

SANTA CLARITA VALLEY SCHOOL FOOD SERVICES AGENCY

Our Mission Statement

SCVSFSA is made up of a team of food and nutrition professionals that are dedicated to students' health, well-being and their ability to learn. We support learning by promoting healthy habits as an important life skill.

REGULAR MEETING OF THE BOARD OF DIRECTORS

LOCATION: 25210 Anza Dr., Santa Clarita, CA 91355

AGENDA

Tuesday, January 17, 2017

8:30 A.M.

"Public record related to the public session agenda that are distributed to the Governing Board less than 72 hours before a regular meeting, may be inspected by the public at 25210 Anza Drive, Santa Clarita, CA 91355, during regular business hours (8:00 a.m. to 4:30 p.m.)."

CALL TO ORDER: _____ A.M.

MEMBER ROLL CALL:

- Ms. Ronna Wolcott, President (N) _____
- Dr. Isa DeArmas, Member (Sg) _____
- Ms. Michele Gookins, Clerk (S) _____
- Ms. Linette Hodson, Member (C) _____

STAFF PRESENT:

- Dr. Lynnelle Grumbles, CEO & Board Secretary _____
- Ms. Susan Weiss, Director, Finance & Administration _____
- Ms. Jane Crawford, Director, Food Services _____
- Ms. Leilani Schlick, Executive Assistant to the CEO _____

		<u>Exhibit</u>	<u>Approved</u>
		C	N S Sg
I.	APPROVAL OF AGENDA		
II.	APPROVAL OF MINUTES		
	1. Approval of Board Meeting Minutes, December 20, 2016	A	
III.	HEARING SESSION		
	1. Cafeteria of the Month: <u>Castaic Middle School</u> – November ‘16		
	2. Cafeteria of the Month: <u>Plum Canyon Elementary</u> – December ‘16		
	3. Advance Requests to Address the Board		
	4. Comments and/or Questions on Agenda Items		
IV.	CONSENT CALENDAR <small>(Unless a Board Member has questions concerning a particular item and asks that it be withdrawn from the Consent Calendar, the Board of Directors approves all items at one time. The action taken by the Board in approving Consent items is set forth in the explanation of the individual items.)</small>		
	1. Removal of Items from Consent Calendar		
	2. B Warrants (December) #16-17-07/C1		B
	3. Personnel Action Report #16-17-07/C2		C
	a) New Employees		
	b) Transfers		
	c) Status Change		
	d) Temporary Assignment		
	e) Leave of Absence		
	f) Resignation		
	g) Termination		
	4. Purchase Orders (December) #16-17-07/C3		D

5. Items Removed from Consent Calendar

- V. CONFERENCE CALENDAR** (includes items to be discussed with Board of Directors. Items that might require action by the Board will be agendized at a future meeting.)
- | | | |
|---|---------------|----------|
| 1. Financial Report – December 2016 | #16-17-07/CC1 | E |
| 2. Participation Report – December 2016 | #16-17-07/CC2 | F |
| 3. Second Interim Budget Workshop | #16-17-07/CC3 | G |
| 3. SUPER Co-Op Report | #16-17-07/CC4 | H |

- VI. ACTION CALENDAR** (Includes items to be voted on by the Board of Directors.)
- | | | |
|---|--------------|----------|
| 1. Public Disclosure of Proposed Collective Bargaining Agreement in Accordance with AB 1200 | #16-17-07/A1 | I |
| 2. Collective Bargaining Agreement Ratification for FY2016-17 | #16-17-07/A2 | J |
| 3. Extension of Salary and Benefits to Non Represented Agency Employees | #16-17-07/A3 | K |

- VII. CORRESPONDENCE & BOARD INFORMATION**
- | | | |
|---|---------------|----------|
| 1. Clearbrook Dairy Prices | #16-17-07/IN1 | L |
| 2. Board Education Session – Agency Formation and Evolution | #16-17-07/IN2 | M |
| 3. LACOE First Interim Approval Letter | #16-17-07/IN3 | N |
| 4. Year 2017 Federal Mileage Rate | #16-17-07/IN4 | O |
| 5. Agency Report | #16-17-07/IN5 | P |

- VIII. BOARD ITEMS FOR NEXT MEETING (February 21, 2017)**
- 1.

- IX. CLOSED SESSION**
- Adjourn to Closed Session _____ P.M.
1. Public Employee Appointment
 2. Public Employee
 - a. Leave of Absence
 - b. Dismissal
 - c. Discipline
 - d. Evaluation
 - e. Release
 3. Advice from Legal Counsel
 4. Labor Negotiations Information

- X. RECONVENE TO OPEN SESSION**
- Reconvened _____ A. M.
1. Report of Closed Session

- XI. ADJOURNMENT**
- Meeting Adjourned _____ A. M.

