BURBANK UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION
SPECIAL MEETING

Tuesday, May 26, 2020

6:00 p.m. - Closed Session
7:00 p.m. - Public Session

Virtual Meeting - Burbank, California

Disclaimer: Please note that the Burbank Public Libraries (as listed below) are currently closed. Due to the Coronavirus Pandemic Social Distancing Guidelines, please continue to view the online agenda at www.burbankusd.org.

AGENDA

The entire agenda packet is available for review online at www.burbankusd.org; at the District Office Building, Superintendent's Office, 1900 W. Olive Ave., Burbank, 91506; and at the Reference Desk in all Burbank City Libraries at: 110 N. Glenoaks, Burbank, 91502; 300 N. Buena Vista, Burbank, 91505; and 3323 W. Victory Blvd., Burbank, 91505.

1. CALL TO ORDER

1.a NOTICE TO THE PUBLIC

NOTICE IS HEREBY GIVEN that the Closed Session at 6:00 p.m. will be held by teleconference to discuss matters on the Closed Session agenda. The 6:00 p.m. Closed Session and the 7:00 p.m. Special Virtual (online) Meeting is held pursuant to Executive Order N-29-20 issued by California Governor Gavin Newsom, which suspends certain requirements of the Ralph M. Brown Act. Balancing the health risks associated with the Coronavirus (COVID-19), while appreciating the public's right to conduct the people's business in a transparent and open manner, during the current State of Emergency and in the interest of public health and safety, most-and possibly all of the Board Members will be participating by teleconference. District facilities are closed to the public until further notice and the public will not be able to physically attend the Board of Education Meeting. The Board will reconvene in Public Session at 7:00 p.m. The District is providing alternatives to in-person attendance for viewing and participating. Any individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction. In order to facilitate public participation at meetings while adhering to proper social distancing guidelines, the Board of Education will accept public communications via email at rosegarcia@burbankusd.org and/or by voicemail at (818) 729-4584, no later than 5:00 p.m., May 25, 2020. Comments will be read during Public Comment followed by staff and Board responses. Any communication received after this time, will be distributed to staff and/or Board of Education Members on May 27, 2020. The meeting will be streamed by visiting the District's website Board of Education page at https://www.burbankusd.org/site/Default.aspx?PageID=1945.

2. REQUESTS TO ADDRESS THE BOARD

Any individual with a disability who requires reasonable accommodation to participate in a Board meeting may request assistance by contacting the Superintendent's Office at (818) 729-4422.

2.a Public Communications

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2.b Staff Responses

2.c Board Members' Comments and Responses

3. CLOSED SESSION

The Board will meet in Closed Session for the purpose of the following:

3.a Conference with Labor Negotiator, Pursuant to Government Code §54957.6
Agency Negotiator: Sarah Niemann
Employee Organization: Burbank Teachers Association (BTA)

3.b Conference with Labor Negotiator, Pursuant to Government Code §54957.6
Agency Negotiator: Sarah Niemann
Employee Organization: California School Employees Association (CSEA) Chapter 674

3.c Public Employee Performance Evaluation Pursuant to Government Code §54957
Title: Superintendent of Schools

4. RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE

When the Board of Education reconvenes in Public Session, the Board may make any required disclosures regarding actions taken in Closed Session or adopt any appropriate resolutions concerning these matters.

5. REPORTING ON CLOSED SESSION

6. ITEMS FOR FUTURE AGENDAS

7. REQUESTS TO ADDRESS THE BOARD

7.a Public Communications

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7.b Staff Responses

7.c Board Members' Comments and Responses

8. STUDY SESSION

8.a Budget Discussion 2020-2021

Debbie Kukta, Assistant Superintendent, Administrative Services, will facilitate a presentation of options to address the upcoming 2020-2021 fiscal year budget deficit, as presented.

Budget Discussion 2020-2021 and_PP_052620.pdf

8.b Board and Staff Comments

9. ADJOURNMENT

Burbank Unified School District
Administrative Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Debbie Kukta, Assistant Superintendent, Administrative Services
PREPARED BY:	Alyssa Low, Director of Fiscal Services
SUBMITTED BY:	Ruthie DiFonzo, Senior Administrative Assistant
DATE:	May 26, 2020
SUBJECT:	Budget Discussion 2020-2021

Background:

The District faces a significant budget gap next year and beyond. The Governor's May Revision of the State's 2020-2021 budget incorporated deep cuts to its education budget, severely impacting the budgets of California school districts for the next fiscal year and the foreseeable future. This discussion is a follow-up to the meeting of May 19, 2020.

