

# Oakland Unified School District

*Board of Education*  
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## **Meeting Minutes Long - Final**

**Monday, October 16, 2017**

**6:00 PM**

**1900 12th Avenue South, Nashville, TN, United States  
KDOL TV Studio, B-237, Met West High School Entrance, 314 East 10th Street,  
Oakland, CA 94606-2291**

## **Budget and Finance Committee**

*Aimee Eng, Chair  
Shanthi Gonzales  
Roseann Torres*

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អ្នកណាដែលត្រូវការសេវាបកប្រែភាសាដោយផ្ទាល់មាត់ ឬជាលាយលក្ខណ៍អក្សរ ឬត្រូវការការជួយសម្រេចសម្រួលយ៉ាងសមរម្យមួយ ដើម្បីចូលរួមក្នុងកិច្ចប្រជុំសាធារណៈ ត្រូវផ្តល់ដំណឹងទៅកាន់ទីការិយាល័យនៃក្រុមប្រឹក្សាអប់រំ ឱ្យបានចិតសិចពី (72) ម៉ោងមុនកិច្ចប្រជុំ តាមរយៈទូរស័ព្ទលេខ [\(510\) 879-8199](tel:(510)879-8199) ឬតាមរយៈអ៊ីមែល [boe@ousd.org](mailto:boe@ousd.org) ឬទូរស័ព្ទ eTTY/TDD លេខ [\(510\) 879-2300](tel:(510)879-2300) ឬទូរសារលេខ [\(510\) 879-2299](tel:(510)879-2299)។

**الامتثال لفانون الأمريكيين ذوي الإعاقات (ADA) وتوفير الخدمات اللغوية**

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**A. Call to Order**

*Chairperson Aimee Eng called the meeting to order at 6:07 P.M.*

**B. Roll Call**

Present 3 - Roseann Torres  
Shanthi Gonzales  
Aimee Eng

**C. Speaker Request Cards/Modification(s) To Agenda**

**D. Adoption of Committee Minutes**



[17-2240](#)

**Minutes - Budget and Finance Committee - Regular Meeting - October 4, 2017**

Ratification by the Budget and Finance Committee of its Regular Meeting Minutes of October 4, 2017 prepared by Staff shortly after said Meeting.

**Attachments:** [17-2240 Minutes - Budget and Finance Committee - Regular Meeting - October 4, 2017](#)

**A motion was made by Torres, seconded by Eng, that the Minutes, Committee be Adopted . The motion carried by the following vote.**

Aye: 3 - Roseann Torres  
Shanthi Gonzales  
Aimee Eng

Non-voting: 0

Enactment No: 17-1514

**E. Adoption of the Committee General Consent Report**

*None*

**F. Unfinished Business**



[17-2099](#)

**Budget and Finance Committee - Revised Budget - 2017-2018**

Discussion and possible adoption by the Budget and Finance Committee of actions to revised the 2017-18 District adopted budget, including but not limited to the following:

**Part 1: Determining Fiscal Solvency Objectives for 17-18:** [60 minutes]; Review Revised Budget and determine short and long-term target goals for Board Reserve and Self-Insurance Fund; identify areas that may need increased funding in the

17-18 year including Reserve for Audit and Audit Findings and PEC/ECE/Food Services for 17-18; identify any other factors which may threaten fiscal solvency or could significantly impact budget in 17-18 year.

**Desired Outcome:** Identify target goals for fiscal solvency in 17-18 year to recommend to BOE for consideration at the 10/25 BOE Meeting.

- **Fiscal team** present on current status of budget challenges and identify the key issues (i.e. unfunded project list, Audit findings, possible increases in PEC/Nutrition Services, transportation costs, no reserve, restoring Fund 67 etc.)
- **Committee** to discuss each area in more depth and ask clarifying questions
- **Committee** to set objectives for 17-18
- How much we did we spend on Audit findings in last three years?

**Part 2: Proposed Strategies to Increase Savings.** [60 minutes]

- **Staff** presents reports to gain better understanding of how unrestricted general fund dollars are currently being used within Infrastructure, Supporting Schools, and School;
- **Staff** presents steps that are being taken to address above issues including opportunities for cost savings and expenditure reductions and current thinking on recommendations (if available)
- **Committee** presents recommended areas for further study and analysis for costs savings to consider including *Book and Supplies, Professional and Consulting Services, Certificated Supervisors and Administrators, and Classified Supervisors and Administrators* (see pages 2-3 in Budget Revision attached document)

**Desired Outcome:** Identify strategies to increase savings in 17-18 year to meet fiscal solvency objectives.

**Part 3: Determine Timeline and Next Steps for 17-18**

**Budget Revision** [15 minutes]

- **Committee** provides clear direction on next steps, timelines, and expectations for presentation on 10/25 and 11/8 BOE Meeting.
- **Committee** provides guidance or feedback on overall direction of mid-year budget adjustments as needed;

**Attachments:** [17-2099 Budget and Finance Committee - Revised Budget - 2017-2018](#)

*Troy Christmas, Consultant, presented the following and had discussion with the Committee members about:*

- *Revenue Highlights*
- *Enrollment increased by 549 Pupils from Adopted Budget\* leading to increases in:*
  - LCFF Revenue*
  - One-time block grant*
  - Mandated block grant*
  - State Lottery*
- *Redevelopment Agency (RDA) revenue projections revised upwards from Adopted Budget*
- *Anticipating lower enrollment, the 2017-18 budget was adopted based on 2016-17 ADA, which is allowable. Higher enrollment meant the ability to use current year ADA, representing a net increase of 242 ADA*
- *Expenditure Highlights*

