



Coast Unified School District

Budget Advisory Committee Meeting #5

December 9, 2025

Presented by:

Jill Southern, Superintendent

Christie Cosme, Chief Business Official

Today's Agenda

- 1) Welcome and Introductions / Quick summary of Meeting #4**
- 2) Public Comment**
- 3) Information and Updates (Retirements, etc)**
- 4) Finalize Revised Recommendation Form With Priority Ideas**
- 5) Review how the information will be presented / timeline**
- 6) Closure**

The Budget Advisory Committee was created by the Superintendent for advisory purposes and was *not* established by the Board. Therefore, it is not a Brown Act body, and any number of Board members may attend as members of the public without triggering a Board meeting.

Introductions

- Jill Southern - Superintendent
- Christie Cosme - Chief Business Official
- Kendra Simmons - Teacher/CTA
- Maria Sison - Secretary Clerk/CSEA
- Megan Ender - Teacher/CTA
- Lupe Aguilar - Secretary Registrar/CSEA
- Melissa Avina - Community Member/Parent/PTA
- Heather Callier - Community Member/Parent
- Nic Johnson - Board Member/Parent



Vision

Produce healthy, contributing and resilient members of a global society

Mission

Coast Unified School District will commit their talents and resources every day to support the mental, physical, and emotional well-being of students and families, remove barriers to learning and development, and focus on developing tomorrow's leaders today.

Core Values

Respect, Success, Leadership, Opportunity, Teamwork

Priorities

Develop People, Maximize Student Achievement, Operate with Increasing Efficiency and Effectiveness

Meeting Norms

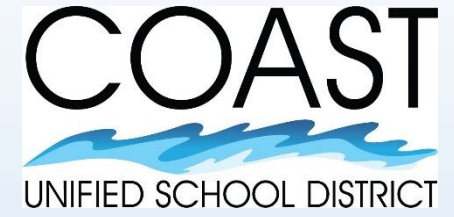


1. **Be respectful and inclusive** – One voice at a time; all perspectives matter.
2. **Assume positive intent** – Collaborate with trust and goodwill.
3. **Focus on issues, not individuals** – Maintain confidentiality and professionalism.
4. **Stay student-centered and data-informed** – Ground discussions in data and student impact.
5. **Honor time and purpose** – Start and end on time; recommendations are advisory.

Today's Goals:

- **Clarity of process and information**
- **Go over new information and retirement elements**
- **Finalize recommendations**
- **Comprehension of next steps - prep for presentation**

Public Comment



Important Information:

- Financials for BAC based on MYP at June, 2025 Budget
- First Interim for December 11 Board Meeting already includes some of the assumed savings (approx **\$500k**)
 - 3 Certificated and 2 Classified Retirements
 - Some of the unfilled positions
 - These savings are now already included in the to be presented Multi-Year Projections as well as \$125,000 of Incentive \$

Important: We are currently set to deficit spend (25-26) \$1,230,309 for this current fiscal year, and that includes **\$500k of savings already calculated. To fully balance this year's budget, we would need **\$1,730,309** in reductions.**

New Ideas and Related Information

(Some items repeat earlier suggestions)

Cost Reduction Ideas

- **Secondary Curricular Areas with Multiple Teachers**
 - **Secondary Elective Staffing / Reduce Co Teaching Sections**
- **Share Library Staff Across Sites**

SUMMARY: Retirement and Recent Staff Change Elements



Retirements

- **5 Certificated**
 - **3 Teachers at CGS (Intervention, PE, Classroom Teacher)**
 - **1 Teacher at SLMS (Electives)**
 - **1 Counselor at CUHS**
- **2 Classified**
 - **1 Library Media Clerk 2**
 - **1 Custodian**
- **1 Conf / Mgmt**
 - **Manager of Fiscal Services**

Resignation

- **HR and Assessment Coordinator (Effective December 31)**
- **5 Hr Instructional Aide (Effective June 3, 2026)**

Reclassification

- **Assistant Mechanic to Grounds**

Retirement and Staff Change Elements

The district is preparing for five certificated retirements which are expected to **generate approx. \$495,000 in ongoing savings**, depending on internal placements and new-hire salary placement.

