



## LAS VIRGENES UNIFIED SCHOOL DISTRICT FINANCE COMMITTEE

**October 15, 2021**

Present: Angela Cutbill, Board Representative  
Dallas Lawrence, Board Representative  
Dan Stepenosky, Superintendent  
Karen Kimmel, Assistant Superintendent, Business  
Steve Scifres, Assistant Superintendent, Human Resources  
Clara Finneran, Assistant Superintendent, Education  
Ryan Gleason, Assistant Superintendent, Administrative Services  
Kristine Torres, Director of Accounting

The meeting was called to order at 9:00 a.m. via teleconference/video conference.

Ms. Torres went over the agenda for today's Finance Meeting noting that the following topics would be covered:

- One-Time Grant Review
- Home to School (HTS) Transportation
- 2021-22 First Interim Planning
- Potential Bond Measure

### **One-Time Grant Review**

Ms. Torres shared the original one-time funds of \$5.4M that were received by the school district noting that each fund was spent, recorded and closed out.

She then spoke about new one-time funds of \$16.5M that the district is slated to receive. These funds will target class size reduction, expanding counseling support, expanded school year and summer school. Ms. Torres did note that there were some revisions to the grants, such as AB 86 increasing from \$3.1M to \$3.6M. She also noted that the dates the funds need to be used by were extended to September 30, 2024.

Ms. Cutbill asked what visual arts and performing arts teachers cost per year. Ms. Torres replied that the District budgets \$1.2M for VAPA but the actual cost is closer to \$1M. Ms. Kimmel noted that the extra money can be used towards offsetting VAPA costs in the following year.

Ms. Torres shared that the District received \$1.7M from the ELC Reimbursable Grant which is part of the American Rescue Plan Act of 2021. It provides support for COVID-19 testing and prevention to keep schools operating safely through July 31, 2022. A minimum of 85% of the funds must be allocated to supporting testing and prevention. A maximum of 15% may be allocated for coordination, management, technical assistance, monitoring, and data collection activities.

Allowable uses for this grant include:

- COVID testing and vaccine clinics
- Salaries for staff involved in testing or contact tracing
- Non-capital costs (less than \$5K) related to prevention such as cleaning, disinfection and PPE and portable HEPA fan, filtration systems.

Ms. Cutbill commented that the high schools have been going through lots of face masks each day and asked if there were enough supplies to accommodate this. Ms. Kimmel noted that it is unfortunately wasteful, but the District is ordering more masks and charging grants. Mr. Lawrence asked if the District feels they will be able to use all of these funds. Ms. Torres replied that they are constantly looking for areas where these funds can be charged noting that pre-approval will be required for items more than \$5K.

Ms. Torres went on to speak about other grant opportunities such as the Education Effectiveness Block Grant which will provide \$2.5M of funding. This grant is based on the total certificated and classified FTE. Professional development funds are allowed only for staff who work or interact with students in ten general focus areas. The District would need to develop an expenditure plan, present at a public hearing and adopt by December 30, 2021. Funds would have to be used by June 30, 2026.

Ms. Torres shared information on other grant opportunities such as:

SPED Learning Recovery Support & Dispute Resolution

- Fall 2021 expenditure plan
- Use by June 2023

Expanded Learning Opportunities

- Based on unduplicated students for after school and summer enrichment for TK-6

One-time planning & facilities grant for TK expansion.

A-G Completion Improvement Grant.

Ms. Torres noted that all of these are pending program details before they can be incorporated into the budget.

There are also a few grant opportunities that are lacking information pertaining to money or other details:

- Targeted Educator Learning Opportunities
- Teacher Residency Program Grant
- Competitive Career Technical Education (CTE) matching grant
- Special Education Preschool Grant

### **Home to School Transportation**

Ms. Kimmel shared the Administrative Regulation 3541 regarding transportation which reads: District may furnish transportation for all resident students that live beyond the maximum required walking distance to a school or bus stop. The LVUSD Board Policy lists eligible walking distance as follows: K-5: 2.5 Miles, 6-8 – 3.5 Miles, 9-12 – 5 Miles which is greater than the CSBA maximum walking distance. Ms. Kimmel noted that special consideration is taken when the student is within walking distance but a hazardous condition exists (such as a freeway overpass). A minimum of 15 students is required for a route to operate.

