

# AGENDA

## Fiscal Oversight Advisory Committee

December 14, 2011

3:15 p.m. – 4:30 p.m.

Bolinas Campus Library

125 Olema-Bolinas Road

Bolinas, CA 94924

**Type of meeting:** Regular meeting of the Fiscal Oversight Advisory Committee

**Attendees:** Chairperson: Cyrus Harmon,  
Committee Members: Christine Cunha, Bob Cart, Rebecca Braun, Kristen Noel  
District: Sandy Thomas - District Business Official  
Larry Enos - Superintendent

## Agenda topics

### Meeting called to Order

### Public Comments

### Approval of Agenda

### Study and Information

1. A review of current and past fiscal information
  - a) Review detailed budget report
  - b) Annual audit
  - c) Multi-year projections
  - d) Seven-year health and welfare expenditures
2. Discussion of District's short and long-term facilities needs and options for pursuing a general obligation bond with voters in the community

### Action

### Consent

1. Approve the minutes from 11/2/2011 meeting

### Correspondence

### Future Agenda items

### Adjournment

# MINUTES

## Fiscal Oversight Advisory Committee

November 2, 2011

3:15 p.m. – 4:30 p.m.

Bolinas Campus Library

125 Olema-Bolinas Road

Bolinas, CA 94924

**Meeting called by:** Larry Enos, Superintendent

**Type of meeting:** Regular meeting of the Fiscal Oversight Advisory Committee

**Attendees:** Cyrus Harmon, chairperson  
Christine Cunha, Bob Cart, Rebecca Braun, Kristen Noel  
Sandy Thomas –District Business Official

**Meeting called to Order:** The meeting was called to order at 3:30PM by Larry Enos, Superintendent. Mr. Cyrus Harmon assumed the chair when he arrived at the meeting.

**Public Comments:** There were no members of the public present at the meeting.

### Approval of Agenda

### Study and Information

**1. Set calendar of regular meetings:** Members of the committee agreed on the following schedule for regular meetings of the Fiscal Oversight Advisory Committee

December 7, 2011

January 18, 2012

February 15, 2012

March 7, 2012

April 18, 2012

May 23, 2012

**2. Review Charge (see attached):** Members of the committee reviewed the charge for the Fiscal Oversight Advisory Committee adopted by the board of Trustees in April 2011.

**3. Review of current District Finances-report from Sandy Thomas:** Sandy Thomas, District Business Official, reviewed the current budget and provided an overview of school finance for the members of the committee.

**4. Discussion of District short and long-term facilities needs and options for pursuing a general obligation bond with voters in the community:** The committee agreed that this item would be put forward to our next meeting agenda and reiterated the importance of continuing to discuss this topic.

**Action:** No action was taken

**Correspondence:** the committee received no correspondence.

Future Agenda items: Sandy Thomas will provide committee members with a copy of a current budget report that provides greater detail prior to the next meeting.

Adjournment: The meeting adjourned at 4:30PM.

Minutes taken by Larry Enos, Superintendent

Approved by: \_\_\_\_\_ date: \_\_\_\_\_

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# BOLINAS-STINSON UNION SCHOOL DISTRICT

## Bolinas, CA

### FISCAL OVERSIGHT AND ADVISORY COMMITTEE

The Board desires to create a Fiscal Oversight and Advisory Committee to provide opportunities to strengthen the vital link between educational excellence and fiscal responsibility. The mission of the committee will be to broaden participation among the constituent groups of the school community, utilize local expertise and provide transparency and advice to the Board on financial matters.

#### **Committee Charge**

Under the leadership of the Superintendent, the Fiscal Oversight and Advisory Committee will provide the Board, through the Superintendent, information and recommendations for the long-term financial health of the District. The Committee periodically reviews the district's budget, identifies and analyzes long-term trends, makes recommendations to the Superintendent and Board and participates in community outreach efforts. The Committee is an advisory to the Superintendent. The committee will develop recommendations for the Board in specific areas of school finance including but not limited to:

- Review of enrollment trends
- Facilities costs and expenditures
- Review of important financial trends, data and community perceptions that will aid the Board in decision making
- Providing timely and relevant information regarding renewal of the parcel taxes and/or other ballot measures
- Identifying best practices regarding adequate and appropriate reserve levels
- Funding capital improvements
- Other long-term financial health and strategies

#### **Committee Membership**

Members of the committee shall be appointed by a majority of the Board of Trustees. Interested [parties will complete a written application which shall be reviewed by the Board. Final appointments will be announced in a public session of the Board. Members will serve a two-year term unless the Board chooses to extend a term. For the first round of appointments, the Board may decide to appoint some members for one year in order to stagger terms. The committee will be composed of the following members:

Superintendent  
2 community members  
1 certificated staff  
1 classified staff  
1 Board liaison

Members of the committee serve at the pleasure of the Board.

#### **Brown Act Requirements**

The Fiscal Oversight and Advisory Committee shall adhere to the requirements of the Brown Act.

#### **Timeline**

Members of this committee will develop a schedule mutually developed among members of the committee and based upon recommendations requested by the Board.