



## LAS VIRGENES UNIFIED SCHOOL DISTRICT FINANCE COMMITTEE

**August 14, 2020**

Present: Dallas Lawrence, Board Representative  
Lesli Stein, Board Representative  
Dan Stepenosky, Superintendent  
Karen Kimmel, Assistant Superintendent, Business  
Steve Scifres, Assistant Superintendent, Human Resources  
Clara Finneran, Assistant Superintendent, Education  
Jim Klein, Chief Technology Officer  
Kristine Torres, Director of Accounting  
Kelly Beder, Business Manager  
Julie Pescetto, Director of Maintenance, Operations and Facilities

The meeting was called to order at 9:15 a.m. via teleconference/video conference.

### **2019-2020 Year End Close**

Ms. Torres shared the positives and challenges of the new LACOE software system also known as BEST. A positive is that the system is all electronic which allows for the work to be done remotely. Challenges are that the system is not prepared to complete all tasks that only occur one time a year. Ms. Torres shared that the unaudited actuals will be presented to the Board of Education at the September 15, 2020 meeting. Preliminary findings of savings were found in the following areas:

- Federal one-time COVID funds
- NPS Students returning home
- Contracts unable to be fulfilled
- Legal budgets
- Supply budgets
- Hiring freeze
- Substitute Costs

- Utility Costs
- Professional Development

Ms. Stein commented that while the savings are very helpful, it will take the district a while to return to where it was financially before COVID. Dr. Stepenosky asked which facilities were opening up. Ms. Kimmel shared that childcare is up and running at various sites and that more facilities will open as public health ordinances allow.

Ms. Stein asked which employees are currently on-site. Ms. Kimmel shared that administrators are on site along with office managers and health clerks. Teachers may teach remotely from their classrooms if they choose. Mr. Lawrence asked if rentals would be shut down once sites reopen fully and Ms. Kimmel said that there is no facility use inside any classrooms.

### **Retirement Incentive**

Ms. Kimmel shared the proposed LVEA Early Retirement Incentive. Proponents of this plan include:

- Age 55 and older
- Having 5 or more years of LVUSD service
- The total benefit would equal \$40,000 over 5 years
- Health retirement account (tax free)
- The board determines the fiscal viability of the plan

Ms. Kimmel went on to share the timeline for the retirement plan which would be:

- 9/15 – Board review only
- 10/6 – Board approval
- 10/7 – Announcements sent to eligible employees
- 10/19 – Group orientation meetings
- 10/26 – Individual counseling sessions
- 1/22 – SERP enrollment and resignation letters due
- 1/29 – Last day to rescind resignation
- 2/9 or 2/23 – Board approval final cost analysis and determination of savings
- 6/30 – Employee retires

Mr. Lawrence asked what the number was for viability and Ms. Kimmel said the plan is fiscally viable at about 22 members.

### **One-Time Funds**

Ms. Kimmel shared a slide pertaining to one-time funds which was shared previously and asked if there were any questions. The committee felt they had been given appropriate information in previous meetings.

### **Fiscal Year 20-21 Summary**

Ms. Kimmel shared that, after one-time COVID grants, the district is operating at a \$2M deficit.

### **Multi-Year Projections**

Ms. Kimmel shared that funding this year is based on last year's attendance numbers. This will eventually hurt the district in a few years when the funding is based on this year's numbers. The district was also able to add in the Special Education equalization money. It is hard to determine what normalcy will be and future enrollments (which are the key driver in our LCFF funding).

The committee decided to reschedule the board study session originally in place for September 10, 2020. Options for a new date in November will be sent out.

The meeting adjourned at 10 a.m.