

**Tulare Joint
Union High
School District**



Board Packet

August 11, 2020

TULARE JOINT UNION HIGH SCHOOL DISTRICT**TO: MEMBERS OF THE BOARD OF TRUSTEES****RECEIVE:** Information Regarding Recommended Budget Restorations for Fiscal Year 2020-2021

Background: Per Board Policy 3100, the Board of Trustees recognizes its critical responsibility for adopting a sound budget each fiscal year which is aligned with and reflects the district's vision, goals, and priorities, local control and accountability plan (LCAP), and other comprehensive plans.

Current Considerations: At the August 6, 2020 meeting, the Board of Trustees adopted budget revisions that included additional funding provided by the Adopted State Budget. At the Board's request, the Administration is developed a list of budget restorations and the costs associated with each. Attached for your review are the summary of recommended budget restorations; an updated multi-year projection, which reflects implementation of all recommendations; and a simplified cash-flow projection showing the restorations as well as the impacts of the cash deferrals that were included as a part of the State Budget.

Fiscal Implications: The cost of restoring all of the recommendations is \$1,930,241, and will be paid for from the General Fund.

Tulare Joint Union High School District Board Priorities

- *Maintain the Fiscal Integrity of the District and Fund the Board Priorities*
- *Staff the District with Qualified Personnel and Maintain a Positive Work Environment*
- *Continue to Strengthen Internal and External Communication Systems*

SUBMITTED BY:
Mr. Tony Rodriguez
Superintendent

PREPARED BY: Mrs. Vivian Hamilton, Business Manager

**SUMMARY OF RECOMMENDED BUDGET RESTORATIONS
FOR 2020-2021**

GENERAL FUND

| | | |
|-----|--|--------------------|
| 1. | Certificated Stipends & Substitutes | \$268,832 |
| 2. | Classified Employees & Substitutes | 296,845 |
| 3. | Remediation Courses Only for Summer School | 150,000 |
| 4. | Instructional Formula Allocations | 172,987 |
| 5. | Non-Formula Allocations | 212,089 |
| 6. | Student Incentives and Recognition | 60,000 |
| 7. | Limit Food at Meetings to Snacks and Drinks | 10,000 |
| 8. | PBIS LCAP Student Incentives | 45,000 |
| 9. | Athletic Equipment | 75,000 |
| 10. | Maintenance & Operations Equipment | 72,460 |
| 11. | Freshman-Level Athletics | 107,163 |
| 12. | Athletic Trainer Contract | 149,625 |
| 13. | Increase Security Guards from 1/Site to 2/Site | 287,720 |
| 14. | Limit Board Travel | 2,000 |
| 15. | Limit Cell Phone Stipends | <u>20,520</u> |
| | TOTAL GENERAL FUND | \$1,930,241 |

