



Santa Barbara Unified School District

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Measure H2008 Citizens' Parcel Tax Oversight Committee

Tuesday, September 6, 2011

Minutes

1. Call to Order

The meeting was called to order by Acting Chair (AC) Doug Martin at 6:03 p.m.

Flag salute was led by AC Doug Martin.

2. Introductions and roll call by Deputy Superintendent Eric D. Smith.

Committee members present:

- Andy Barrad: parent representative
- Margie Yahyavi: Santa Barbara Education Foundation representative
- Jean Reiche: senior citizens group representative
- Patsy Hicks: community member representative
- Karen Kerns: parent and PTA representative
- Loren Mason: parent representative
- Carola Nicholson: tax preparer representative
- Doug Martin: business representative
- Karen Anderson: parent and PTA committee representative (arrived at 5:55 p.m.)

Santa Barbara Unified School District (SBUSD) staff present:

- Eric D. Smith: deputy superintendent (DS)
- Julie Nemes: internal auditor
- David Cash: superintendent
- Alma Flores, administrative assistant

3. Measure H2008 Citizen's Oversight Committee (COC) Bylaws

DS Smith distributed copies of the committee bylaws and briefly reviewed them with the group.

4. Election of Officers

Motion made by AC Martin to nominate Committee Member (CM) Karen Kerns as chair.

Motion made by CM Kerns to nominate CM Reiche as chair. CM Reiche declined nomination.

CM Nicholson seconded Kerns' nomination as chair. No other nominations were made.

Motion passed. Vote: 7-1 / Ayes: 7 / Abstention: 1 (Kerns) / Absent: 1 (Anderson)

Motion made by CM Martin to nominate CM Reiche as vice-chair. Seconded by CM Barrad.

No other nominations were made.

Motion passed. Vote: 8-1 / Ayes: 8 / Absent: 1 (Anderson)

Motion made by Chair Kerns to nominate CM Martin as secretary. Seconded by Margie Yahyavi.

Motion Passed. Vote: 7-1 / Ayes: 7 / Abstention: 1 (Martin) / Absent: 1 (Anderson)

5. Review and Approval of December 13, 2010 Minutes

CM Mason asked what the class size reduction (CSR) for math ratio was. DS Smith responded it was a 20 average, with a not to exceed of 22 students.

Chair Kerns requested data/numbers of CSR for math be provided at the next Measure H COC meeting to determine compliance.

CM Karen Anderson walked in at 5:55 p.m.

Motion made by CM Martin to approve the December 13, 2010 minutes with no changes. Seconded by CM Hicks.

Motion did not pass due to lack of quorum.

Vote: 3-6 / Ayes: 3 (Reiche, Martin, and Anderson) / Abstention: 6 (Barrad, Yahyavi, Hicks, Kerns, Mason, and Nicholson)

6. Statement of Economic Interest (700 Form)

Item was taken out of order.

Ann Peak, personnel coordinator certificated, presented the item. She explained that all committee members were required to complete the 700 Form by October 7, 2011.

7. Site Visit Reports

Secretary Martin provided some background on the site visit reports. He indicated that previous committee members were concerned about how the Measure H funds were being expended at the various secondary sites. Unfortunately many of the previous members are no longer on the Measure H COC and as a result their reports are missing.

Vice-chair (VC) Reiche distributed copies of her site visit reports. She indicated concern about her Dos Pueblos High School (DPHS) visit. DPHS staff shared that a projector, purchased with Measure H funds, was not being utilized because of lack of funds to purchase replacement light bulb. VC Reiche asked why the site was unable to use Measure H funds to purchase the bulbs. Internal Auditor, Julie Nemes explained the decision had been hers, she indicated it was a supplement vs. supplant issue. She explained.

Secretary Martin suggested the site visit reports agenda item be moved to the next COC meeting so that members had time to review VC Reiche's reports. CM Anderson will provide site reports at the next meeting.

Committee members had no objections on tabling the site visit reports for the next meeting.

8. Meeting Schedule/Dates/Times

Item was taken out of order.

Chair Kerns proposed meeting in October. Committee agreed to meet on Monday, October 3 at 5:30 p.m. CM Mason requested the meeting schedule be posted on the SBUSD's internet page.

The year schedule will be set at the October 3 meeting.

9. Future Meeting Topics

Item was taken out of order.

Committee members requested the following items be placed on the October 3 agenda:

- CSR staff report
- Site visit reports
- Updated financial reports
- Committee's presentation to the board discussion
- DPHS replacement of projector light bulbs discussion

10. 2010-11 Unaudited Actuals and Comparison Report

Internal Auditor, Julie Nemes, presented the 2010-11 unaudited actuals balance sheet and revenues, expenditures and changes in fund balance schedule. Ms. Nemes also presented a comparison report between 2010-11 unaudited actuals and the 2010-11 budget and 2011-12 budget. Ms. Nemes provided explanations for variances on the comparison report.

11. Multi-Year Budget

Ms. Nemes presented the parcel tax budget for 2011-12 and 2012-13, including the assumptions used to develop the budget for each year. Ms. Nemes also presented the actual results for 2009-10 and 2010-11 and explained the change in assumptions from 2010-11 to 2011-12.

12. Parcel Tax Revenue Comparison

Ms. Nemes gave an overview of the parcel tax revenue comparison between 2010-2011 and 2011-2012. Ms. Nemes presented the revenue comparison by number of parcels and by total dollars. Ms. Nemes discussed how the decrease in senior exemptions resulted in total parcel tax revenues coming in higher in 2011-12 as compared to 2010-11.

CM Barrad exited meeting at 6:30 p.m.

Committee members will discuss the mechanics of Measure H budget presentation at their next meeting.

CM Anderson noted the importance of making visible what measure H is funding at the upcoming back to school nights. Superintendent Cash will make the announcements.

13. Discussion Regarding Committee Presentation to Board of Trustees

Item was moved to the next meeting.

14. Adjournment

Motion to adjourn the meeting at 6:55 was made by Secretary Martin. Seconded by CM Nicholson.

Motion passed. Vote: 8-0.

Minutes submitted by Alma Flores.

Minutes approved on: October 3, 2011.