351 Ross Avenue – El Centro, CA Board of Trustees – Special Meeting AGENDA

Tuesday, June 26, 2012

6:00 P.M. (Open Session)

In accordance with the American Disabilities Act, if accommodations are required, please call the Superintendent's office 72 hours in advance at 760 336-4516 and every effort will be made to accommodate your request.

Please Note: Back-up documentation and attachments are available at the Central Union High School District Office upon request. From time-to-time writings that are public records, which are related to open session items on an agenda for a regular meeting, may be distributed to school board members after the posting of the agenda. Whenever this occurs, such writings will be available for public inspection at the Central Union High School District office located at 351 Ross Avenue, El Centro.

I.	CALL TO ORDER:	Time:
	1. Roll Call	
	2 Flag Salute	
II.	COMMUNICATIONS & RECOGNITIONS:	
III.	PUBLIC COMMENT SESSION:	
	At this time the Board will hear comments, presentation agenda. Speakers are to give their names and addressing minutes. The board reserves the right to limit presentation.	esses. Time limit for speakers is three
	all comments are being recorded.	idions. This meeting is being taped and
IV.	ACTION ITEMS:	
pp.	1. The Superintendent recommends the board at Approving the 2012-2013 Cash Transfers.	dopt board resolution #06262012-41
pp.	2. The Superintendent recommends the Board cor of disclosing and receiving public input on the purple of June 30, 2013 prior to final adoption.	
pp.	3. The Superintendent recommends the Board Actuals and adopt the 2012-2013 proposed budge budget report are available upon request)	
V.	ADJOURNMENT:	Time:

Agenda Posted: June 21, 2012 C. Thomas Budde, Superintendent Tuesday, July 10, 2012 @ 6:00 P.M.

DATE:

June 26, 2012

TO:

C. Thomas Budde, Superintendent

FROM:

Merritt Merten

SUBJECT:

ADOPT RESOLUTION # 06262012-41 OF THE CENTRAL UNION HIGH SCHOOL DISTRICT APPROVING THE 2012-13 CASH

TRANSFERS

ACTION

BACKGROUND:

The State of California is currently in a fiscal and cash crisis. In order to help the State's dismal cash situation, the Governor has proposed to defer monthly District allocations throughout the fiscal year which negatively affects cash flow. By approving the attached Resolution, the Superintendent/Assistant Superintendent will be able to transfer cash between District Funds in order to maintain cash within the General Fund to support payroll and payable payments so the District operations may continue.

ACTION REQUESTED:

The Superintendent requests the Board adopt Resolution # 06262012-41approving the Cash Transfers as proposed for the 2012-13 fiscal year.

ACTION:	MOTION:	SECOND:	
	AYES:	NOES:	
	ABSTENTIONS:		_

CENTRAL UNION HIGH SCHOOL DISTRICT RESOLUTION #06262012-41 CASH TRANSFERS

WHERAS, Education Code section 42600, District Budget Limitation on Expenditure, requires that the Central Union High School District Board of Trustees approve all fund transfers by means of written resolution approved by a majority vote of the Board; and

WHERAS, The Central Union High School District Board of Trustees recognizes that the State of California is experiencing a fiscal and cash crisis, and has proposed continuing to defer payments to schools, and

WHEREAS, The Central Union High School District Board of Trustees has designated the Superintendent and the Assistant Superintendent as agents responsible for maintaining the funds for the operation of the Central Union High School District; and

WHEREAS, The Central Union High School District Board of Trustees conducts matters, fiscal and otherwise, according to the laws specified in the California Education Code, Government Code, Board Policy, and other Applicable statute.

NOW, THEREFORE BE IT RESOLVED, That the Board authorizes the Superintendent and the Assistant Superintendent to make cash transfers within and between funds in order to maintain payroll and payable obligations during the current State fiscal and cash crisis for the 2012-13 fiscal year.

