

# Castro Valley Unified School District

November 12, 2009

To: Castro Valley USD Staff Members  
Castro Valley Community Members

From: Jim Negri, Superintendent

Re: Information for the Second Budget Forum

Thank you for your interest in the development of the 2010-2011 budget. This Budget Forum is the second in a series of meetings that will be held this school year as the 2010-2011 budget is developed and adopted.

Questions and answers from the first Budget Forum are posted at <http://www.cv.k12.ca.us/our-district/budget-updates> along with other pertinent budget information.

Attached are three documents.

- A budget development timeline
- A chart of budget reductions that were made for this year, 2009-2010
- A chart of potential budget reductions for next year, 2010-2011, based on discussions last year and this year

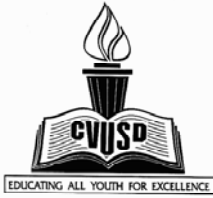
The main focus of the meeting will be the chart of potential budget reductions for next year. The items on the chart are placed in three categories

- Category 1: Actions Furthest Away from the Classroom (District-wide/District Level)
- Category 2: Actions Closer to the Classroom (School-Level/Indirect Impact to the Classroom)
- Category 3: Actions Directly Impacting the Classroom

The items in this chart are not in any prioritized order within a category and may end up in a different category. No dollar value or number of employees has been assigned to the items at this time. Some items are subject to negotiation with our employee organizations (CVTA and CSEA). The purpose of the chart is to spark discussion regarding the value of a potential budget reduction and to generate additional ideas.

No decisions will be made at this forum, but your input will be important to the discussion. The current state projections show the district facing a \$3.1 million deficit for next year, but that number will continue to change as the state's economy and budget change.

Please feel free to email additional comments to me at [jnegri@cv.k12.ca.us](mailto:jnegri@cv.k12.ca.us).



## **BUDGET DEVELOPMENT CALENDAR**

**FY 2010-2011**



The Budget Development Calendar presents an overview of the District's budget process identifying key events. The calendar ensures adequate planning time and compliance with State mandated requirements. The dates outlined below are subject to minor changes depending on Board meetings and the receipt of timely information from the State.

September through December	Adopt 2010-2011 Budget Development Calendar
	Communicate budget situation through All Hands, Community Forums and Parent Leadership Meetings.
	Monitor developments in Sacramento and communicate with all employee and community stakeholders.
	Identify and assess potential 2010-2011 actions requiring long lead time to analyze/implement, including alignment of budget with district goals and objectives
	Develop budget options.
December	Prepare and adopt 2009-2010 First Interim Report and provide budget analysis
January	Review <b>Governor's Proposed 2010-2011 State Budget</b> and impact on district
January through May	Communicate budget situation through All Hands, Community Forums and Parent Leadership Meetings.
	Monitor developments in Sacramento and communicate with all employee and community stakeholders.
February	Present 2010-2011 preliminary budget assumptions and projections, including results of needs assessment
	Initial Board action on management, certificated and classified layoffs.
	Prepare preliminary staffing and master schedule projections
	Review budget projections
March	Prepare and adopt 2009-2010 Second Interim Report and provide budget analysis
	Revise enrollment projections and staffing allocations
April	Review impact of State block grant initiatives
May	Revise income projections and expenditure budgets using latest projected State Budget COLA/data, as adjusted by the <b>May Revise</b>
	Prepare proposed 2010-2011 budget
June	Present 2010-2011 proposed budget and District Goals and Objectives to Board of Education
	On June 24 Board to adopt proposed budget and District objectives
	By June 30 State to adopt <b>State Budget</b>
August	Recalculate revenue and expenditures to reflect any changes required by the Budget Act within 45 days after the budget bill is signed by the Governor
August 15th	County Office review and approval of Adopted 2010-2011 Budget

# Castro Valley Unified School District

## 2009-2010 Budget Reductions - Confirmed

(# in brackets reflect reduction or savings)