*Public Speaker(s):*

*Carol Delton*

*The Committee members and Troy Christmas discussed:*

- *Comparison of 2017-18 Adopted Budget to Revised Budget: Summary of Unrestricted General Fund*
  - *Transportation*
  - *Next Steps*
- \$1.2M = Amount to restore reserves to 2% minimum requirement*  
*\$13.0M = Cushion to absorb any further unforeseen expenditure needs or adjustments to existing projections*

*Public Speaker(s):*

*Angelica Jongo*  
*Ismael Armendiaz*  
*John Baldo*  
*Claude*  
*Kim Davis*

*The Committee members and Troy Christmas discussed:*

- *The 3% reserves necessary?*

*Public Speaker(s):*

*Carol Delton*

*Rebecca Littlejohn, Risk Management Officer, discussed with the Committee members and spoke on:*

- *Self-Insurance Fund - provide information on what is covered in Fund 67*
- *OUSD has been a member of the Northern California Regional Liability*

*Excess Fund (NCR) Joint Powers Authority since July 1, 2008*

- *target goals for the fund based on annual actuarial study, and the risks of having a low balance in the Self Insurance Fund*
- *District is far below minimum recommended level for Self Insurance Fund*
- *The process of target goals for the Self-Insurance Fund and how to build it up to that level*
- *Fiscal staff presented charts to demonstrate how to achieve optimal level in Fund over next five and ten years*
- *Moving as quickly as possible to restore fund balance to last year as first step*

*Public Speaker(s):*

- Cluade*
- Carol Delton*
- Nima Tahai*
- Ismael Armendiaz*
- Angelica Jongo*
- Kim Davis*

*The Committee members and Troy Christmas discussed about the Historical Data on Restricted Programs Requiring Unrestricted General Fund Investments:*

- *Historical Financial Data Special Education*
- *Historical Financial Data Early Childhood Education – The shortfall is being cover by Title 1*
- *Historical Financial Data Nutrition Services*
- *reports detailing the use of Unrestricted General Fund dollars in four categories as proposed strategies to increase savings: Contracted Services, Books and Supplies, Certificated Administrators, and Classified Administrators*

*Public Speaker(s)*

- Claude*
- Carol Delton*
- Ismael Armendiaz*

*The Budget and Finance Committee is not in a place to recommend a number at this time because some of the areas are still uncertain.*

*Public Speaker(s):*

- Carol Delton*

**Discussed**

**Recess**

*Chairperson Eng Recessed the meeting at 9:04 P.M., October 16, 2017 and to Reconvene the meeting on October 19, 2017 at 9:00 A.M.*



[17-1112](#)

**Budget Development Calendar - Fiscal Year 2018-2019**

Discussion, with Chief Financial Officer or designee, and possible

adoption by Budget and Finance Committee of District's Budget Development Calendar, and Plans, Processes, Engagements, Benchmarks and Priorities, (recommendation(s) to Board of Education) for Fiscal Year 2018-2019.

**Attachments:** [17-1112 Budget Development Calendar \(Revised\) - Fiscal Year 2018-2019](#)

**Not Discussed and/or Taken Up**



[17-2097](#)

**Budget and Finance Committee - Status Report - Superintendent's Development of Implementation Plan - FCMAT Report of August 15, 2017**

Presentation to the Budget and Finance Committee by Chief Financial Officer or designee of Status Report on the development of Superintendent's Implementation Plan and proposed budget to address the key findings and recommendations of the FCMAT Fiscal Health Risk Analysis Report - August 15, 2017, for consideration by the Committee on October 16, 2017 and probable adoption by the Board of Education on October 25, 2017.

**Attachments:** [17-2097 Budget and Finance Committee - Status Report - Superintendent's Development of Implementation Plan - FCMAT Report of August 15, 2017](#)

**Not Discussed and/or Taken Up**

## G. New Business



[17-2208](#)

**Budget and Finance Committee - Details Requested - Post-Mortem Report - 2016-2017 Budget Crisis**

Adoption by the Budget and Finance Committee of recommendation to Board of Resolution No. 1718-0082 - Specifying Details Requested In The Post-Mortem Report On The 2016-2017 Budget Crisis.

**Attachments:** [17-2208 Budget and Finance Committee - Details Requested - Post-Mortem Report - 2016-2017 Budget Crisis](#)  
[17-2208 Resolution - Specifying Details Requested In The Post-Mortem Report On The 2016-2017 Budget Crisis](#)

**Postponed to a Date Certain**



[17-2209](#)

**Budget and Finance Committee - Rebuilding the Reserve - Economic Uncertainty - 3% - Self-Insurance Fund**

Adoption by the Budget and Finance Committee Resolution No. 1718-0083 specifying the expectations for rebuilding the Reserved for Economic Uncertainty to 3% to Self-Insurance Fund to 2015-2016 Closing of the Books level.

**Attachments:** [17-2209 Budget and Finance Committee - Rebuilding the Reserve - Economic Uncertainty - 3% - Self-Insurance Fund](#)

Postponed to a Date Certain

**H. Public Comments on All Non-Agenda Items Within the Subject Matter Jurisdiction of the Committee**

[17-2241](#)

**Public Comments on All Non-Agenda Items Within the Subject Matter Jurisdiction of the Budget and Finance Committee - October 16, 2017**

Public Comments on All Non-Agenda Items Within the Subject Matter Jurisdiction of the Budget and Finance Committee - October 16, 2017.

**No Comments**

**I. Introduction of New Legislative Matter**

**J. Adjournment**

Prepared By: \_\_\_\_\_

Approved By: \_\_\_\_\_