Retirements (**Approx \$495,000**)

- **5 Certificated**
 - **3 Teachers at CGS (Intervention, PE, Classroom Teacher)**
 - **Intervention - Not Fill**
 - **PE - Fill Internally**
 - **Classroom Teacher - Fill Internally or Fly (Based on enrollment)**
 - **1 Teacher at SLMS (Electives)**
 - **Fill Sections Internally with Existing Staff**
 - **1 Counselor at CUHS**
 - **Likely Fly**

Retirement and Staff Change Elements



Retirements

- **2 Classified**
 - **1 Library Media Clerk 2**
 - **Not Fill - Share existing Library Staff Approx \$75,000**
 - **1 Custodian**
 - **Fill (saving \$ due to less years of service) Approx \$20,000**
- **1 Conf / Mgmt**
 - **Manager of Fiscal Services**
 - **Fly (saving \$ due to less years of service) Approx \$20,000**

Retirement and Staff Change Elements

Resignations

- **HR and Assessment Coordinator (Effective December 31)**
 - Part of the already recommended consolidation of positions at the DO
 - **Approx \$100,000**
- **5 Hour Instructional Aide**
 - If not filling - **Approx \$32,000**

Reclassification

- **Assistant Mechanic to Grounds**
 - Already happened - Not filling Asst Mechanic position: **Approx \$82,000**



Today's Work

Budget Reduction and Revenue Generating Recommendations - BAC Meeting #5

Goal: Achieve long-term financial stability by maximizing savings while managing investments.

Focus: Personnel adjustments, operational efficiencies, and limited program reductions.

I. Summary of Financial Impact

Category	Amount	Notes
Total Ongoing Savings: 1st Tier Recs Only	\$1,239,000	From Staffing & Operational Efficiencies (see below)
One-Time Retirement Incentive Cost	(\$200,000)	To be incurred in the first year only. \$25,000 x 8 retirees

1. **REVISED Recommendations based on Retirements, Resignations, Reclassifications, etc**
2. **Discuss line by line the recommendations**
3. **Ideal to have at least \$1,200,000 - \$1,500,000 as Recommendations we all support by the end of today**

Important: We are currently set to deficit spend (25-26) \$1,230,309 for this current fiscal year

4. **Clarify what is presented at the December 11, 2025 Board Meeting**

Recommendations: DRAFT Reductions total: \$1,239,000

Budget Reduction and Revenue Generating Recommendations - BAC Meeting #5

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I. Summary of Financial Impact

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Total Ongoing Savings: <u>1st Tier Recs Only</u>	\$1,239,000	From Staffing & Operational Efficiencies (see below)
One-Time Retirement Incentive Cost	(\$200,000)	To be incurred in the first year only. \$25,000 x 8 retirees

Recommendations: Staffing - Certificated \$595,000

II. First Tier Recommendations: Ongoing Savings: Permanent reductions in

Area	Strategy/Position	Est Annual Savings
Staffing - Certificated	Credentialed Retirements (Net of Replacements) <ul style="list-style-type: none">• One 5th grade class next year• 2.5 to 1.5 FTE Intervention / ELD• PE or Class Filled Internally• SLMS Electives filled by existing secondary staff	\$495,000
Staffing Certificated	For 2026–27, secondary ELD staffing could be handled as explained: Cover 2 sections of ELD Internally at CUHS; Reduce <u>Cotaught</u> Sections	\$100,000

Recommendations: Staffing - Classified \$336,000

Staffing - Classified	Classified Positions Not Filled	\$316,000
Staffing - Classified	Classified Retirement - Custodian (8hr) (Net of Replacement)	\$20,000

Question: How many vacant positions do we currently have?