SANTA CLARITA VALLEY SCHOOL FOOD SERVICES AGENCY***Our Mission Statement***

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REGULAR MEETING OF THE BOARD OF DIRECTORS

LOCATION: 25210 Anza Dr., Santa Clarita, CA 91355

MINUTES

Tuesday, December 20, 2016

8:30 A.M.

Ms. Ronna Wolcott, President, called the Special meeting of the Board of Directors of the Santa Clarita Valley School Food Services Agency to order at 8:39 A.M. at the Central Kitchen Office, 25210 Anza Dr., Valencia, CA 91355.

Call to Order**MEMBER ROLL CALL:**

Ms. Ronna Wolcott, President (N)
Dr. Isa DeArmas, Member (Sg)
Ms. Michele Gookins, Clerk (S)
Ms. Linette Hodson, Member (C)
Dr. Joan Lucid, Alernate (Sg)

Roll Call

Present
Present
Present
Present
Present

STAFF PRESENT:

Dr. Lynnelle Grumbles, CEO & Board Secretary
Ms. Susan Weiss, Director, Finance & Administration
Ms. Jane Crawford, Director, Food Services
Ms. Leilani Schlick, Executive Assistant to the CEO

Present
Present
Present
Present

I. APPROVAL OF AGENDA

A motion to approve the agenda was made by Ms. Gookins, seconded by Ms. Hodson, motion carried 4-0.

Approval of Agenda

M-58 Ayes: 4
Vote: 4-0 Approved
Gookins/Hodson/DeArmas/Wolcott

II. APPROVAL OF MINUTES

1. A motion to approve the minutes from the November 15, 2016 Regular Board meeting was made by Ms. Hodson, seconded by Ms. Gookins, motion carried 4-0.

Board Minutes

M-59 Ayes: 4
Vote: 4-0 Approved
Hodson/Gookins/DeArmas/Wolcott

2. A motion to approve the minutes from the Special Board meeting on December 7, 2016 was made by Ms. Gookins, seconded by Ms. Hodson, motion carried 4-0

Special Board Minutes

M-60 Ayes: 4
Vote: 4-0 Approved
Gookins/Hodson/DeArmas/Wolcott

III. HEARING SESSION

1. There were no advance requests to address to the board.
2. There were no comments and/or question on the Agenda items.

IV. CONSENT CALENDAR (unless a Board Member has questions concerning a particular item and asks that it be withdrawn from the Consent Calendar, the Board of Directors approves all items at one time. The action taken by the Board in approving Consent items is set forth in the explanation of the individual items.)

Consent Calendar

M-61 Ayes: 4
Vote: 4-0 Approved
Gookins/Hodson/DeArmas/Wolcott

1. Removal of Items from Consent Calendar
2. B Warrants (November) #16-17-06/C1
3. Personnel Action Report #16-17-06/C2
 - a) New Employees
 - b) Transfers

- c) Status Change
- d) Temporary Assignment
- e) Leave of Absence
- f) Resignation
- g) Termination
- 4. Purchase Orders (November) #16-17-06/C3
- 5. Items Removed from Consent Calendar

- V. CONFERENCE CALENDAR** (includes items to be discussed with Board of Directors. Items that might require action by the Board will be agendaized at a future meeting)
1. Ms. Weiss reviewed the Financial Report from November 2016.
 2. Ms. Crawford reviewed the Participation Report from November 2016. Dr. Lucid requested that Ms. Crawford create an end of year report for the student participation resulting from the Marketing Site Visits/On-Site field trips.
 3. Dr. Grumbles reviewed the SUPER Co-Op Report for November 2016.

- VI. ACTION CALENDAR** (Includes items to be voted on by the Board of Directors.)
1. Ms. Hodson moved to approve the First Interim Budget, seconded by Ms. Gookins, motion carried 4-0.
 2. Ms. Hodson moved to approve the RFP 201516-0121-1 Market Basket Amendment #2, seconded by Dr. DeArmas, motion carried 4-0.
 3. Dr. DeArmas moved to approve the RFP SUPER Co-Op Administrative Services, seconded by Ms. Gookins, motion carried 4-0.

First Interim Budget
M-62 **Ayes: 4**
 Vote: 4-0 Approved
 Hodson/Gookins/DeArmas/Wolcott
 RFP 201516-0121-1
M-63 **Ayes: 4**
 Vote: 4-0 Approved
 Hodson/DeArmas/Gookins/Wolcott
 RFP Super Co-Op Admin.
M-64 **Ayes: 4**
 Vote: 4-0 Approved
 DeArmas/Gookins/Hodson/Wolcott

- VII. CORRESPONDENCE & BOARD INFORMATION**
1. Ms. Crawford reviewed the Clearbrook Dairy Prices for November 2016.
 2. Dr. Grumbles gave the first of five Board Education Sessions for the new members of the Board. She reviewed the history of Child Nutrition Programs in the United States.
 3. Ms. Crawford reviewed the Agency Report.

