	22	23	24	25	26	
	29	30	31			

12 - New Teachers Report  
15 - All Teachers Report  
16 - 17 Prof. Dev. Days  
22 - First Day of School

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

11 - Veterans' Day  
21 - 25 Thanksgiving Break

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

19 - Jan 2 - Winter Break

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

5 - Labor Day

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

16 - Dr. King Day  
(observed)

April (15)						
M	T	W	T	F	S	S
	3	4	5	6	7	
	10	11	12	13	14	
	17	18	19	20	21	
	24	25	26	27	28	

17 - 21 - Spring Break

May (22)						
M	T	W	T	F	S	S
	1	2	3	4	5	
	8	9	10	11	12	
	15	16	17	18	19	
	22	23	24	25	26	
	29	30	31			

29 - Memorial Day

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

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

20 - 24 - President's Break

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

9 - Last Day of School

## Berryessa Union School District

### Measure K FY 2016/17 Proposed 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 Projected Expense

Proposed Budget Allocations			
Beginning Balance			\$ -
Revenue			\$ 1,764,429
	Total Available Fund		\$ 1,764,429
Expense	Program Description	FTE	
	821 Math Program	4	409,242
	822 Science Program	4	369,692
	823 Library Services	8.38	546,960
	824 Counselors	1	107,013
	820 Measure W ADM Fee		1,450
	825 Technology		330,072
	Total Expense		\$ 1,764,429
Balance			\$ -