

# ALVORD UNIFIED SCHOOL DISTRICT

9 KPC Parkway Corona, CA 92879 | P: (951) 509-5000 | F: (951) 358-1502

## AMEND RESOLUTION NO. 4

### RESOLUTION AUTHORIZING THE RENEWAL OF A BUDGET ADVISORY COMMITTEE AND ITS MEMBERS

**WHEREAS**, district enrollment has declined for many years, which has decreased the revenue available for district operations; and

**WHEREAS**, there exists a need to align levels of central office staffing with enrollment; and

**WHEREAS**, district retirement contributions are rising significantly because of state - mandated increases; and

**WHEREAS**, the district's budget includes an estimated \$7.8 million in reductions needed over the next three years, and

**WHEREAS**, a Budget Advisory Committee ("BAC") is under consideration to build awareness and understanding of the District budget, as well as to recommend ideas to the Board of Education related to reducing expenses and increasing revenues; and

**WHEREAS**, the Board wishes to renew the BAC and its original members from the 2018-2019 term, for the 2019-2020 year, effective February 1, 2020, which shall continue in accordance with the provisions of this Resolution; and

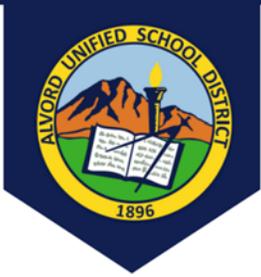
**WHEREAS**, Board Bylaw No. 9130 a "Board Committees" permit the Board to form committees consisting of Board members, District employees and community members; and

**WHEREAS**, this Resolution will set forth the purpose, duties and meetings of the BAC.

#### 1.0 PURPOSE

- 1.1 The BAC shall not have the authority to vote or take action on behalf of the Board.
- 1.2 The purpose of the BAC for 2019-2020 is to build awareness and ideally mutual understanding of the District budget.





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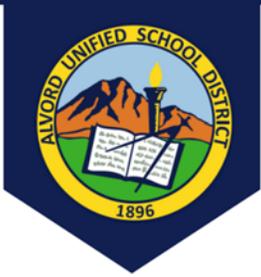
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- 1.3 The purpose of the BAC for 2019-2020 and beyond is to identify potential expenditure reductions and revenue enhancements to recommend to the Board. The BAC shall serve strictly in an advisory capacity to the Board by making recommendations on budgetary issues for the benefit of the District. The BAC shall not participate in any capacity in District personnel matters.
- 1.4 The BAC will report its suggestions to the Board.
- 1.5 The anticipated end date for the BAC is June 30, 2020 after recommendations for 2020-2021 District budget development are presented to the Board. However, The Board shall be authorized to dissolve the BAC at any time it determines it no longer requires the advice of the BAC.
- 1.6 If the District desires to renew the Budget Advisory Committee for a two-year term for the 2020-2021 and 2021-2022 year, the District will then present the Board of Education the BAC renewal for re-approval and new member applications.

## 2.0 MEMBERSHIP

- 2.1 The Board shall organize a BAC consisting of members as follows:
  - 2.1.1 The Board shall appoint one (1) Board member to serve on the BAC.
    - a) Robert Schwandt
  - 2.1.2 The Board shall appoint five (5) District administrators to serve on the BAC.
    - a) Fernando Cubias
    - b) Kevin Emenaker
    - c) Gerardo Aguilar
    - d) Empty Seat
    - e) LaShonda Owens
  - 2.1.3 The Board shall appoint six (6) members, one from each of the following groups:
    - a) Certificated Employee Representative – Erica Ferris
    - b) Classified Employee Representative – John Doverspike
    - c) Community Member Representative-Scott Andrews
    - d) Elementary School Parent Representative-Sandra Jacobo
    - e) Middle School Parent Representative-Desiree Sanchez
    - f) High School Parent Representative-Stacey Collins
- 2.2 BAC members shall serve on a voluntary and unpaid basis.
- 2.3 BAC members shall serve a one-year non-renewable term that begins upon appointment, and expires on June 30, 2020.