Approved Budget Reduction Action		Confirmed June 9, 2009				Notes
		Full-Time Equivalent (FTE)			Confirmed	
		CVTA	CSEA	Mgmt		
<b>District Level</b>						
<b>District-Level Restructing/Reductions</b>						
	Board/Superintendent - Reduce Operating Budget				(24,000)	
	Reduce District Office Operating Budgets (all)				(128,500)	Actual Savings
	Business Services					
	Eliminate Facilities Construction Department		(1.125)	(1.0)	(247,514)	Shift responsibility to Maintenance, Operations & Transportation
	<i>Facilities Director</i>					
	<i>Facilities Account Tech &amp; Clerk</i>					
	<i>Facilities department supply budget</i>					
	Restructure Child Nutrition			0.0	(69,363)	Retains Lead at CVHS
	<i>Director to Supervisor</i>					
	<i>Cafeteria process improvements</i>					
	Restructure/Reduce MOT					
	Maintenance Supervisor to Lead		1.0	(1.0)	(13,970)	Increase CSEA by 1.0/Reduce MGMT
	Maintenance worker - Eliminate one		(1.0)		(59,722)	
	Flex: Deferred Maintenance contribution				(385,461)	Flexibility - No General Fund Contribution
	Transportation - reduce one route		(0.5)		(22,347)	
	Transportation - raise fees 15%				(17,695)	
	Restructure/Reduce Technology Support				(50,000)	
	Human Resources					
	Eliminate TV TIP UGF contribution	(2.2)		(0.4)	(192,000)	
	Reduce OSHA budget				(25,000)	
	Curriculum and Instruction					
	Instruction					
	Realign 40% of Coordinator to tchr	0.4		(0.4)	(51,671)	Actual Savings - Categorical Funded
	Realign 50% of Curriculum Spec to tchr	0.5		(0.5)	(29,716)	Actual Savings
	Special Education					
	Realign 50% of Coordinator, S E	0.0		0.0	-	No Savings; would lose SELPA \$
	Reduce P S extra days from 20 to 10				(11,000)	
	<b>All CVUSD Management</b>					
	Eliminate ACSA dues				(16,000)	Reduce Admin compensation
	<b>District-Wide</b>					
	Shift all qualifying retirees to Senior Advantage				(140,782)	100% participation
	Reduce vacation pay out (10 month employees)				(100,000)	Actual Savings to be Verified
	Reduce class size overage stipends				(12,000)	
	Eliminate optional Staff Development Day				(60,000)	Verified Savings
	Implement school control/cost for optional CEIP				(35,000)	
	<b>District Level Savings Sub-Total</b>	<b>(1.3)</b>	<b>(1.6)</b>	<b>(3.3)</b>	<b>\$ (1,691,741)</b>	
	<b>Elementary</b>					
	Consolidate technical support		(1.0)		(46,290)	Actual Savings
	Sustain 50% athletic program via fees/donations				(17,500)	
	Eliminate Reading Spec; restructure Title I	(5.5)			(431,382)	Verified Savings
	Add Title I Intervention Specialists	3.0				- Funded with ARRA Title 1
	Resource Specialist					- Case Load does not permit savings
	Modify K-3 Class Size Reduction					Removed from 2009/10 recommendation to Board
	<b>Elementary School Savings Sub-Total</b>	<b>(2.5)</b>	<b>(1.0)</b>	<b>0.0</b>	<b>\$ (495,172)</b>	

Approved Budget Reduction Action	Confirmed June 9, 2009				Notes
	Full-Time Equivalent (FTE)			Confirmed	
	CVTA	CSEA	Mgmt		
<b>Middle School</b>					
Sustain 50% athletic program via fees/donations				(37,500)	
Eliminate categorically-funded counselors (4.0 FTE remain)	(1.5)			-	No Actual Savings - Categorical Carryover depleted
Librarian (Certificated)	(1.0)			\$ (51,347)	
<b>Middle School Savings Sub-Total</b>	<b>(2.5)</b>	<b>0.0</b>	<b>0.0</b>	<b>\$ (88,847)</b>	
<b>High School</b>					
Eliminate one Assistant Principal - Secondary			(1.0)	(110,000)	
Assistant Principal - Secondary			1.0		Sustained with one-time Categorical Funding
Eliminate categorically-funded counselors	(2.0)			(93,407)	Employees Retained
Eliminate District-funded S R O (to categorical)				(95,000)	Working with Sheriff to retain with Grant/Categorical Funds
Sustain 50% athletic program via fees/donations				(100,386)	
Eliminate S L C supplemental allocation	(1.6)			(82,155)	
Eliminate 9th Grade Class Size Reduction	(4.4)			(208,305)	Verified Savings
Eliminate Seven Period Day supplemental allocation	(3.6)			(184,849)	Verified Savings
<b>High School Savings Sub-Total</b>	<b>(11.6)</b>	<b>0.0</b>	<b>0.0</b>	<b>\$ (874,102)</b>	
<b>All Schools</b>					
Eliminate categorically-funded PE teachers	(0.2)			(58,655)	Verified Savings
Reduce custodial staff by 5%		(2.0)		(99,386)	Verified Savings
Add Facilities Custodians		2.0		-	Funded with Facility Use Fees
Restructure K-12 IS/Opportunity programs	(1.0)			(51,347)	Verified Savings
Reduce Instructional Leader stipends				(20,000)	Specific cuts TBD
Special Education Aides - reduce hours				(15,000)	
Reduce site discretionary allocations by deficit factor				(83,994)	
Reduce summer maintenance program by 50%				(100,000)	
Eliminate summer maintenance program				\$ (100,000)	
Reduce custodial staff additional 10% (to 15% cut)		(4.0)		\$ (209,623)	
Music Teachers - Reduce	(2.3)			\$ (193,846)	Restructure in consultation with music staff Eliminate 4th grade instrumental.
Add Music Teacher - Arts/Music Block Grant	1.0			\$ -	Funded by Arts/Music Block Grant
Summer School - eliminate unfunded courses				-	Funding cut offset potential savings
<b>All Schools Savings Sub-Total</b>	<b>(2.5)</b>	<b>(4.0)</b>	<b>0.0</b>	<b>\$ (931,851)</b>	
<b>Total</b>				<b>\$ (4,081,713)</b>	
<b>Full-Time Equivalent Sub-Total</b>	<b>-20.4</b>	<b>-6.6</b>	<b>-3.3</b>	<b>-30.3</b>	
<b>Number of Employees in Unit</b>	<b>472.8</b>	<b>216.3</b>	<b>49.0</b>	<b>738</b>	
<b>Percent of Employees in Unit</b>	<b>-4.3%</b>	<b>-3.1%</b>	<b>-6.7%</b>	<b>-4.1%</b>	

