

**SPECIAL MEETING  
OF BOARD OF EDUCATION**

**MINUTES**

**February 22, 2012**

The Special Study Session Meeting of the Board of Education was called to order at 5:17 p.m. by President Linda Garcia in the Boardroom at the District Office, 15110 California Avenue, Paramount, California.

Roll Call	Trustee Linda Garcia Trustee Vivian Hansen Trustee Alicia Anderson	Trustee Sonya Cuellar Trustee Tony Peña
Approve Special Study Session Meeting Agenda February 22, 2012 1.65	Trustee Anderson moved, Trustee Cuellar seconded, and the motion carried 5-0 to approve the Special Study Session Meeting agenda of February 22, 2012.	
Administrators Present	David J. Verdugo, Superintendent Michael Conroy, Assistant Superintendent-Business Services Myrna Morales, Assistant Superintendent-Human Resources Deborah Stark, Assistant Superintendent-Educational Services Ranita Browning, Director-Fiscal Services Kimberly Cole, Director-Special Education/ECE Cindy DiPaola, Director-Maintenance & Operations Randy Gray, Director-Curriculum & Instruction/Projects Rosemary Green, Director-Human Resources Jim Monico, Director-Student Services Manuel San Miguel, Director-Secondary/Alternative Education Greg Buckner, Principal-Paramount High School Morrie Kosareff, Principal-Paramount High School-West Richard Morgan, Principal-Paramount Adult School/CDS	

**INFORMATION ITEM**

**General Services**

California State Fiscal Budget Crisis and Staff Budget Reduction Recommendations	Superintendent Dr. David J. Verdugo, Assistant Superintendent-Business Services Dr. Michael Conroy, Assistant Superintendent-Educational Services Dr. Deborah Stark, and Assistant Superintendent Dr. Myrna Morales provided the Board of Education an update of the District division updates and staff budget reduction recommendations.
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Superintendent Verdugo thanked the Board of Education for approving

the scheduling of the Special Study Session Meeting prior to the Regular Meeting. During the past three years, the Board, Staff, Executive Cabinet and employee groups have understood that this period in time February, March, and May have been rather difficult when it comes to a District attempting to establish a future budget especially based on the data, the facts and figures, and the assumptions and implications that the State of California provides us as we truly battle and struggle with the worst fiscal conditions or scenarios we have ever been faced with. Dr. Verdugo added that Paramount Unified School District has continued to be transparent in its gathering and sharing of information and he is particularly proud of the District's Budget Study Committee who continues to bring forward ideas and input that helps us maintain our three main principles.

The District Fiscal Stabilization Plan takes into consideration the following principles:

- Maintain Fiscal Solvency
- Maintain Student Achievement
- Maintain Positive Labor Relations

It was developed to focus on budget reductions furthest away from the classrooms, focus on District-level reductions and focus first level of staffing reductions at District Office and District departments.

Dr. Verdugo added that it has never been more difficult to adhere to but we continue to make this our goal where our "resources actualize our mission". Tonight, the District has the difficult and often unpleasant task of recommending to the Board those reductions that must be considered. Dr. Conroy and Executive Cabinet have done an outstanding job of evaluating how we can best do this and still consider our guiding principles.

The proposed budget reduction plan comprises a combination of general fund reserves, one-time reductions, and on-going program reductions (programs, services, staff). Budget Reduction targets for 2012-2013 & 2013-2014 include:

- Reduce General Fund Budget by \$7,150,000 through a combination of:
  - General Fund Reserves
  - One-time reductions
  - On-going Program reductions (programs, services, staff)

The District's Budget Study Committee has been meeting and were a part of a budget reduction process which produced a collective district-wide list of budget reduction recommendation, individual committee member collective recommendations, and a group-process recommendations.

The Budget Study Committee Individual Recommendations included furlough days (shorten school year, adopt two calendars), cut staff development, eliminate TK, cut back on STPTs, freeze step & column, reduce middle school counselors, eliminate/reduce K-5 counselors, thin down district office personnel, solar energy, eliminate co-teaching,

reduce consultants, stop use of colored paper/ink, monitor print shop orders, examine technology equipment purchases (printers, iPads), increase class size, release temp teachers, reduce paperwork district wide, too many special ed aides, freeze non-essential maintenance projects, use e-mail more (less print outs).

Budget Study Committee Group Recommendations consisted of furlough days, reduce consultants, monitor print shop orders, review technology orders, decrease STPT/Staff Development, use more e-mail (less paper), grant writing, solar power, attendance incentives, freeze step & column, eliminate TK, start SARB in Kinder, freeze non-essential maintenance projects, reduce color copies.

General Fund Recommended Reduction plan for the 2012-2013 school year include:

- On-going reductions (staffing)
  - Release temp teachers
  - Reduce year/release counselors (K-5, Middle School, K-12)
  - Re-evaluate classified staffing allocations District wide
- Reduce home-to-school transportation
- One time reductions
  - Supplies/materials (District Office/School Sites)
  - Printing (printing vs. email/use of color ink)
- Negotiations/Concessions
  - Furlough days over two (2) years
  - Freeze Step & Column 1-2 years

The District will plan for the worst case scenario that will include will submitting for approval, a "Qualified" Budget Self-Certification at 2<sup>nd</sup> Interim, release temporary teachers, and plan that the tax increase initiative does not pass.

The District will continue to hope for the best for a balance State Budget come June 15h, for passage of a tax increase initiative in November, readjust the budget at 1<sup>st</sup> Interim in December 2012 and will continue negotiations with CSEA and TAP.

## **ADJOURNMENT**

Trustee Hansen moved, Trustee Cuellar seconded, and the motion carried 5-0 to adjourn the Special Study Session Meeting of the Board of Education held on February 22, 2012 at 6:06 p.m.

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President

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David J. Verdugo Ed.D., Secretary  
To the Board of Education

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Vice President/Clerk

**2-22-12**