PASSED AND ADOPTED this 26th day of June, 2012 Board at a regular meeting by the following vote

Dr. C. Thomas Budde, Secretary of the Board	<u>June 26, 2012</u> Date
ABSTAINED:	
ABSENT:	
NOES:	
AYES:	

DATE: June 26, 2012

TO: Dr. C. Thomas Budde, Superintendent

FROM: Merritt Merten

SUBJECT: PUBLIC HEARING FOR THE PURPOSE OF DISCLOSING THE

2012-2013 PROPOSED BUDGET, PRIOR TO FINAL ADOPTION

ACTION

BACKGROUND:

Pursuant to Education Code Section 42103, the Board of Trustees shall hold a public hearing on the Budget for the year ending June 30, 2013, prior to final approval.

NOTICE OF PUBLIC HEARING

The Central Union High School District Hereby Gives Notice that a Public Hearing will be held as follows:

TOPIC OF HEARING:

2012-2013 Budget

The governing board of Central Union High School District will hold a public hearing on the BUDGET OF THE DISTRICT FOR THE YEAR ENDING JUNE 30, 2013, prior to Final Adoption as required by Education Code Section 42103.

The public hearing will be held at:

CUHSD OFFICE 351 Ross Avenue El Centro, CA 92243 June 26, 2012 6pm

The public is cordially invited to attend this meeting.

The proposed budget will be on file and available for public inspection at the following location and date should members of the public wish to review the budget prior to the public hearing.

CUHSD OFFICE 351 Ross Avenue El Centro, CA 92243 June 21, 2012 8am – 5pm

Anne J. Mallory, Superintendent Imperial County Office of Education

DISCUSSION/ALTERNATIVE/CONCERNS:

None

FINANCIAL IMPLICATIONS:

None

ACTION REQUESTED:

The Board is requested to hold a Public Hearing for the purpose of disclosing and receiving public input on the proposed budget for the year ending June 30, 2013 prior to final adoption.

ACTION:	MOTION:	SECOND:	
	AYES:	NOES:	117
	ABSTENTIONS:		

DATE:

June 26, 2012

TO:

Dr. C. Thomas Budde, Superintendent

FROM:

Merritt Merten

SUBJECT:

APPROVAL OF THE 2011-2012 ESTIMATED ACTUALS AND

THE 2012-2013 PROPOSED BUDGET

ACTION

BACKGROUND:

The 2011-2012 Estimated Actuals and the 2012-2013 Proposed Budget Financial Report summarizes the projected revenues, expenditures and changes in fund balances. A detailed narrative is attached.

DISCUSSION/ALTERNATIVE/CONCERNS:

None

FINANCIAL IMPLICATIONS:

As outlined in the Budget document and Narrative

ACTION REQUESTED:

The Board is requested to approve the 2011-2012 Estimated Actuals and the 2012-2013 Proposed Budget as presented.

ACTION:	MOTION:	SECOND:	
	AYES:	NOES:	J. L
	ABSTENTIONS:		

MEMO

To: C. Thomas Budde, Superintendent

From: Merritt Merten, Accountant

CC: Central Union High School District Board of Trustees

Date: June 26, 2012

Re: 2012-2013 Budget

Enclosed you will find the 2012-2013 Proposed Budget for the Central Union High School District. The following summary highlights the significant changes of the 2011-2012 Estimated Actuals to the 2012-2013 Budget.

Unrestricted Revenues:

- ★ Revenue Limit Sources decreased \$1,615,752. This net loss of revenue is due largely to the 'trigger' reductions based on the assumption that the tax initiatives in November will fail (\$1,723,869) as well as a net increase in SUI and a change in the deficit factor (\$125,228). Also a decrease in the PERS Reduction (\$22,393) and an increase in the Special Ed Transfer (\$5,282) are represented.
- ★ Federal Revenue decreased \$9,094. This is due to a one-time Federal AP Exam Fee Reimbursement that we do not anticipate in 2012-2013.
- ★ Other State Revenues decreased \$116,619. This decrease is largely due to Mandated Cost Reimbursements (\$76,659) received in 2011-2012 and not anticipated in 2012-2013. Also included are various net decreases in Other State Revenues (\$39,960).
- ★ Local Revenue decreased by \$134,850. This decrease is the result of the loss of revenue generated by an employees retirement (\$103,399), a decrease in anticipated interest (\$20,000) and a decrease in donations to sites (\$11,451).