**GENERAL FUND PROPOSED BUDGET
AS OF AUGUST 10, 2020**

| Description | Object Codes | 2019-2020 Projected Year Totals | % Change | 2020-2021 Projection | % Change | 2021-2022 Projection | % Change | 2022-2023 Projection |
|---|--------------|---------------------------------------|---------------|-------------------------|--------------|-------------------------|--------------|-------------------------|
| Total Revenue | 8010-8999 | 76,702,733 | 0.31% | 76,937,088 | -1.41% | 75,854,648 | 0.00% | 75,854,648 |
| Expenditures | | | | | | | | |
| Certificated Salaries | 1000-1999 | 32,038,070 | 2.04% | 32,691,972 | 1.50% | 33,182,352 | 1.50% | 33,680,087 |
| Classified Salaries | 2000-2999 | 10,536,610 | -4.28% | 10,085,150 | 2.00% | 10,286,853 | 2.00% | 10,492,590 |
| Employee Benefits | 3000-3999 | 21,062,553 | -0.46% | 20,964,788 | 5.00% | 22,013,027 | 6.59% | 23,463,686 |
| Books and Supplies | 4000-4999 | 5,059,282 | -0.50% | 5,033,989 | -26.70% | 3,689,814 | 0.00% | 3,689,814 |
| Contracted Services & Operations | 5000-5999 | 7,805,387 | -17.79% | 6,416,589 | 0.08% | 6,421,409 | 0.00% | 6,421,409 |
| Capital Outlay | 6000-6999 | 283,910 | -15.83% | 238,970 | 0.00% | 238,970 | 0.00% | 238,970 |
| Other Outgo | 7100-7699 | 1,929,589 | -51.24% | 940,794 | 0.00% | 940,794 | 0.00% | 940,794 |
| Total Expenditures | | 78,715,401 | -2.98% | 76,372,252 | 0.53% | 76,773,219 | 2.81% | 78,927,350 |
| Net Increase (Decrease) in Fund Balance | | (2,012,668) | | 564,836 | | (918,571) | | (3,072,702) |
| Net Beginning Fund Balance | | 16,754,654 | | 14,741,986 | | 15,306,822 | | 14,388,251 |
| Ending Fund Balance | | 14,741,986 | | 15,306,822 | | 14,388,251 | | 11,315,549 |
| Restricted | | 1,885,562 | | 2,119,011 | | 1,495,882 | | 1,263,436 |
| Total Available Reserves - by Amount | | 12,856,424 | | 13,187,811 | | 12,892,369 | | 10,052,113 |
| Total Available Reserves - by Percentage | | 16.33% | | 17.27% | | 16.79% | | 12.74% |

1 **Cash Flow Projection - Estimated**

Comments: Cash Flow Projection Based on Budget as of 08/10/2020

2 District: 72 - Tulare Joint Union High School District
 3 Fund: 0100 - General Fund
 4 Fiscal Year: 2021
 5
 6
 7

| 8 | Calendar Month | Beginning | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Estimated Total |
|-----|----------------------------------|---------------|----------------|----------------|----------------|---------------|----------------|---------------|---------------|----------------|----------------|----------------|----------------|----------------|-----------------|
| 9 | Category \ Fiscal Month | Balance | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | |
| 10 | BeginningCash | 9,854,570.63 | 9,854,570.63 | 15,185,595.77 | 11,402,672.84 | 13,033,195.75 | 12,961,945.42 | 11,586,431.28 | 17,382,536.08 | 19,278,194.89 | 12,482,595.27 | 8,246,945.92 | 5,668,476.85 | 2,818,065.09 | |
| 27 | RECEIPTS | | | | | | | | | | | | | | |
| 105 | TOTAL RECEIPTS | | 9,804,587.18 | 2,427,382.31 | 7,617,581.89 | 5,922,317.77 | 5,471,219.28 | 11,806,599.74 | 6,913,894.30 | 202,710.31 | 2,501,772.36 | 3,613,516.61 | 2,440,690.49 | 5,194,647.92 | 76,937,088.00 |
| 107 | DISBURSEMENTS | | | | | | | | | | | | | | |
| 185 | TOTAL DISBURSMENTS | | 2,639,932.55 | 6,280,768.53 | 6,644,806.57 | 5,950,257.03 | 6,726,212.64 | 5,909,918.91 | 6,419,114.39 | 7,021,071.61 | 6,446,488.19 | 6,077,087.98 | 5,981,368.44 | 10,362,836.39 | 76,372,252.00 |
| | BALANCE SHEET TRANSACTIONS | | | | | | | | | | | | | | |
| | Assets | | | | | | | | | | | | | | |
| | SUBTOTAL ASSETS | 10,609,897.52 | 456,428.72 | (196,152.33) | (399,414.65) | (161,060.98) | (316,551.50) | (292,893.86) | 1,227,268.15 | (395,592.00) | (476,547.68) | (289,354.01) | 504,038.89 | (2,494.38) | 20,826,533.52 |
| | Liabilities | | | | | | | | | | | | | | |
| | SUBTOTAL LIABILITIES | 5,240,129.44 | 2,290,058.21 | (266,615.62) | (1,057,162.25) | (117,749.91) | (196,030.72) | (192,317.83) | (173,610.76) | (177,177.24) | (185,614.16) | (174,456.32) | (186,227.30) | (567,480.20) | 5,363,244.57 |
| | Non-operating | | | | | | | | | | | | | | |
| 220 | TOTAL BALANCE SHEET TRANSACTIONS | 5,128,591.64 | (1,833,629.49) | 70,463.29 | 657,747.60 | (43,311.07) | (120,520.78) | (100,576.03) | 1,400,878.91 | 22,761.68 | (290,933.52) | (114,897.69) | 690,266.19 | 564,985.82 | 14,980,936.07 |
| 230 | NET INCREASE / DECREASE | | 5,331,025.14 | (3,782,922.94) | 1,630,522.92 | (71,250.33) | (1,375,514.15) | 5,796,104.80 | 1,895,658.82 | (6,795,599.62) | (4,235,649.35) | (2,578,469.06) | (2,850,411.76) | (4,603,202.65) | 564,836.00 |
| 240 | ENDING CASH | | 15,185,595.77 | 11,402,672.84 | 13,033,195.75 | 12,961,945.42 | 11,586,431.28 | 17,382,536.08 | 19,278,194.89 | 12,482,595.27 | 8,246,945.92 | 5,668,476.85 | 2,818,065.09 | (1,785,137.56) | |