**Castro Valley Unified School District  
2010-2011 Budget Considerations**

**Public Forum - November 2009**

	Potential Budget Considerations	Notes
1.00	<b>Category 1: Actions Furthest Away from the Classroom (District-wide or District Level)</b>	
1.01	Sweep Categorical Funding/Tier III Funding	Would eliminate positions
1.02	Reduce/Eliminate District Office Clerical Support	All departments
1.03	District Level Consultants	Example: technology, legal
1.04	District and Board Membership Dues	
1.05	Home-to-School Transportation	
1.06	Meeting, Workshop & Conference Expenses	
1.07	Furlough Days/Across the Board Salary Reduction	Subject to negotiations
1.08	Medical Benefits (currently \$5552/employee)	Subject to negotiations
1.09	Deferred Maintenance	
1.10	Computer Servers - Life Cycle Replacement	
1.11	Reduce the Teacher Work Year (currently 185 days) (Ed Code requires 180 student days)	Subject to negotiations /Includes furlough days
1.12	Reduce Expenditures for Utilities Through More Efficient Management	
1.13	Reduce the Cost of Supplies/Go Paperless	Example: Registration packets, report cards
1.14	Reduce/Eliminate District Celebrations/Events	Example: Welcome Back, Appreciation, Retirement
1.15	Close District Office on Fridays in Summer	Subject to negotiation/Need to be open if programs running
1.16	Restructure Grounds and Maintenance Operations/Eliminate Services	
1.17	Eliminate Technology Support for Site-Based Initiatives/Support District Programs Only	
1.18	Eliminate Career Enhancement Incentive Program Substitutes	Subject to negotiations
2.00	<b>Category 2: Actions Closer the Classroom (School-Level/Indirect Impact to the Classroom)</b>	
2.01	Sweep Categorical Funding/Tier III Funding	Would eliminate positions
2.02	Elementary Prep Period	Subject to Negotiation/Science (grades 4-5) & Physical Education (grades 1-5)
2.03	Eliminate/Restructure Funding for Athletic Program - K-5	
2.04	Eliminate/Restructure Funding for Athletic Program - 6-8	
2.05	Eliminate/Restructure Funding for Athletic Program - 9-12	

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2.06	School Resource Officer	
2.07	Eliminate Stipends for Exceeding Class Caps/Freeze Student Contact Caps	Subject to negotiations
2.08	Teacher Stipends/Release Periods	Stipends for additional duties/Subject to negotiations
2.09	Renegotiate Regional Occupation Program (ROP) Transportation Costs	
2.10	Eliminate/Restructure K-5 Summer School program	
2.11	Eliminate/Restructure 6-8 Summer School program	
2.12	Eliminate/Restructure 9-12 Summer School program	
2.13	Increase fees for Adult Education classes	
2.14	Reduce the work week to four days	Education Code requires days & minutes/Subject to negotiations
2.15	Counseling Service	
2.16	Restructure Special Education Services	
2.17	Suspend Class size caseload caps	Subject to negotiations
2.18	Tri-Valley Teacher Induction Program (TV TIP) Support Teachers	Reduce number of support coaches
3.00	<b>Category 3: Actions Directly Impacting the Classroom</b>	
3.01	Sweep Categorical Funding/Tier III Funding	Would eliminate positions
3.02	K-3 Class Size Reduction (CSR)	Adjust maximum number/Take state penalty
3.03	Classroom/Program Aides	
3.03	Elementary Vocal and Instrumental Music Program	
3.04	Library Services	
3.05	Close/Reconfigure Schools	
3.06	Reduce Adult Ed Classes for Older Adults	
3.07	Move to Full-Day Kindergarten Classes	No Cost Savings