Unrestricted Expenditures:

UNRESTRICTED			
Category	2011-2012 Estimated Actuals	2012-2013 Budget	Difference
Certificated Salaries	13,717,740	14,227,812	510,072
Classified Salaries	3,312,387	3,272,190	(40,197)
Employee Benefits	4,463,278	4,527,710	64,431
Books & Supplies	901,476	778,036	(123,440)
Services & Operating Expenses	2,367,725	2,346,139	(21,586)
Capital Outlay	171,748	51,420	(120,328)
Other Outgo (excluding Transfers of Indirect Cost	159,200	159,200	0
Other Outgo Transfers of Indirect Costs	(244,318)	(223,066)	21,251
Interfund Transfers In	-	-	0
Interfund Transfers Out	547,793	-	(547,793)
Contributions	1,892,179	1,785,773	(106,406)
Total	27,289,209	26,925,213	(363,996)

★ Certificated Salaries increased \$510,072.

★ Decreases

- ★ \$587,800 retirements/resignations
 ★ \$77,000 6th period assignments
 ★ \$107,600 shifts to restricted

* Increases

- ★ \$376,240 replacement/new teaching positions
- ★ \$28,386 substitutes/hourly
- ★ \$727,146 shifts from restricted (loss of Ed Jobs Funding)
- ★ \$150,700 step increases

- ★ Classified Salaries decreased \$40,197.
 - * Decreases
 - ★ \$9,200 salary shifts to Adult Ed Fund
 - ★ \$33,347 support/aide overtime
 - ★ \$5,450 clerical substitutes/overtime
 - * Increases
 - ★ \$7,800 column increases
- ★ Employee Benefits increased \$64,431.
 - * Decreases
 - ★ \$102,631 reduction in SUI rate
 - ★ \$13,100 PERS Reduction
 - * Increases
 - ★ \$93,200 Classified health & welfare
 - **★** \$44,800 STRS
 - **★** \$28,100 Medicare
 - * \$23,400 FICA
- **★ Books and Supplies** decreased \$123,440. The following adjustments are based on prior year expenditures.
 - * Decreases
 - ★ \$99,700 textbooks, materials & supplies
 - ★ \$19,440 non-capitalized equipment
 - ★ \$7,800 operations/maintenance supplies
 - * Increases
 - ★ \$1,000 graduation supplies
 - ★ \$1,500 other books/ref materials
 - ★ \$1,000 office supplies & fuel
- ★ Services and Operating Expenditures decreased \$21,586. The following adjustments are based on prior year expenditures.
 - * Decreases
 - **★** \$30,100 misc travel
 - **★** \$10,000 insurance
 - ★ \$3,400 dues & memberships
 - ★ \$96,700 professional services (Sup't Annuity)
 - ★ \$36,686 professional/consulting/operating

- ★ \$7,200 rentals, leases & repairs
- * Increases
 - ★ \$15,000 board elections
 - ★ \$39,200 direct costs
 - ★ \$71,600 utilities/services
 - ★ \$30,000 legal
 - ★ \$6,700 misc services
- ★ Capital Outlay decreased by \$120,328. The following adjustments are based on prior year expenditures.