Ms. Kimmel shared that for General Education transportation, there are three options to access some form of transport through LVUSD, the City of Calabasas, or the City of Westlake Village. The annual bus pass rate for a single rider for an LVUSD student is \$660 compared to \$667 for Santa Monica Unified, \$415 for Conejo Valley Unified and \$388 for Moorpark Unified.

Ms. Kimmel also shared transportation cost noting that in the 2018-2019 school year, the District had \$242K in bus pass revenue with a bus service expense of \$917K. For the 2021-2022 school year it is estimated that there will be \$230K in bus pass revenue. The bus service contract is estimated at \$1.2M.

Ms. Kimmel noted that school start times coupled with geography and the Durham bus driver shortage has proven difficult. A District-wide study of routes and rates is currently pending.

Ms. Cutbill asked how much ridership is down due to COVID. Ms. Kimmel replied that at its peak, the District had 700 students ride the bus. That number is now 560 but it is hard to tell if the decrease is due to COVID or a drop in enrollment.

Ms. Kimmel also spoke about the termination clauses for Durham:

a) 1.6.1 - Criteria - Termination - Failure to appropriately staff Home-to-School or Special Education routes is cause for termination, however, section 1.6.2 requires District to provide written notice and contractor has 30 days to remedy.

b) 1.7 - Non-appropriation of funds. If the BOE chooses not to fund Home-to-School transportation for 22-23 and beyond, we could cancel the Home-to-School section of the agreement. However, 2.2.3.8 allows the Contractor to renegotiate the contract if there is a reduction in routes of 20% or more.

c) 1.8 Termination without cause. Provides 6 months' notice to either party.

Ms. Kimmel noted that if the District terminates the Home-to-School contract, it could jeopardize Special Education, emergencies, field trips, High School athletic trips and Outdoor Education. Ms. Kimmel also shared that there are currently 100 low-income students in isolated areas of unincorporated LA County (students at AHS, LCMS and Sumac) and it would cost \$175K to continue bus service for at-risk students.

### **2021-2022 First Interim Planning**

Ms. Torres shared that new legislation was signed for Independent Study under AB 176. This legislation waives the 15 day cap on short-term independent study if it is due to quarantine. It allows for ADA on the first day. Ms. Torres noted that there is a compliance concern as the ratio needs to be the same or better as students in the regular program. There is also a record-keeping portion that ensures all pieces of the program are compliant.

Ms. Torres shared that there are still needs for staffing, particularly in the following areas:

- Special Ed Instructional Aides
- Campus Supervisors, Instructional Aides
- Maintenance & Custodial
- Site Clerical
- Accounting/Purchasing
- Cafeteria Servers

Dr. Stepenosky shared that the District is also involved in a few class action lawsuits. One involves the vaping corporation, JUUL, which involves LVUSD and multiple other districts. Another involves Opioid addictions and their impact on schools specifically Special Education and absenteeism. Dr. Stepenosky noted that they are looking at what impact these could have to the District.

## **Potential Bond Measure**

Ms. Kimmel shared that there are \$5.2M left in the bond fund of which \$1.5M is earmarked for technology, \$0.5M is earmarked for the restroom project at White Oak leaving \$3.2M available.

She also noted that Measure R falls off the tax roll in Fiscal Year 2025-2026. If a new bond is approved, funds could be available for use in June 2023. The new bond would not appear on the tax roll until Measure R has expired. Ms. Kimmel shared a timeline for a potential bond measure:

Jan-Jul 2022	Board/Staff subcommittee work District community outreach
Jun-Jul 2022	Board discussions/decisions on bond list & ballot language
Aug 2, 2022	Estimated deadline for Board Resolution
Aug-Nov 2022	Volunteer effort
Nov 8, 2022	Potential election

Mr. Lawrence noted that he would like more information on high school students in the district to see if they can impact the vote based on their birthdays. Ms. Cutbill shared that she is interested in learning what other districts are doing.

Ms. Kimmel went on to share historical election costs for a bond measure. In 2019-2020, the cost was \$160K and in 2020-2021, the cost was \$125K. She noted that when there are less items on the ballot, the cost to the District is typically higher.

Ms. Kimmel shared a timeline for upcoming dates:

Dec 3 <sup>rd</sup>	Finance Committee
Dec 14 <sup>th</sup>	Board Mtg: First Interim Budget Revision

The meeting adjourned at 9:55 a.m.