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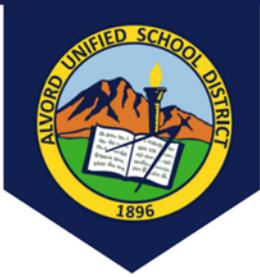
## 3.0 DUTIES

- 3.1 The specific duties of the BAC are to:
  - 3.1.1 Function as a conduit for financial information from the District to the public, on a year round basis.
  - 3.1.2 Analyze and evaluate budgetary improvements, and recommend budgetary goals for the following year.
  - 3.1.3 Provide input to the Board on specific findings, issues, problems, and concerns related to the District budget.
  - 3.1.4 Provide regular reports to the Board at regularly scheduled Board meetings.

## 4.0 MEETINGS

- 4.1 The BAC shall conduct and facilitate open and public meetings in accordance with the Ralph M. Brown Act under Government Code section 54950 et seq., and such meetings shall be held in the District Board Room at the 9 KPC Parkway District building, or such other place and time within the District as the BAC Committee may designate.
- 4.2 The BAC shall provide notice of each meeting, together with an agenda, the draft minutes of the preceding meeting, and supporting meeting materials, to its members no less than five (5) days in advance.
  - 4.2.1 Any and all requests for a copy of the agenda, or a copy of all the documents constituting the agenda packet, to be mailed to the requestor, shall be in writing and shall be directed to the BAC Chairperson.
  - 4.2.2 Any and all requests for access to other public records are governed by the California Public Records Act [Gov. Code § 6250 et. seq.], and shall be directed to the BAC Chairperson.
- 4.3 A majority of the appointed members of the BAC is required to constitute a quorum for the purposes of conducting its business and exercising its duties. If the Clerk of the BAC, or his/her designated representative, has been notified at least two (2) business days in advance of a scheduled meeting that a quorum will not be present, the Clerk will cancel the meeting and notice the membership of the cancellation.



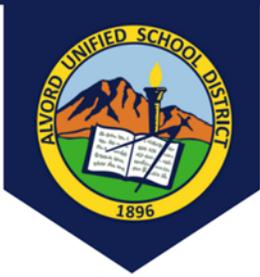


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- 4.4 In the event that a BAC meeting is cancelled due to the lack of a quorum, the BAC meeting may be re-scheduled or re-convened to a specified date, time, and place.
- 4.5 The BAC may adjourn any regular or special meeting to a time and place specified in the order of adjournment.
- 4.6 The BAC shall conduct meetings at least once every calendar month.
  - 4.6.1 All meetings are scheduled 5:30pm – 7:30pm at  
9 KPC Parkway, Corona, CA 92879 (District Board Room)
    - Tuesday, March 10, 2020
    - Tuesday, April 14, 2020
    - Tuesday, May 12, 2020
    - Tuesday, June 16, 2020





# ALVORD UNIFIED SCHOOL DISTRICT

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## NOW THEREFORE BE IT RESOLVED AND ORDERED AS FOLLOWS:

1. That the Board hereby establishes the BAC pursuant to this Resolution; and
2. That the Board delegates to the Superintendent, or designee, all authority necessary and proper to the accomplishment of the purposes of this Resolution.

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APPROVED, ADOPTED, AND SIGNED April 9, 2020

By:

\_\_\_\_\_  
Carolyn Wilson  
President of the Board of  
The Alvord Unified School District

ATTEST:

By:

\_\_\_\_\_  
Joanna Dorado  
Clerk of the Board of  
The Alvord Unified School District

STATE OF CALIFORNIA )  
  )ss.

COUNTY OF RIVERSIDE )

I, Joanna Dorado, do hereby certify that the foregoing is a true and correct copy of Resolution No. 4 which was duly adopted by the Board of Education of the Alvord Unified School District at a meeting thereof on the 9<sup>th</sup> of April, 2020.

By:

\_\_\_\_\_  
Joanna Dorado,  
Clerk of the Board of  
The Alvord Unified School District

STATE OF CALIFORNIA )  
 ) ss.  
COUNTY OF RIVERSIDE )

I, Joanna Dorado, do hereby certify that the foregoing Resolution No. 4 was adopted by the Board of Education of the Alvord Unified School District at a meeting of said Board held on the 9th of April, 2020, and that it was so adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Joanna Dorado  
Clerk of the Board of  
The Alvord Unified School District