- VIII. BOARD ITEMS FOR NEXT MEETING (January 17, 2017)**
1. Cafeteria of the Month for November & December 2016

Ms. Wolcott requested a break at 10:02 A.M.
 Returned from break at 10:12 A.M.

- IX. CLOSED SESSION**
- Ms. Hodson motioned to adjourn to Closed Session, seconded by Ms. Gookins, motion carried 4-0.
- Adjourned at 10:13 A.M.
1. Public Employee Appointment
 2. Public Employee
 - a. Leave of Absence
 - b. Dismissal
 - c. Discipline
 - d. Evaluation
 - e. Release
 3. Advice from Legal Council
 4. Labor Negotiations Information – CSEA Negotiations Update

Closed Session
M-65 **Ayes: 4**
 Vote: 4-0 Approved
 Hodson/Gookins/DeArmas/Wolcott

X. RECONVENE TO OPEN SESSION

Ms. Gookins moved to reconvene to open session, seconded by Ms. Hodson, motion carried 4-0.

Reconvened 10:32 A.M.

Open Session

M-66 **Ayes: 4**

Vote: 4-0 Approved
Gookins/Hodson/DeArmas/Wolcott

1. There was nothing to report from the closed session.

XI. ADJOURNMENT

Dr. DeArmas moved to adjourn the Regular Meeting of the Board of Directors, seconded by Ms. Hodson, motion carried 4-0.

Meeting Adjourned 10:33 A.M.

Adjournment

M-67 **Ayes: 4**

Vote: 4-0 Approved
DeArmas/Hodson/Gookins/Wolcott

Date January 17, 2017

Ms. Ronna Wolcott, President

Ms. Michele Gookins, Clerk

Santa Clarita Valley School Food Service Agency

Check Register

December 2016

Date	Num	Name	Amount
12/02/2016	23427321	REIMBURSEMENT EMPLOYEES (CHERYL K. FOOD SAFETY TEST)	-104.58
12/02/2016	23427322	EVERSOFT	-148.18
12/12/2016	23427323	GOLD STAR FOODS	-47,535.64
12/02/2016	23427324	INTERNET SECURITY SYSTEMS-INC	-64.00
12/02/2016	23427325	REIMBURSEMENT EMPLOYEES (L.S. FOOD SAFETY TEST)	-104.58
12/02/2016	23427326	PREPAID REFUND (LUNCH)	-29.95
12/06/2016	23432467	S.C.V.S.F.S.A (PETTY CASH)	-58.72
12/06/2016	23432468	SIMPATICO SYSTEMS, (ADAGE IT, INC.)	-1,377.30
12/09/2016	23443637	ASCIP (3RD INSTALLMENT WCOMP)	-24,243.00
12/09/2016	23443639	AT&T MOBILITY	-287.06
12/09/2016	23443640	AT&T CAL NET 3	-20.25
12/09/2016	23443641	BURRTEC WASTE INDUSTRIES	-235.98
12/09/2016	23443642	PREPAID REFUND (LUNCH)	-23.50
12/09/2016	23443645	GOLD STAR FOODS	-34,634.74
12/09/2016	23443646	PREPAID REFUND (LUNCH)	-12.00
12/09/2016	23443647	P & R PAPER	-5,932.12
12/09/2016	23443648	REMINGTON PURE (WATER)	-25.00
12/09/2016	23443649	BOLTHOUSE (FRESH LOGISTICS)	-1,109.50
12/13/2016	23448752	A&R WHOLESALE DISTRIBUTOR	-25,200.23
12/13/2016	23448753	ACCESS 1 SOURCE	-361.75
12/13/2016	23448754	ALLEN PACKAGING	-761.48
12/13/2016	23448755	CHEF'S TOYS	-3,115.40
12/13/2016	23448756	CHRISTIAN LEE	-35.00
12/13/2016	23448757	CLEARBROOK FARMS	-43,081.71
12/13/2016	23448758	COUNTY OF LA DEPT OF PUBLIC HEALTH (BACKFLOW)	-96.00
12/13/2016	23448759	GALASSO'S BAKERY	-4,107.30
12/13/2016	23448760	GARDA CL WEST, INC.	-496.84
12/13/2016	23448761	GENERAL FIRE CONTROL	-306.75
12/13/2016	23448762	IMAGE IV SYSTEMS INC	-338.82
12/13/2016	23448763	JUAN C. VARGAS (LANDSCAPING)	-200.00
12/13/2016	23448764	MEL-O- DEE ICE CREAM (RICH'S ICE CREAM)	-3,764.16
12/13/2016	23448765	ROMERO'S FOOD PRODUCTS, INC.	-180.48
12/13/2016	23448766	SAUGUS UNION SCHOOL DISTRICT (FUEL)	-1,692.44
12/13/2016	23448767	SCV QUALITY CARE	-10.00
12/13/2016	23448768	SUE PEAK (NUTRITION EDUCATION CONSULTANT)	-947.68
12/13/2016	23448769	TAMA TRADING COMPANY INCORPORATED	-8,129.05
12/13/2016	23448770	VALENCIA WATER SERVICE	-220.97
12/13/2016	23448771	VERTEX PEST SOLUTIONS	-150.00
12/14/2016	23451619	AT&T (T1/ FIBEROPTICS MIS)	-710.48
12/14/2016	23451620	TOSHIBA AMERICA BUSINESS SOLUTIONS, INC.	-490.50
12/14/2016	23451621	US BANK (CAL CARD)	-5,898.66
12/16/2016	23458101	PREPAID REFUND (LUNCH)	-277.00
12/16/2016	23458102	AT&T CAL NET 3	-345.63
12/16/2016	23458104	DEPARTMENT OF JUSTICE (FINGER PRINTS)	-32.00
12/16/2016	23458105	GOLD STAR FOODS	-10,208.33
12/16/2016	23458106	HOBART SERVICE (CONTRACT 1/16 TO 12/2017)	-834.85
12/16/2016	23458107	IMAGE IV SYSTEMS INC	-180.22
12/16/2016	23458108	REIMBURSEMENT EMPLOYEES (L.S. CONFERENCE 11/2016)	-50.00
12/16/2016	23458109	P & R PAPER	-429.68
12/16/2016	23458110	PEOPLEREADY INC. (TEMP. CUSTODIAN)	-86.80