* Decreases

- ★ \$70,400 Smart Boards (one time purchase)
- ★ \$35,000 loan to booster club for bleachers
- **★** \$13,000 maintenance
- ★ \$1,928 misc (data processing/theater)
- ★ Other Outgo (excluding Transfers of Indirect Costs) will remain the same.
- ★ Other Outgo Transfers of Indirect Costs decreased by \$21,251. This decrease is due to Direct Support/Indirect Costs Charges being updated.
- * Interfund Transfers In will remain zero.
- ★ Interfund Transfers Out will decrease \$547,793. The following are one-time transfers out.
 - **★** Decreases
 - ★ \$188,308 CUHS for Modernization Project
 - ★ \$165,709 Cafeteria for general purpose
 - ★ \$110,636 Cafeteria for CUHS Modernization Project
 - ★ \$83,140 Adult Ed (revenue movement, should have been in AE originally)
- ★ Contributions from unrestricted to restricted decreased \$106,406. The following adjustments are based on prior year expenditures.
 - * Decreases
 - ★ \$26,918 Home to School Transportation
 - ★ \$120,602 Routine Restricted Maintenance (some one-time purchases, plus some repairs that are not reoccurring)

* increases

★ \$41,114 – Special Education Transportation (carryover from other SE programs that are budgeted to relieve SE Transportation in 2011-2012 but not anticipated in 2012-2013)

Restricted Revenues:

- ★ Revenue Limit Sources decreased \$5,282. This decrease is due to our slight drop in ADA with regards to the Special Ed Revenue Limit Transfer.
- ★ Federal Revenue decreased \$1,290,878.
 - * Decreases
 - ★ \$70,773 Special Ed carryover
 - **★** \$17,690 Title I Migrant
 - **★** \$111,579 SFSF ARRA Funding
 - **★** \$877,381 Ed Jobs Funding
 - ★ \$161,501 Title I
 - ★ \$51,954 various other federal funding revenue
- ★ Other State Revenue increased by \$11,342. This increase is largely due to estimated carryover in EIA. We will update at First Interim when carryover is known.
- ★ Local Revenue decreased by \$269,711. This decrease is due to the following:
 - **★** Decreases
 - ★ \$118,493 Special Education RevenueTransfer
 - ★ \$126,834 Bus Emissions Grant
 - ★ \$12,851 misc local revenue
 - ★ \$11,533 Microsoft Voucher carryover

Restricted Expenditures:

RESTRICTED			
Category	2011-2012 Estimated Actuals	2012-2013 Budget	Difference
Certificated Salaries	3,131,363	2,323,300	(808,064)
Classified Salaries	1,743,678	1,712,299	(31,379)
Employee Benefits	1,251,028	1,105,474	(145,555)
Books & Supplies	1,978,762	1,032,130	(946,632)
Services & Operating Expenses	826,052	650,162	(175,890)
Capital Outlay	303,877	225,000	(78,877)
Other Outgo (excluding Transfers of Indirect Cost			0
Other Outgo Transfers of Indirect Costs	159,357	137,523	(21,834)
Interfund Transfers In	-		0
Interfund Transfers Out	295,882		(295,882)
Contributions	(1,892,179)	(1,785,773)	106,406
Total	7,797,820	5,400,114	(2,397,706)

- ★ **Certificated Salaries** decreased \$808,064. This is mainly due to a loss of Ed Jobs Funding, therefore salaries were transferred from restricted to unrestricted.
- ★ Classified salaries decreased \$31,379. This is due to a loss of a Special Education student that required specialized assistance.
- ★ Employee Benefits decreased \$145,555. This net decrease reflects the above changes in Certificated and Classified Salaries. This also includes a projected decrease in State Unemployment Insurance.
- ★ Books and Supplies decreased \$946,632. The most notable change here is regarding carryover. Since we don't know what these restricted programs will have in carryover until

the books are closed in August, carryover is updated at First Interim.