- ☐ **CUHS Playground Supervisor (6.3hr) - NOT FILL**
- ☐ **CGS Playground Supervisor (2hr) - NOT FILL**
- ☐ **Mechanic (8 hr) - NOT FILL**
- ☐ **Assistant Mechanic (8hr) - NOT FILL**
- ☐ **Bilingual Aide (4 hr) - NOT FILL**
- ☐ **Instructional Aide (5 hr) - NOT FILL (26-27 and beyond)**
- ☐ **Grounds (4hr) - NOT FILL**
- ☐ **Library Media Clerk II (7hr) - NOT FILL**
- ☐ **Custodian (8hr) - FILL (starting 26-27)**
- ☐ **Custodian (4hr) - FILL 3 of 4 hours**
- ☐ **SLMS Secretary / Clerk (4hr) - FILL**
- ☐ **SLMS Bilingual Aide (4hr) - FILL**
- ☐ **Manager of Fiscal Services (8hr) - FILL**
- ☐ **HR/Assessment Coordinator (8hr) - FILL** as part of a consolidated position - reducing DO by one staff member**

Question: How many vacant positions do we currently have?

- ☐ **CUHS Playground Supervisor (6.3hr) - NOT FILL (\$42,000)**
- ☐ **CGS Playground Supervisor (2hr) - NOT FILL (\$9,000)**
- ☐ **Mechanic (8 hr) - NOT FILL (Already in Budget Development)**
- ☐ **Assistant Mechanic (8hr) - NOT FILL (\$82,000)**
- ☐ **Bilingual Aide (4 hr) - NOT FILL (\$31,000)**
- ☐ **Instructional Aide (5 hr) - NOT FILL (26-27 and beyond) (\$32,000)**
- ☐ **Grounds (4hr) - NOT FILL (\$45,000)**
- ☐ **Library Media Clerk II (7hr) - NOT FILL (\$75,000)**
- ☐ **Custodian (8hr) - FILL (starting 26-27)**
- ☐ **Custodian (4hr) - FILL 3 of 4 hours**
- ☐ **SLMS Secretary / Clerk (4hr) - FILL**
- ☐ **SLMS Bilingual Aide (4hr) - FILL**
- ☐ **Manager of Fiscal Services (8hr) - FILL**
- ☐ **HR/Assessment Coordinator (8hr) - FILL** as part of a consolidated position - reducing DO by one staff member**

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- ☐ ~~Instructional Aide (5 hr) - NOT FILL (26-27 and beyond)~~
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- ☐ ~~Library Media Clerk II (7hr) - NOT FILL~~

- ☐ Custodian (8hr) - FILL (starting 26-27)
- ☐ Custodian (4hr) - FILL 3 of 4 hours
- ☐ SLMS Secretary / Clerk (4hr) - FILL
- ☐ SLMS Bilingual Aide (4hr) - FILL
- ☐ Manager of Fiscal Services (8hr) - FILL
- ☐ HR/Assessment Coordinator (8hr) - FILL** as part of a consolidated position - reducing DO by one staff member

Not filling these
classified positions
creates an ongoing
savings of \$316,000
per year

Recommendations: Staffing - Conf Mgmt \$120,000

Staffing at District Office - Consolidation	Resignation (1) and RIF (1) at the DO. Admin Assist to Sup and HR/Asses Coord.	\$100,000
Staffing - Confidential Management	Conf/Mgmt Retirement - Manager of Fiscal Services (Net of Replacement)	\$20,000

Recs: Operations/Programmatic - \$188,000

Site Operations	Site Budgets Reduction (15%)	\$50,000
Programmatic	Reduce Summer School Offerings. At CGS /SLMS, just ESY and tutoring during Champions. CUHS keeps Credit Recovery	\$40,000
Athletics	Reduce uniform turnover to every 5 years; starting 26-27, reduce non league games	\$35,000
Operational/Tech	Tech Replacement Alignment	\$15,000
Programmatic	Reduce Principal Designee Stipends / Elim Dir Curric Salary Enhancements	\$15,000