Discussion/Issues:

Staff will present reduction options to address the 2020-2021 budget deficit.

Financial Impact:

This is a report only.

Recommendations:

Debbie Kukta, Assistant Superintendent, Administrative Services, will facilitate a presentation of options to address the upcoming 2020-2021 fiscal year budget deficit, as presented.

Burbank Unified School District Budget Update and Discussion

Matt Hill, Superintendent
Debbie Kukta, Assistant Superintendent, Administrative Services
Alyssa Low, Director, Fiscal Services
Carin Wantland, Assistant Supervisor of Budget and Finance

May Revise Broad Estimates

- Our current projected LCFF is $138 million
- We were projecting a 2.29% COLA as of Second Interim for 2020-21 which equated to an additional $3 million in LCFF funds from 2019-20.
- May Revise now projects a reduction of 10% to LCFF funding in 2020-21
  - This equates to $10,650,000 million less LCFF revenue
- Total of $13,650,000 million less in LCFF funding
- There will also be a deferral of LCFF apportionment in June 2020
- Additional deferrals of LCFF apportionments in 2020-2021
- Anticipated LCFF deferrals scheduled for payment in 2021-22
- Additional cuts to grant programs. Amounts still to be determined
- Anticipated change in STRS and PERS percentage reduction
- Federal CARES ESSER funds have been confirmed. BUSD's allocation is projected to be close to $1,300,000

Potential Reductions ($13.6 M needed)

Unrestricted and Restricted General Fund	
STRS/PERS contribution change savings over two years	2,090,000
Reduce Contribution to Horace Mann Preschool With the Closure of Horace Mann Infant rooms	130,000
Reduction to LCAP supplemental	1,500,000
Reduction to LCAP Base	9,920,000
Total	13,640,000
Potential Reductions Depending on Advocating and Legislation	
Defer contribution payments to STRS/PERS	7,238,000
Reduce Instructional Year by 5 Days	3,000,000

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Potential LCAP Supplemental Reduction Options ($1.5 M needed)

Guided Language Acquisition Design (GLAD)	60,000
English Learner (EL) initial summer school credit	25,000
Advanced Placement (AP) Fees	40,000
Positive Behavioral Interventions and Supports (PBIS)	90,000
Library Assistants reduce by half	157,807
Targeted Sections Secondary	218,520
Summer School-Secondary	200,000
Intervention Specialists reduce by half	637,825
English Language Development (ELD) Specialists reduce by half	242,846
Curriculum Specialists reduce by half	683,813
Middle School Counselors (3)	322,717
High School Counselors (2)	245,031
TOTAL	$2,923,559

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Potential Base Grant Reduction Options ($9.9M needed)

Art Supplies	14,000
Art Professional Development	20,000
Musical Instrument & Repair	20,000
GATE Professional Development	5,000
GATE Testing	20,000
GATE Coordinator .2	17,099
PE Assistants	146,053
Elementary Music Teachers	252,535
Media Techs reduce by half	246,627
World language Teachers	256,767
Arts/CTE Coordinator	181,106
Instructional Technology Coordinator	178,413
	1,357,600

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Cont.'d Potential Base Grant Reduction Options ($9.9M needed)

Total From Previous Slide	**1,357,600**
Close Horace Mann	**380,000**
Reduce Graduation Requirement (Electives)	**TBD**
Increase Class Size	**TBD**
Secondary Assistant Principals (4)	**540,000**
Special Ed funding increase (Pending State Budget)	**1,500,000**
Cancel Social Studies textbook adoption*	**900,000**
Sell Surplus Property	**TBD**
Other Reductions	**TBD**
Total reductions needed	**$9,920,000**

*If State gives flexibility with Lottery Funding

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Additional Considerations

- Review graduation requirements and reduce electives and/or partner with community colleges
- Saturday school to recoup ADA
- Sweeping carryover balances
- Freeze expenditures, requiring higher level approval to ensure each expenditure is required for legal or contractual compliance, for safety or security purposes, because it serves a categorical program for which the funds must be spent, or for immediate use by teachers or students for instruction
- Require high level pre-approval of overtime
- Review all current extra hours or additional assignments to determine if they can be discontinued
- Have the Health Benefits Committee explore alternative coverages
- Audit covered participants in health benefit programs

Source – School Services of California publication dated 5/12/2020

Budget Update and Discussion

Any questions?