Santa Clarita Valley School Food Service Agency
Check Register
December 2016

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
12/16/2016	23458111	SPRINT (NEXTEL COMMUNICATIONS)	-403.50
12/16/2016	23458113	REIMBURSEMENT EMPLOYEES (V.H. FOOD SAFETY TEST)	-110.88
12/16/2016	23458114	BOLTHOUSE (FRESH LOGISTICS)	-1,141.20
12/19/2016	23460571	TEK VISIONS, INC.	-5,089.20
12/20/2016	23463632	STAPLES ADVANTAGE	-1,113.69
12/29/2016	23474046	GOLD STAR FOODS	-717.60
12/29/2016	23474047	SOUTHERN CALIFORNIA EDISON	-4,808.46
12/29/2016	23474048	THE GAS CO.	-1,385.79
12/29/2016	23474049	BOLTHOUSE (FRESH LOGISTICS)	-634.00
			\$ (244,090.63)

Meeting Date: January 17, 2017
 Submitted by: Dr. Lynnelle Grumbles/Susan Weiss
 Subject: Personnel Action Report

RECOMMENDATION #16-17-07/C2

It is recommended that the Board of Directors approve the following personnel report:

NAME	DESCRIPTION	EFFECTIVE
NEW EMPLOYEES:		
TRANSFERS:		
Rosie Esparza	NA1 Mitchell 3.75 to NA1 Rosedell 2.75	01/09/17
STATUS CHANGE:		
TEMPORARY ASSIGNMENT:		
Denise Crocker	NA2 Helmers 4.00 to Temp STL1 Highlands 6.00 for STL	01/09/17-TBD
Edith Cselenyak	NA2 Stevenson Ranch 4.50 to temp 2.50 for STL	01/09/17-TBD
39 MONTH REHIRE LIST:		
CORRECTION:		
LEAVE OF ABSENCE:		
RETIREMENT:		
RESIGNATION:		
TERMINATED:		

Meeting Date: January 17, 2017
 Submitted by: Dr. Lynnelle Grumbles / Susan Weiss
 Subject: Purchase Orders - December 2016