Recs: Operations/Programmatic - Cont - \$188,000

Operational / Programmatic	Reduce conferences by a third	\$12,000	
Operational	Eliminate ACSA Membership	\$7,000	
Operational	Reduced Utilities for reduced summer school and holiday monitoring	\$5,000	
Operational/Materials	Copies / Shredding / Cut mailing	\$5,000	
Programmatic	Use free online programs instead of purchasing when possible (Typing)	\$3,000	
Programmatic/Material	PE supplies at SLMS paid for with outside funding	\$1,000	

Recommendations: DRAFT Reductions total: \$1,239,000

Budget Reduction and Revenue Generating Recommendations - BAC Meeting #5

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Recommendations: Revenue Ideas

IV. Detailed Revenue Ideas - These are Revenue Ideas the Budget Committee has reviewed and approved.

These items are difficult to predict the \$ amounts until a contract is signed or the event is held.

Area	Revenue Idea
Fundraising	Annual District Fundraiser
Operations / Facilities	Raise Facility Use Fees; market for events; Rent DO Rooms not Used
Operations / Facilities	Raise Christmas Market Rates

Recommendations: Tier 2 Reduction Ideas

These items are included as additional considerations for reductions but not as highly supported by the BAC. If additional, unexpected expenses for the district occur or there is a need for further reductions, these recommendations are to be considered:

Area	Strategy/Position	Est Annual Savings
Staffing - Certificated	Combination Class or larger class size at CGS; Not Fill Classroom Teacher Retiree	\$112,000
Staffing Certificated	Reduce / Eliminate Prep Buyout	\$17,000
Staffing - Classified	Reduction of Hours / Days <ul style="list-style-type: none"> Aides that work 8 hrs to 6.5 hrs (\$39K) Van Drivers reduce to 11 months (\$30,000) Bus Drivers reduce to DOSA + 4 (\$89,000) 	\$39,000 \$30,000 \$89,000
Programmatic	Additional Stipend Reductions	\$5,000-\$20,000
Operational (Bussing)	No AM Bus Service (Fuel Savings) Charge for Bussing (\$360 annual x 140)	\$23,000 \$50,400
Programmatic (Classified)	Eliminate Summer Assistance Program	\$22,000
SUBTOTAL ONGOING SAVINGS		\$337,000-\$379,000

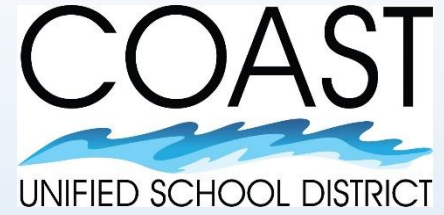
Second Tier of Recommendations

- Combination Class - not replace an additional retiree
 - (\$110,000)
- Reduce Prep Buyouts (\$17,000)
- Reduction of Hours / Days
 - Aides that work 8 hours to 6.5 hours (\$39,000)
 - Van Drivers reduce to 11 months (\$30,000)
 - Bus Drivers reduce to DOSA + 4 (\$89,000)
- Additional Stipend Reductions (\$5,000-\$20,000)
- No AM Bus Service (\$23,000 Fuel Savings)
- Eliminate Summer Assistance Program (\$22,000)

Timeline and Next Steps:

- Board Meeting: Thursday, December 11 at 6p - We present BAC Recommendations
- Board Study Session: Tuesday, January 6
- Board Meeting: Thursday, January 8 at 6p (Potential Board Approval of Reduction Plan)
- Other Key Dates:
 - Second Interim: March 12 (TBD): This would include any approved reductions in the MYP
 - June Board Meetings: Budget for 26-27

Thank you all!



We have done very important work! Thank you for your input, collaboration, and thoughtfulness. It is an honor to work with a UNIFIED group serving the
COAST UNIFIED SCHOOL DISTRICT.