- ★ Services and Operating Expenditures decreased by \$175,890. This is another area that is impacted by unknown carryover amounts. This will be updated at First Interim.
- ★ Capital Outlay decreased by \$78,877. This is largely due to the difference in the pool repair at CUHS, as well as the purchase of water heaters at SHS in 2011-2012 and the estimated track repair at SHS planned for 2012-2013.
- ★ Other Outgo (excluding Transfers of Indirect Costs) had no changes at this time.
- ★ Other Outgo Transfers of Indirect Costs decreased by \$21,834. This decrease is due to Direct Support/Indirect Costs Charges being updated.
- ★ Interfund Transfers In had no changes at this time.
- ★ Interfund Transfers Out decreased by \$295,882. This is due to one-time transfer from Resource 9140-State School Building Fund to Fund 353-County School Facility Fund for the CUHS Modernization Project.
- **★ Contributions** from unrestricted to restricted increased \$106,406. The following adjustments are based on prior year expenditures.

* Decreases

- ★ \$26,918 Home to School Transportation
- ★ \$120,602 Routine Restricted Maintenance (some one-time purchases, plus some repairs that are not reoccurring)

* Increases

★ \$41,114 – Special Education Transportation (carryover from other SE programs that are budgeted to relieve SE Transportation in 2011-2012 but not anticipated in 2012-2013)

Reserves & Ending Balance

Unrestricted

The district is projecting an Unrestricted Ending Fund balance of \$7,392,498 of which \$7,320,358 is listed as Reserve for Economic Uncertainties (\$6,026,618 is for the State Deferrals and \$1,293,740 is for Economic Uncertainties). The remaining fund balance is designated for Revolving Cash (\$6,000) and Stores Inventory (\$66,140). It is important to note that at this time the State deferrals are estimated to be \$7,430,286, and we only have \$6,026,618 to set aside. Borrowing from other Funds or a TRAN will be necessary by the end of the 2012-2013 school year.

Restricted

The restricted ending balance totals \$376,138. It is composed of the following programs.

Components of Restricted Ending Fund Balance	Components of Restricted Ending Fund Balance
Special Education	21,000
Special Education/Mental Health	836
EIA	142,075
EIA LEP	197,227
School Bus Emissions	15,000
Total	376,138

Unrestricted Deficit/Surplus Spending

The Unrestricted General Fund is currently projected to end the year with a deficit of \$1,869,088. As previously discussed in this narrative, this is primarily due to the assumption that the tax initiatives in November will not pass. At this time, our plan is to use Ending Fund Balance to get us through the 2012-2013 year; this will become increasing difficult as this is not a long term solution and expenditure reductions will be needed for 2013-2014. The district staff is investigating possible budget cuts to propose to the board for consideration.

Restricted Deficit/Surplus Spending

The Restricted General Fund is estimated at this time to end with a deficit of \$11,707. It is important to remember that Restricted Programs have REB (restricted ending balance) and Carryover from PY (prior years), therefore this isn't true deficit spending.

Negotiations

Certificated Negotiations

As of the writing of this narrative, we are in the process of entering a TA with ECSTA. The proposed TA has no specific financial change to the districts budget. If ratified at the July board meeting as scheduled, the district will settle with this union for 2011-2012.

Classified Negotiations

The district has settled with CSEA through 2011-2012.