ENDING CASH PLUS ACCRUALS/ADJS

Meeting of
August 11, 2020
FOR: ACTION

TULARE JOINT UNION HIGH SCHOOL DISTRICT

TO: MEMBERS OF THE BOARD OF TRUSTEES

APPROVE: The Certificated Management, Classified Management, and Classified Confidential Salary Schedules for 2020-2021

Background: Board Policy 3100 requires that salary schedule be presented to the governing board as to provide information for budgetary consideration for the next fiscal year.

Current Considerations: The certificated and classified unit's salary schedules have been updated to reflect the negotiated salary increase of 2% for 2020-2021. In addition, the management/confidential salary schedules have been updated to reflect an increased that mirrors the settlement. Copies of the updated schedules are attached for your review.

Fiscal Implications: The cost for all units are listed below:

| | |
|-------------------------|----------------|
| Certificated Management | \$147,230 |
| Classified Management | \$29,650 |
| Classified Confidential | <u>\$9,550</u> |
| Total | \$186,430 |

Tulare Joint Union High School District Board Priorities:

Priority #3 - Maintain the Fiscal Integrity of the District & Fund the Board's Priorities

Priority #4 - Staff the District with Qualified Personnel and Maintain a Positive Work Environment

Therefore it is:

Recommended:

That the Board approve The Certificated Management, Classified Management, and Classified Confidential Salary Schedules for 2020-2021.

SUBMITTED BY:
Mr. Antonio Rodriguez
Superintendent

PREPARED BY: Ms. Barbara Orisio, Assistant Superintendent of Human Resources & Business

**TULARE JOINT UNION HIGH SCHOOL DISTRICT
MANAGEMENT SALARY SCHEDULE
2020-2021**

| | | | |
|----------------------|----|---------------|--|
| A-Base Salary | \$ | 93,148 | BA with appropriate credential |
| B-Base Salary | \$ | 95,846 | BA plus MA with appropriate credential |
| C-Base Salary | \$ | 98,554 | BA plus MA plus Ph.D or Ed.D with appropriate credential |