RECOMMENDATION #16-17-07/C3

P. O. #	VENDOR	AMOUNT
33178	Bolthouse Farms	\$1,141.20
33179	Gold Star Foods	\$23,000.00
33180	Galasso's Bakery	\$8,500.00
33181	Clearbrooks Farms	\$4,000.00
33182	Gold Star Foods	\$10,690.34
33183	Gold Star Foods	\$15,345.01
33184	P&R Paper	\$5,992.04
33185	Staples Advantage	\$1,164.43
33186	Admiral Refrigeration, Inc.	\$250.00
33187	A&R	\$2,604.28
33188	Tama Trading	\$2,568.05
33189	Bolthouse Farms	\$634.00
33190	Gold Star Foods	\$182.40
33191	P&R Paper	\$434.02
33192	Gold Star Foods	\$323.00
33193	Gold Star Foods	\$182.40
33194	A&R	\$948.51
33195	Big Tray	\$2,898.31
33196	SCMH	\$912.00
33197	P&R Paper	\$8,537.38
33198	Gold Star Foods	\$12,922.57
33199	Gold Star Foods	\$9,269.38
33200	Romeros Foods	\$367.08
33201	Source Refrigeration	\$150.00
33202	Tama Trading	\$3,715.80
	Total: \$	116,732.20

**Santa Clarita Valley School Food Services Agency
Board of Directors**

Meeting Date: January 17, 2017
Submitted By: Dr. Lynnelle Grumbles/Susan Weiss
Subject: Financial Report – December 2016

REPORT #16-17-07/CC1

Summary: We finished the month of **December 2016** with **\$47,149** in the black; last December we were \$53,196 in the black. **YTD** the Agency's Net Income is **\$313,242** last year's Net Income was \$211,549*

The balance in Union Bank & Treasury (**Fund 01.0**) as of 12/31/2016 was **\$1,546,908**

Points of interest –DECEMBER 2016

Income:

- Total Income was \$612,357 – (**-\$58,510**) *lower* than last year
- Federal Income was *down*– (**-\$61,823**); Income from Local Sales was *down* (**-\$26,238**)
- Income from the SUPPER Program was \$8,058, *down* (**-\$1,494**) over last year

Expenses:

- The food and supplies cost was **25.67%** of the income – last year it was 27.05%
- The total support cost was **60.71%** of the income – last year it was 58.80%

Points of interest –YTD:

Income:

- YTD Income was \$3,841,653 – (**-\$29,245**) *lower* than last year
- YTD Federal income is *down* – (**-\$53,034**) – (**-2.36%**) from last year
- YTD local sales income is *up* \$16,419 – 1.37% over last year

Expenses:

- YTD food & supplies cost is *down* (**-\$41,538**) - (**-3.68%**) from last year
- YTD support cost is *up* \$12,912 – 0.60% from last year
- YTD Net ordinary income (Income less Expenses) was **\$313,242**, *up* \$101,693
- YTD Income is **44.61%** of Total Budget; Expenses are **42.88%** of Total Budget

Additional Points of Interest – YTD:

- *Last year's YTD Net Income reflects \$20,000 in income for a one-time grant and \$121,840 expense for our roof replacement. Excluding these items, last year's Net Income would have been approximately **\$313,389**.

Data and information subject to change pending final reconciliation

Santa Clarita Valley School Food Services Agency

PROFIT LOSS

JULY 2016-DECEMBER 2016

	JULY-DEC 2016	JULY-DEC 2015	Difference in \$	Difference in %	% of Income 2016	% of Income 2015	Approved Budget	% TD
Ordinary Income/Expense								
Income								
Total Cash Over/Shortage	\$308	\$1,097	(\$789)	-71.94%	0.01%	0.03%	\$0.00	0.00%
Total Interest Earned	\$3,123	\$2,033	\$1,090	53.63%	0.08%	0.05%	\$7,406	42.17%
Total Federal Income	\$2,198,363	\$2,251,397	(\$53,034)	-2.36%	57.22%	58.16%	\$5,036,401	43.65%
Supper Program (CACFP)	\$53,681	\$55,014	(\$1,333)	-2.42%	1.40%	1.42%	\$126,000	42.60%
Total Local Sales	\$1,219,020	\$1,202,601	\$16,419	1.37%	31.73%	31.07%	\$2,628,468	46.38%
Super Co-Op Lead Agency Income	\$40,000	\$0	\$40,000	0.00%	0.00%	0.00%	\$40,000	100.00%
Total Miscellaneous Income	\$160,438	\$161,868	(\$1,430)	-0.88%	4.18%	4.18%	\$370,000	43.36%
Champions For Healthy Kids GRANT	\$0	\$20,000	(\$20,000)	-100.00%	0.00%	0.52%	\$0	0.00%
Total State Income	\$166,721	\$176,890	(\$10,169)	-5.75%	4.34%	4.57%	\$402,682	41.40%
Total Income	\$3,841,653	\$3,870,899	(\$29,245)	-0.76%	98.96%	100.00%	\$8,610,957	44.61%
Expense								
Total Food & Supplies	\$1,086,029	\$1,127,567	(\$41,538)	-3.68%	28.27%	29.13%	\$2,445,309	44.41%
Total Insurance/Contract Services	\$86,644	\$71,119	\$15,525	21.83%	2.26%	1.84%	\$139,987	61.89%
Total Operating Expense	\$140,398	\$135,009	\$5,389	3.99%	3.65%	3.49%	\$294,439	47.68%
Total Utilities	\$53,715	\$58,061	(\$4,346)	-7.49%	1.40%	1.50%	\$107,810	49.82%
Total Expenses	\$1,366,786	\$1,391,756	(\$24,971)	-1.79%	35.58%	35.95%	\$2,987,545	45.75%
Total Direct Salaries	\$1,561,827	\$1,552,095	\$9,732	0.63%	40.66%	40.10%	\$3,749,852	41.65%
Total Fringe Benefits	\$592,647	\$589,467	\$3,180	0.54%	15.43%	15.23%	\$1,390,634	42.62%
Total Support Costs	\$2,154,473	\$2,141,562	\$12,912	0.60%	56.08%	55.32%	\$5,140,486	41.91%
Capital Outlay/Vehicle payments/Bldg. Improv'ts	\$7,152	\$126,031	(\$118,879)	-94.33%	0.19%	3.26%	\$100,000	7.15%
Total Expense	\$3,528,411	\$3,659,349	(\$130,939)	-3.58%	91.85%	94.53%	\$8,228,031	42.88%
Net Ordinary Income	\$313,242	\$211,549	\$101,693	48.07%	8.15%	5.47%	\$382,926	81.80%
DIRECT COST REIMBURSEMENTS							\$300,000	0.00%
Net Income	\$313,242	\$211,549	\$101,693	48.07%	8.15%	5.47%	\$82,926	377.74%
# Days / % of School year elapsed:							80 days	44.40%

