

**TWAIN HARTE-LONG BARN UNION SCHOOL DISTRICT
BOARD OF TRUSTEES**

**BOARD MEETING
MINUTES**

District Office – Board Room
18995 Twain Harte Drive
Twain Harte, CA 95383

WEDNESDAY, September 4, 2013, at 5:30 P.M.

Board President, Tracie Walters called the meeting to order at 5:30 p.m.

PUBLIC SESSION

1. CALL TO ORDER

- 1.1. Flag Salute
- 1.2. Roll Call

Members Present: Tim Hoffman-Brady
Tracie Walters
Eli Wingo
Ronda Bailey
Jim Jacobs

Members Absent:

Administrators Present: Jeff Winfield, Superintendent
Dan Mayers, Principal
Tonya Midget, CBO

Employees Present: Melissa Fagnani, Administrative Specialist I
Michele Harper, Administrative Specialist I

1.3. Agenda Review and Adoption

Motion to approve: Jim Jacobs

Second: Ronda Bailey

Vote: 5 ayes, 0 Noes, 0 absent, 0 abstentions

2. COMMENTS FROM THE PUBLIC:

Public asked about why the close session isn't at the beginning of the meeting. Jeff Winfield stated that the close meeting should be at the end of the meeting since there are guests here. There are also certain things that don't need to be discussed in a closed session and it save times.

3. COMMENTS FROM BOARD MEMBERS:

Board Members asked about the week off and how it will affect the teachers and students. Jeff Winfield stated that we aren't doing anything at this time, the days are emergency days and we are not required to make them up. The issue for Twain Harte will be how many snow days that we have to take and he is pretty sure that the State will ask us to use our snow days if we use more that we scheduled. We have a couple of them built in already so if we have a lot of days it may be that we will have to extend our days. Our goals is to maintain what we have on the schedule and squeak by this year. If there are four or more days then we should request a waiver but the State could say no that we need to build it into our calendar and make up one of our days.

Regular Session was closed at 5:36 pm
Public Hearing open at 5:36 pm

4. PUBLIC HEARING

4.1. Unaudited Actuals: 2012-2013

Tonya Midget presented the report to the Board and the Public. We increased our Revenue Over-expenditure's by \$225, 799.60 the restricted funds we spent some of our carryover to the tune of \$33,809 so we spent down the fund balance but the un-restricted revenue exceeded the expenditure by \$259, 608. That is very positive for Twain Harte for a change. The reason why was the big increase was we were ignoring what the County had to say about our property taxes increasing to be conservative because you never know until the last collection is made if the estimate by Ken Caetano are accurate so those exceed what had been budgeted by \$35,587 and then the 1/2 cent sales taxes brought Education Protection dollars was an additional \$60,690 that was kind of last minute. Interest income generated \$4500 was up by what had been budgeted by over a \$1000. Local revenues came in \$3,778 over what had been budgeted. The Fair Share Reduction that had been budgeted as a reduction to un-restricted sources because that is where it had been taken from the past in 2012-2013 was actually taken from our Home to School transportation allocation that went from one side of the ledger to the other so it was a net \$0 impact but it did inflate the un-restricted revenues and reduced the restricted side. Also total salaries and benefits reported a 2nd interim budget were under spent by \$4,578. Cost was down due to what was budgeted for Substitutes. The un-restricted Programs Supplies and Equipment was under spent by \$85,998, \$50,000 of the \$85,000 was textbooks funding, every year I budget for textbook purchase but it doesn't always get happen but we continue add to it and build it and save it for the next year. Next two years will be a big year's purchase of textbooks because of the Math and Language Arts adoption so we will be in good shape to offset this purchase. The restricted programs supply and equipment budgets were under spent by \$67,309. We budget more into transportation and we can take a look at changing this amount since we have some new buses and we haven't spent as much on repairs so that could decrease our current budget. On the Deferred Maintenance some of the money needs to be spent on paving and not sure what the plan is for this fund yet. We ended with \$517,875 in this fund. There are commitments that are set aside carryovers \$75,517 in carryover of un-restricted money then I line item what each of those are for each. For Technology \$9704 which is unused and will carryover for current year. Donations \$12,296 and Textbook carryover \$53,517 is for this purpose. Restricted carryover is \$63,885 all of that money is earmarked for a specific purpose. Then we have our reserved for Economics Uncertainties this if part of the 12% the rest in in Fund 17 that is the Board designated 12% and beyond that there is a \$1,075,000 in unappropriated money. We are back on track. We should address what we expect the Fund 25 shortfall to be there is a debt on this property that runs out on 2017-2018 and projecting the receipts that we had on the average on the Developer Fee Fund and then applying the debt service to we expect to receive the whole. It seems that is in the \$60,000 range of a shortfall. I will update this in the 1st interim. We collected in Developer Fee \$13,223.81 sometime the owner pay a developer fee but then ends up backing out and we have to pay back the fees. This isn't a real secure dollar figure. This year I estimate \$9000 in collection and \$1000 in interest. I can go ahead a prepare a transfer from the General Fund maybe half of what we think or maybe bring something forward and you can direct me. I can come to a meeting ahead of the 1st Interim and let you know what I find and get a recommendation for the 1st interim. That way we will have a better understanding what the amount should be. The encroachment on the Cafeteria fund was down to \$10,191 that was really good we had some transition in the cafeteria and still manage to do a great job not spending the kind of encroachment that we have seen in the past. The Special Reserved ending fund balance \$241,822 that makes up the remainder of the 12%. Then we have our other Post Employment Benefit fund with ending balance of \$402,398. I don't think that we will have to tap into this reserve at all for 2013-2014 year. This completes my report at this time. Are there any questions at this time? There is one other thing that I need to talk about it needs to come back to the next meeting and it is the Gann Limit we should be adopting a resolution in recognition of change to the Gann Limit that is required every year. The next meeting it should be addressed so that we meet the statutory requirement. Jeff Winfield wanted

to know how many buses we have running and insured at this time and why so many? Tonya Midget stated it was in case of one of the buses broke down then we will have a bus available. Tonya Midget addressed the Board about a need to adopt a Local Control Area plan for the Common Core funds. There needs to be a specific plan to identify for the Common Core before spending \$1. There is a \$200.00 per ADA in Common Core funding but it is a one-time only and it need to be spent on professional development for teachers, technology and instructional materials. Dan Mayers stated that we would be using our current textbooks this year. In the spring we would be looking at the new Math textbooks for the next school year and then the next spring 2015 we would be looking at the new Language Art Common Core books.

Public Hearing ends 5:56 pm

Open Regular Meeting at 5:56 pm

5. NEW BUSINESS

5.1. Unaudited Actuals: 2012-2013

Recommendation: For Approval

Motion to approve: Tim Hoffman-Brady

Second: Ronda Bailey

Vote: 5 ayes, 0 Noes, 0 absent, 0 abstentions

Regular Meeting closed at 5:57 pm

6. CLOSED SESSION STARTS: 5:58 pm

CLOSED SESSION ENDS: 6:33 pm

7. ADJOURNMENT: The board meeting adjourned at 6:34 pm

Motion to approve: Eli Wingo

Second: Ronda Bailey

Vote: 5 ayes, 0 Noes, 0 absent, 0 abstentions

Tracie Walters, President

Jeff Winfield, Superintendent

Date