| | Job Code | Work Year | Step I | Step II | Step III | Step IV | Step V | Step VI |
|---|-----------------|------------------|---------------|----------------|-----------------|----------------|---------------|----------------|
| ELD Coordinator | 1218/1214 | 195 | 0.98 | 1.00 | 1.02 | 1.05 | 1.08 | 1.120 |
| District Nurse | 2213 | 195 | 0.98 | 1.00 | 1.02 | 1.05 | 1.08 | 1.120 |
| PBIS Coordinator | 1281 | 195 | 0.98 | 1.00 | 1.02 | 1.05 | 1.08 | 1.120 |
| Technology Curriculum Specialist | 5277 | 185 | 1.03 | 1.05 | 1.07 | 1.09 | 1.11 | 1.159 |
| Director - Vocational Nurse Education | 1767 | 210 | 1.09 | 1.11 | 1.13 | 1.15 | 1.18 | 1.220 |
| Education Technology Coordinator | TBD | 200 | 1.14 | 1.16 | 1.18 | 1.20 | 1.23 | 1.270 |
| Dean of Students | 1504 | 205 | 1.15 | 1.17 | 1.19 | 1.22 | 1.25 | 1.290 |
| Athletic Director | 1702 | 195 | 1.16 | 1.18 | 1.2 | 1.24 | 1.26 | 1.300 |
| School Psychologist | 2402 | 205 | 1.17 | 1.19 | 1.21 | 1.24 | 1.27 | 1.310 |
| Head Counselor | 1318 | 215 | 1.28 | 1.30 | 1.32 | 1.35 | 1.38 | 1.421 |
| Assistant Principal | 2224 | 207 | 1.28 | 1.30 | 1.32 | 1.35 | 1.38 | 1.421 |
| Assistant Director - Adult Education | 1770 | 210 | 1.29 | 1.31 | 1.33 | 1.36 | 1.39 | 1.431 |
| Principal - Alternative Education | 2310 | 207 | 1.30 | 1.32 | 1.34 | 1.37 | 1.40 | 1.441 |
| Agriculture Director | TBD | 225 | 1.32 | 1.34 | 1.36 | 1.39 | 1.41 | 1.450 |
| Director - Special Education | 1722 | 225 | 1.39 | 1.41 | 1.43 | 1.46 | 1.49 | 1.532 |
| Director - Adult Education | 1769 | 225 | 1.48 | 1.50 | 1.52 | 1.55 | 1.58 | 1.623 |
| Principal | 2310 | 225 | 1.52 | 1.54 | 1.56 | 1.59 | 1.62 | 1.663 |
| Assistant Superintendent - Students Services & Special Programs | TBD | 226 | 1.57 | 1.59 | 1.61 | 1.64 | 1.67 | 1.714 |
| Assistant Superintendent - Technology/Assessment/Accountabilit | TBD | 226 | 1.57 | 1.59 | 1.61 | 1.64 | 1.67 | 1.714 |
| Assistant Superintendent - Human Resources | 2505 | 226 | 1.57 | 1.59 | 1.61 | 1.64 | 1.67 | 1.714 |

Miscellaneous Provisions

- Salaries paid in 12 equal payments, beginning July 1.
- Corrected factor for Dean, Step VI. Employees on this step as of 7-1-2014 are unaffected by this change and are eligible for all future salary schedule increases (at a factor of 1.35).
- Effective July 1, 2015, employees are required to complete 75% of the work days in a school year in order to receive one year of salary schedule credit for initial placement or annual advancement.

Management Fringe Benefits

- Health, dental, and vision insurance for employees and eligible dependents.
- Term life insurance of \$100,000 is provided for management personnel.
- Leave provisions as provided for all certificated staff and as per administration/management policy 4361, 4361.1, and 4361.3.

Date of Payments

The District will process salary payments in accordance with the Tulare County Office of Education Uniform Salary Payment Schedule.

**TULARE JOINT UNION HIGH SCHOOL DISTRICT
 CERTIFICATED MANAGEMENT-COUNSELOR SALARY SCHEDULE
 2020-2021**

| YEAR | (A) BA + 30 | (B) BA + 60 | (C) BA + 60 W/MA |
|-------------|------------------------|------------------------|-----------------------------|
| 1 | \$76,963 | \$79,359 | \$81,762 |
| 2 | \$76,963 | \$79,359 | \$81,762 |
| 3 | \$77,555 | \$79,957 | \$82,370 |
| 4 | \$78,767 | \$79,957 | \$82,370 |
| 5 | \$79,957 | \$81,169 | \$82,668 |
| 6 | \$80,570 | \$81,762 | \$85,256 |
| 7 | \$81,169 | \$82,249 | \$87,819 |
| 8 | \$82,369 | \$84,817 | \$90,399 |
| 9 | \$83,563 | \$87,402 | \$92,954 |
| 10 | \$84,777 | \$89,969 | \$95,542 |
| 11 | \$87,208 | \$92,535 | \$98,108 |
| 12 | \$89,784 | \$95,103 | \$100,682 |
| 13 | \$92,362 | \$97,688 | \$103,252 |
| 14 | \$94,929 | \$100,254 | \$105,835 |
| 15 | | \$102,832 | \$108,404 |
| 16 | | \$105,365 | \$111,022 |
| 17 | | \$112,579 | \$118,323 |

MISCELLANEOUS PROVISIONS

\$1,558 for M.A. (at Column A only); \$1,731 for Ed.D. or Ph.D.
 Counselor work year - 195 days.