Santa Clarita Valley School Food Services Agency

PROFIT LOSS

JULY 2016-DECEMBER 2016

	JULY-DEC 2016	JULY-DEC 2015	Difference in \$	Difference in %	% of Income 2016	% of Income 2015	Approved Budget	% TD
Ordinary Income/Expense								
Income								
Total Cash Over/Shortage	\$308	\$1,097	(\$789)	-71.94%	0.01%	0.03%	\$0.00	0.00%
Total Interest Earned	\$3,123	\$2,033	\$1,090	53.63%	0.08%	0.05%	\$7,406	42.17%
Total Federal Income	\$2,198,363	\$2,251,397	(\$53,034)	-2.36%	57.22%	58.16%	\$5,036,401	43.65%
Supper Program (CACFP)	\$53,681	\$55,014	(\$1,333)	-2.42%	1.40%	1.42%	\$126,000	42.60%
Total Local Sales	\$1,219,020	\$1,202,601	\$16,419	1.37%	31.73%	31.07%	\$2,628,468	46.38%
Super Co-Op Lead Agency Income	\$40,000	\$0	\$40,000	0.00%	0.00%	0.00%	\$40,000	100.00%
Total Miscellaneous Income	\$160,438	\$161,868	(\$1,430)	-0.88%	4.18%	4.18%	\$370,000	43.36%
Champions For Healthy Kids GRANT	\$0	\$20,000	(\$20,000)	-100.00%	0.00%	0.52%	\$0	0.00%
Total State Income	\$166,721	\$176,890	(\$10,169)	-5.75%	4.34%	4.57%	\$402,682	41.40%
Total Income	\$3,841,653	\$3,870,899	(\$29,245)	-0.76%	98.96%	100.00%	\$8,610,957	44.61%
Expense								
Total Food & Supplies	\$1,086,029	\$1,127,567	(\$41,538)	-3.68%	28.27%	29.13%	\$2,445,309	44.41%
Total Insurance/Contract Services	\$86,644	\$71,119	\$15,525	21.83%	2.26%	1.84%	\$139,987	61.89%
Total Operating Expense	\$140,398	\$135,009	\$5,389	3.99%	3.65%	3.49%	\$294,439	47.68%
Total Utilities	\$53,715	\$58,061	(\$4,346)	-7.49%	1.40%	1.50%	\$107,810	49.82%
Total Expenses	\$1,366,786	\$1,391,756	(\$24,971)	-1.79%	35.58%	35.95%	\$2,987,545	45.75%
Total Direct Salaries	\$1,561,827	\$1,552,095	\$9,732	0.63%	40.66%	40.10%	\$3,749,852	41.65%
Total Fringe Benefits	\$592,647	\$589,467	\$3,180	0.54%	15.43%	15.23%	\$1,390,634	42.62%
Total Support Costs	\$2,154,473	\$2,141,562	\$12,912	0.60%	56.08%	55.32%	\$5,140,486	41.91%
Capital Outlay/Vehicle payments/Bldg. Improv'ts	\$7,152	\$126,031	(\$118,879)	-94.33%	0.19%	3.26%	\$100,000	7.15%
Total Expense	\$3,528,411	\$3,659,349	(\$130,939)	-3.58%	91.85%	94.53%	\$8,228,031	42.88%
Net Ordinary Income	\$313,242	\$211,549	\$101,693	48.07%	8.15%	5.47%	\$382,926	81.80%
DIRECT COST REIMBURSEMENTS							\$300,000	0.00%
Net Income	\$313,242	\$211,549	\$101,693	48.07%	8.15%	5.47%	\$82,926	377.74%