Fiscal Year 2011- 2012 Budget Explanations

	ā	Unrestricted General Fund	eneral Fund		
			2011-2012		
Object		2011-2012	Estimated	V	t L
+=	REVENUE		Acmais	Variance	Explanation
8010-8099	Revenue Limit Sources	22.860.978	22.836.633	(24 345)	RI State Aid and RDA
8100-8299	Federal Revenue	49,827	49.827		no change
8300-8299	Other State Revenue	3,173,227	3,244,754	71.527	increase in Tier III Revenue
8600-8799	Other I ocal Bavenie	744 940	900 700		increase in Leases/Rentals Revenue and
_	TOTALS	26 828 380	26 932 AAN	104 060	Oner Local Revenue
	EXPENDITURES			000'to	
1000-1999	Certificated Salaries	13,753,719	13.717.740	(35.979)	net result of decrease in estimated salaries due to termination and increase in coaches stinends
2000-2999	Classified Salaries	3,323,196	3,312,387	(10.810)	decrease in estimated salaries due to movement between General Fund & Cafeteria Fund
3000-3999	Employee Benefits	4,445,824	4,463,278	17.455	net result of the same reasoning as Certificated & Classified Salaries (decrease) and increase in budget for supplemental SUI invoices
4000-4999	Books and Supplies	874,346	901,476	27,131	net result of increase in materials & supplies and increase of operations supplies and decrease in non-capitalized equipment (some site adjustments)
5000-5999	Services & Other Operating Expenditures	2,220,433	2,367,725	147,292	net result of decrease in travel, electricity & rentals and increases in operations and legal (some site adjustments)
6669-0009	Capital Outlay	143,861	171.748	27.887	increase in maintenance equipment (one- time purchases)
7100-7299	Other Outgo (excluding Transfers of Indirects)	159,200	159,200		no change
7300-7399	Other Outgo Transfers of Indirects	(249,569)	(244,318)	5,252	decrease in indirect costs from other funds
-8929	Interfund Transfers In	1	3	2	no change
7600-7629	Interfund Transfers Out	534,195	547,793	13,598	increase transfer to Cafeteria Fund due to CUHS Modernization Project
0000					net result of increase contribution to Special Ed Transportation and decrease in Home-To-School Transportation and
_	TOTALS	7,836,903	27 2892,179	247 402	Routine Restricted Maintenance

(356,769)

(213,727)

Net increase (decrease) in fund balance

Fiscal Year 2011-2012 Budget Explanations

		Restricted General Fund	neral Fund		
400			2011-2012		
Codect		2011-2012	Estimated		
codes		2nd Interim	Actuals	Variance	Texal Care
띡					LADIBIIBIOII
	Revenue Limit Sources	341.824	341 824	-	
_	renue	3.819.336	3 832 162	42 828	
8300-8599 Other State Revenue	Revenue	1.360.041	1 606 AB2	24E A22	1
8600-8799 Other I ocal Boycon	O Constant			artiota a	increase in corrected carryover for EIA increase due to Transportation Grant
Į.	. Neverine	1,017,914	1,162,487	144,572	(7236) and Other Local Revenue
EXPENDITIBES	33	6,539,115	6,942,935	403,820	
LAT ENDIT OR					
1000-1999 Certificated Salaries	Salaries	3,120,954	3,131,363	10,409	increase in Ed Jobs Expenses due to increase in Ed Jobs Revenue
2000-2999 Classified Salaries	alaries	1,746,112	1,743,678	(2,434)	decr
3000-3999 Employee Benefits	Senefits	1,249,178	1,251,028	1,850	san
4000-4999 Books and Supplies	Supplies	0.01	4 070 762		net result of decrease in material & supplies, maintenance supplies & non-cap
			1,010,102	(32,031)	equipment and slight increase in tires
5000-5999 Services & (Services & Other Operating Expenditures	731,975	826,052	94,077	increase of operations & rentale
7100-7299 Capital Outlay		303,877	303,877	1	no change
	Other Outgo (excluding Transfers of Indirects)		•		
7300-7399 Other Outgo	Other Outgo Transfers of Indirects	150 257	450 257		no cnange
8900-8929 Interfund Transfers In	ansfers In	100,001	103,307	-	no change
7600-7629 Interfund Transfers Out	Snefere Out	1		1	no change
L	alibidia Out	295,882	295,882	•	no change
					Special Ed Transportation and decrease in
8980-8999 Contributions In	ısin	(1,836,903)	(1,892,179)	(55.276)	Routine Restricted Maintenance
IOTALS		7.781.846	7.797.820	15 974	

Net increase (decrease) in fund balance

(1,242,730)

(854,885)

1,850