MANAGEMENT FRINGE BENEFITS

1. Medical, dental, and vision insurance for employees and eligible dependents.
2. Life insurance for the employee only.
4. Term life insurance of \$100,000 is provided for management personnel.
5. Leave provisions as provided for all certificated staff and as per BP 4361, 4361.1, and 4361.3.

DATE OF PAYMENTS

The District will process salary payments in accordance with the Tulare County Office of Education Uniform Salary Payment Schedule.

Effective 7/1/20
 Approved 6/21/18

**TULARE JOINT UNION HIGH SCHOOL DISTRICT
CLASSIFIED MANAGEMENT TEAM/CONFIDENTIAL SALARY SCHEDULE
2020-21**

| MANAGEMENT TEAM | JOB CODE | WORK YEAR | STEP 1 | STEP 2 | STEP 3 |
|-------------------------------------|-------------|--------------|-----------|-----------|-----------|
| Business Manager | 1930 | 260 | 111,078 | 117,361 | 123,627 |
| Director - Facilities | 1766 | 260 | 107,945 | 114,035 | 120,124 |
| Director - Technology | 1765 | 260 | 107,945 | 114,035 | 120,124 |
| Maintenance & Operations Supervisor | 1085 | 260 | 80,614 | 84,920 | 89,241 |
| Director - Food Services | 1763 | 260 | 73,849 | 80,003 | 86,157 |
| Transportation Supervisor | 2647 | 260 | 73,849 | 80,003 | 86,157 |
| Attendance Coordinator | 5907 | 208 | 67,695 | 70,153 | 72,611 |
| Campus Food Service Manager | 1917 | 220 | 52,678 | 54,442 | 56,139 |
| Rehab Specialist Case Worker | | 208 | 46,898 | 48,173 | 49,447 |

| CONFIDENTIAL | JOB CODE | WORK YEAR | STEP 1 | STEP 2 | STEP 3 |
|--------------------------------------|-------------|--------------|-----------|-----------|-----------|
| Executive Secretary | 6401 | 260 | 72,069 | 74,391 | 76,712 |
| Administrative Assistant | 1011 | 260 | 55,668 | 57,338 | 59,059 |
| Assistant Superintendent's Secretary | 7307 | 260 | 55,668 | 57,338 | 59,059 |
| Business Manager's Secretary | 7388 | 260 | 55,668 | 57,338 | 59,059 |

SALARY SCHEDULE PLACEMENT

A maximum of three years prior work experience will be recognized for placement on the salary schedule.

MISCELLANEOUS PROVISIONS

Work year includes paid holidays.

Salaries paid in 12 equal payments, beginning July 1st.

LONGEVITY BENEFIT

A \$70 per month longevity increment will be added to each employee's salary on the beginning of the eleventh (11th) year; \$145 on the beginning of the sixteenth (16th) year; and \$225 on the beginning of the twenty-first (21st) year of employment.

INSURANCE BENEFIT

For full-time employees the District provides Medical, Dental, and Vision Insurance for employee and eligible dependents.

RETIREMENT BENEFIT

The District will pay two percent of the employee's share for PERS contributions. **When making salary comparisons this retirement benefit should be added to the listed salary or multiply the salary by 1.02 for an accurate comparison. Employees hired on or after January 1, 2013, will be responsible for paying the employees normal contribution to the Public Employees' Retirement System.**

DATE OF PAYMENTS

The District will process salary payments in accordance with the Tulare County Office of Education Uniform Salary Payment Schedule.