**Santa Clarita Valley School Food Services Agency
Board of Directors**

Meeting Date: January 17, 2017
Submitted By: Dr. Lynnelle Grumbles/Jane Crawford
Subject: December 2016 Participation

REPORT #16-17-07/CC2

Summary: The Overall, Lunch and Breakfast participations for **December 2016** were all *down* over the previous year. Operating days: **All districts had two (2) less operating day than last year.**

COMBINED (Overall) PARTICIPATION

Combined participation for DECEMBER 2016 was **52.35%** - (1.12%) *lower* than the last year.

LUNCH PARTICIPATION

The DECEMBER 2016 Lunch participation was **41.05%** - (0.76%) *lower* than last year. The ADP *decreased* from 10,203 lunches per day to 9,991.

BREAKFAST PARTICIPATION

The breakfast participation for DECEMBER 2016 was **15.90%** - (0.78%) *lower* than last year. We averaged 3,869 breakfasts per day, 201 *less* breakfasts per day than last year.

STUDENT SALES

The DECEMBER 2016 spending per student per day *increased* from \$0.066 to \$0.067 – \$0.001

SUPER SNACK (SUPPERS):

We served 2,377 Suppers in DECEMBER 2016. YTD, we've served 15,835 Suppers.

Additional Points of Interest for DECEMBER 2016 vs DECEMBER 2015:

- Combined enrollment is *down* by **65** students over last year
- Overall, (22,956) *less* lunches served: {(7,515) *less* paid lunches, (2,349) *less* reduced lunches, (13,092) *less* free lunches}
- Total Free & Reduced priced lunches served was **59.46%**; last year we served **60.71%**

Additional Points of Interest – Participation- Month to Month:

Month	Combined	Lunch	Breakfast
November '16	53.58%	41.61%	17.08%
October '16	54.22%	41.98%	17.17%
September '16	51.01%	38.63%	16.38%
August '16	45.95%	34.92%	14.55%

Note: Pre-School meals served in December are not included in the data: Breakfasts: 1,379 /Lunches: 2,160

ADP: (Average Daily Participation): Total Meals Served/# of Operating Days

Participation: ADP/Enrollment

Unit Sales: (Total Lunches + (Total Breakfasts/2) + (A la Carte /2) /#Operating Days

