

LAS VIRGENES UNIFIED SCHOOL DISTRICT
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LAS VIRGENES UNIFIED SCHOOL DISTRICT
FINANCE COMMITTEE

January 31, 2020

Present: Dallas Lawrence, Board Representative
Lesli Stein, Board Representative
Dan Stepenosky, Superintendent
Karen Kimmel, Assistant Superintendent, Business
Kristine Torres, Director of Accounting
Rose Dunn, Assistant Superintendent, Human Resources
Craig Hochhaus, President - LVEA

The meeting was called to order at 9:20 a.m. at the Las Virgenes Unified School District, 4111 Las Virgenes Road, Calabasas, CA.

Governor's Budget Proposal

Ms. Torres shared that a group of administrators attended the Governor's Budget Workshop in Ontario a few weeks ago. The Governor spoke of concerns of the economy slowing down, with a downturn expected in the next 18 months. His focus areas are homelessness and power-shut off issues.

Ms. Torres shared that the COLA for 2020-21 was reduced from 2.9% to 2.29%. Mr. Hochhaus shared that CTA feels that the 2.29% will be increased prior to final budget adoption. Ms. Torres also shared that there are new funds for education including an ongoing Special Ed equalization estimated at \$600K and a pending CTE grant.

District Enrollment

Ms. Kimmel shared that the district is experiencing declining enrollment of 1,000 students over the past five years, from 16-17 to 20-21. Mr. Lawrence asked if the 1,000 students lost are residents or students on permit? Ms. Kimmel replied that they are all residents. Ms. Stein asked why the district is losing students. Ms. Kimmel replied that people whose children have gone through the school system are not moving and younger families are often priced out of the market due to housing prices in our area. Dr. Stepenosky also added that there has been no new construction since the Woolsey Fire, which resulted in a number of housing units lost in our district.

Mr. Lawrence suggested using a marketing strategy to encourage enrollment in the schools. Dr. Dunn spoke about targeting messages to get residents, not more permits. He spoke specifically about Great Schools and making sure every school's rating matches their caliber.

District Budget Projections

Ms. Kimmel shared the January budget updated projection summary. LCFF is declining with the lower enrollment, and there is one more year of significant pension increases. Mr. Lawrence asked how much money is spent on facilities maintenance and upkeep. Ms. Torres shared that 4.8% of the budget is spent on maintenance and facilities.

Ms. Kimmel shared planned budgeting efficiencies for 2020-2021. Dr. Dunn shared that this would involve restructuring within some areas. One proposal shared would involve creating a new job description for new counselors who would not have extra working days (currently secondary counselors have 18 more days in their calendar, with salaries averaging approximately \$10k more than a teacher). Elementary counselor calendars are already aligned with the teacher calendar.

Worker's Compensation Insurance

Ms. Kimmel shared that the District has had increases in worker's compensation claims which presents a two-fold concern. We do not want our employees to incur injuries and financially, it will result in higher premiums. The District has conducted multiple trainings for staff and has an upcoming session for administrators on February 10th. Ms. Kimmel also shared that many other districts have passed a resolution to cover volunteers under worker's compensation. Covering volunteers would define benefits and provide a no fault system limiting claim costs. Ms. Stein asked what the additional cost to the district would be. Ms. Kimmel replied there is no additional cost. Ms. Stein noted that the District has a lot of volunteers and it would be beneficial to have. The committee approved moving forward with a resolution.

Auditors

Ms. Kimmel responded to the committee's inquiry and shared that the last RFP for audit services was done in FY 2012-2013 and was awarded to Nigro and Nigro who currently serve as the District's auditors. Prior to that, Vavrinek, Trine, Day and Company served as auditors from 2000-2012. The current contract extends through the 2019-2020 fiscal year.

Ms. Kimmel also shared that Ms. Torres and her team have been conducting site visits to perform internal ASB audits. They are verifying monthly financial reporting and reconciliation and providing support to the bookkeepers as all are now on the same accounting software platforms. Ms. Kimmel shared the district's pilot fundraiser that is being run through the platform, LivingTree.

Finally, Ms. Kimmel shared upcoming booster club trainings. The annual workshop will take place on September 10, 2020, and a new workshop focusing on fraud prevention will take place on April 3, 2020.

The meeting adjourned at 11:10 a.m.