

**UNADOPTED**

**VENURA UNIFIED SCHOOL DISTRICT  
Parcel Tax Oversight Committee  
November 4, 2015  
Minutes**

**Call to Order**

The regular meeting of the Parcel Tax Oversight Committee (PTOC) of the Ventura Unified School District was held in the Einstein Room at 255 W. Stanley Avenue, in Ventura, California, on November 4, 2015. David Armstrong, Chair, called the meeting to order at 5:40 p.m.

**Adoption of Agenda**

It was moved by Lou Cunningham, seconded by Kevin Rose, and carried unanimously to accept the agenda as presented.

**Roll Call**

Present: Committee members David Armstrong, Brett Becker, José Bernard, Aran Burke, Lou Cunningham, Sabrena Rodriguez, and Kevin Rose.

Present: Staff Members Dr. Michael Babb, B.J. Fitzgerald, Joseph Richards, Dr. Jennifer Robles, Dr. Julie Judd and Rosi Cortéz.

**Public Comments** – None

**Approval of Minutes**

It was moved by Lou Cunningham, seconded by Sabrena Rodriguez, and carried unanimously to approve the May 4, 2015 meeting minutes.

**Election of Parcel Tax Oversight Committee Officers**

The positions of chair and vice chair need to be appointed in order to preside over future meetings. A call for nominations for Chair and Vice Chair was made by Dave Armstrong. Dave Armstrong nominated Kevin Rose for Vice Chair, and Sabrena Rodriguez seconded the nomination; Aran Burke nominated David Armstrong for Chair, and Sabrena Rodriguez seconded the nomination.

The motions were carried unanimously to reappoint Dave Armstrong as PTOC Chair and Kevin Rose as PTOC Vice Chair.

**Review Revised 2015-16 Parcel Tax Budget**

Last time the budget was reviewed the committee had one concern in reference to the item for textbooks. The committee thought it would make more sense to use the funds for technology instead of textbooks. The PT budget was revised—moved \$462,000 expense to technology improvements, so the line item for textbooks expense is now .00. Textbooks will be able to be funded from another funding source that was going to be used for technology, so this revision is just a shift in budgets. A recap for committee members that were not in attendance at the last meeting was repeated. The main expense went for funding staffing to maintain class-size reduction implemented when the parcel tax was approved, as well as staffing for the arts, and some music and art equipment. The classroom library allocation totaling \$10,000 is primarily carryover for teachers that were not able to spend the funds. They must spend the funds this year, or the money will go back into the parcel tax fund. The parcel tax advisory fee is \$25,000 yearly, but the District was not billed for the 2014-15 school year; consequently, the invoice will come out of this

year's money, showing a total of \$50,000 for 2015-16. An inquiry was made regarding line items for Buena Band (0 period) and art and music stipends. The Buena Band pilot one period was carried forward and the DATA music program period was not carried forward. They didn't offer the program and they didn't plan to offer it this year so it was not budgeted.

The art and music funds of \$100,000 budgeted last were not budgeted this year due to money coming from the State for teacher training and staff development. In 2014-15 funds were spent for staff development in order to meet the requirements of the Art and Music Master Plan – Phase 2 (secondary education), which was adopted by the Board last year.

### **Discussion**

Dave Armstrong suggested and encouraged Measure Q dollars be promoted in some way if parcel tax dollars is funding art and music staff stipends. This suggestion opened up discussion on ways to promote parcel tax dollars at work to the public, whether verbally by band directors before music concerts or a message printed on programs, labels on equipment purchased, and band uniforms partially funded. The use of a logo was also mentioned. Brett Becker volunteered to make a logo. Dr. Robles mentioned that books that were purchased for school libraries were labeled acknowledging Measure Q funds were used to purchase the books. Dr. Babb and Mr. Richards agreed to work on an advisory for band directors to use during upcoming concert programs.

### **Discussion Regarding Parcel Tax**

Mr. Richards reminded the PTOC that the parcel tax ends at the end of this year. In order to continue receiving parcel tax funding, it will need to be renewed. It will need to be done through an election. Dr. Babb and Mr. Richards have a meeting with the financial advisor next week. The first step before deciding whether to pursue renewing the parcel tax will be polling to test the public and then the District responds to the polling in terms of the District's strategy for moving forward. The PTOC has already been discussing the benefits and value of the parcel tax throughout this meeting. Timing of another parcel tax is important. Many things can impact timing—general election, primary election, what else is on the ballot. The City may be considering a tax measure, as well as the County a transportation tax measure. An evaluation regarding the positive or negative impact of another parcel tax will need to be completed. The timing of different elections was discussed. Board elections in November will also need to be considered. Many things will need to be considered before determining whether another parcel tax measure will be pursued. The prior parcel tax was focused on a general needs for funds. When polling the public this time around, they may need to hear more specific needs.

The PTOC asked what their role will be in the process of pursuing a renewal of the parcel tax. The Committee does not see the budget, nor gives approval of the budget before it is adopted. It is their understanding that their only function is to verify that funds are being spent within the parameters of parcel tax language. There has been discussion whether this is good for the overall process, the salability and transparency, for the PTOC to see the budget before adoption. Mr. Richards said that the proposed budget can be brought to the Committee before adoption, and expenditures are made within the parameters of the measure. He mentioned that changes to the budget have been made based on suggestions

brought to the PTOC meetings. The term "oversight" was discussed, and this being a selling point to the public in the pursuit of another parcel tax, and possibly narrowing down goals for next parcel tax expenditures since the goals for the current parcel tax were so broad due to the District's need for so many things that could not be funded for so long. Keeping students on the front end of the process and assuring the public that this is the case is the Committee's goal.

**Selection and Approval of the 2015-16 Parcel Tax Oversight Committee Meeting Dates**

Meeting dates were discussed. Only the next date was scheduled in order to prepare for the PTOC Report to the Board of Education.

**Future Agenda Items**

The report to the Board of Education will be reviewed and roles will be determined. A meeting schedule will be revisited.

**Next Meeting Date**

The next meeting will be held on Thursday, November 19, 2015, at 5:30 pm, in the Einstein Room. Dave Armstrong is unable to attend, so Kevin Rose will chair the meeting.

**Adjournment**

Dave Armstrong, presiding Chair, adjourned the meeting at 6:42 p.m.