Combined Participation: Unit Sales/Enrollment

**PARTICIPATION (No Pre-K)
DECEMBER 16/17**

EXHIBIT: F

LUNCH PROGRAM	PAID		REDUCED		FREE		TOTAL		OP. DAYS		ADP		ENROLLMENT		PARTICIPATIO		F & R %	
	15/16	16/17	15/16	16/17	15/16	16/17	15/16	16/17	15/16	16/17	15/16	16/17	15/16	16/17	15/16	16/17	15/16	16/17
CASTAIC ELEM	1905	1792	106	142	530	479	2541	2413	14	12	182	201	546	521	33.24%	38.60%	25.03%	25.74%
CASTAIC MIDDLE	544	497	220	231	1192	933	1956	1661	14	12	140	138	585	579	23.88%	23.91%	72.19%	70.08%
LIVE OAK	1338	1087	335	371	1943	1350	3616	2808	14	12	258	234	616	575	41.93%	40.70%	63.00%	61.29%
NORTHLAKE HILLS*	1359	1232	390	282	2072	1530	3821	3044	14	12	273	254	611	570	44.67%	44.50%	64.43%	59.53%
CASTAIC DISTRICT	5146	4608	1051	1026	5737	4292	11934	9926	56	48	852	827	2358	2245	36.15%	36.84%	56.88%	53.58%
MCGRATH*	380	479	872	588	6820	5332	8072	6399	14	12	577	533	717	701	80.41%	76.07%	95.29%	92.51%
MEADOWS	1159	1316	300	239	870	748	2329	2303	14	12	166	192	660	636	25.21%	30.18%	50.24%	42.86%
NEWHALL*	199	167	676	555	6780	5656	7655	6378	14	12	547	532	663	634	82.47%	83.83%	97.40%	97.38%
OLD ORCHARD	862	592	199	211	2050	1673	3111	2476	14	12	222	206	471	452	47.18%	45.65%	72.29%	76.09%
PEACHLAND*	482	461	310	295	2972	2845	3764	3601	14	12	269	300	482	527	55.78%	56.94%	87.19%	87.20%
STEVENSON RANCH	2868	2623	86	120	433	356	3387	3099	14	12	242	258	798	794	30.32%	32.53%	15.32%	15.36%
PICO CANYON	2564	2073	352	357	857	854	3773	3284	14	12	270	274	968	948	27.84%	28.87%	32.04%	36.88%
VALENCIA VALLEY	1531	1097	281	193	426	526	2238	1816	14	12	160	151	688	701	23.24%	21.59%	31.59%	39.59%
WILEY CANYON	568	601	666	674	4791	3661	6025	4936	14	12	430	411	639	602	67.35%	68.33%	90.57%	87.82%
OK HILLS	2208	2388	155	141	180	316	2543	2845	14	12	182	237	593	718	30.63%	33.02%	13.17%	16.06%
NEWHALL DISTRICT	12821	11797	3897	3373	26179	21967	42897	37137	140	120	3064	3095	6679	6713	45.88%	46.10%	70.11%	68.23%
BRIDGEPORT	3232	2464	234	241	588	481	4054	3186	14	12	290	266	927	866	31.24%	30.66%	20.28%	22.66%
CEDARCREEK *	537	451	784	638	3975	3343	5296	4432	14	12	378	369	502	490	75.36%	75.37%	89.86%	89.82%
EMBLEM	1706	1787	149	203	508	487	2363	2477	14	12	169	206	703	755	24.01%	27.34%	27.80%	27.86%
FOSTER	1684	1543	171	170	575	556	2430	2269	14	12	174	189	598	594	29.03%	31.83%	30.70%	32.00%
HELMERS	2439	2119	123	172	429	280	2991	2571	14	12	214	214	736	727	29.03%	29.47%	18.46%	17.58%
HIGHLANDS	1108	819	321	302	773	719	2202	1840	14	12	157	153	430	385	36.58%	39.83%	49.68%	55.49%
MOUNTAINVIEW	1715	1465	37	82	351	350	2103	1897	14	12	150	158	759	804	19.79%	19.66%	18.45%	22.77%
NORTHPARK	1923	1544	307	178	734	671	2964	2393	14	12	212	199	739	698	28.65%	28.57%	35.12%	35.48%
PLUM CANYON	1784	1585	125	172	530	367	2439	2124	14	12	174	177	674	639	25.85%	27.70%	26.86%	25.38%
RIO VISTA*	1022	835	905	603	3381	3121	5308	4559	14	12	379	380	625	631	60.66%	60.21%	80.75%	81.68%
ROSEDELL	1198	1192	424	400	1462	1118	3084	2710	14	12	220	226	778	775	28.31%	29.14%	61.15%	56.01%
SANTA CLARITA	953	1058	438	246	964	666	2355	1970	14	12	168	164	419	431	40.15%	38.09%	59.53%	46.29%
SKYBLUE MESA	1628	1337	355	303	1290	1041	3273	2681	14	12	234	223	517	512	45.22%	43.64%	50.26%	50.13%
TESORO	2057	1531	412	123	370	393	2839	2047	14	12	203	171	632	617	32.09%	27.65%	27.54%	25.21%
WEST CREEK	3625	3131	140	134	174	246	3939	3511	14	12	281	293	933	970	30.16%	30.16%	7.97%	10.82%
SAUGUS DISTRICT	26611	22861	4925	3967	16104	13839	47640	40667	210	180	3403	3389	9972	9894	34.12%	34.25%	44.14%	43.78%
CANYON SPRINGS*	297	243	602	457	4252	3396	5151	4096	14	12	368	341	517	521	71.17%	65.52%	94.23%	94.07%
FAIR OAKS RANCH	2238	1855	837	662	3113	2322	6188	4839	14	12	442	403	949	983	46.58%	41.02%	63.83%	61.67%
LEONA COX	891	606	561	549	2816	2119	4268	3274	14	12	305	273	523	528	58.29%	51.67%	79.12%	81.49%
MINT CANYON*	542	363	698	651	3393	2689	4633	3703	14	12	331	309	476	467	69.52%	66.08%	88.30%	90.20%
MITCHELL	1550	1393	748	573	2551	1937	4849	3903	14	12	346	325	630	640	54.98%	50.82%	68.03%	64.31%
PINETREE	1535	1244	374	392	1544	1189	3453	2825	14	12	247	235	550	575	44.84%	40.94%	55.55%	55.96%
SULPHUR SPRINGS	1859	1533	368	293	1697	1272	3924	3098	14	12	280	258	642	643	43.66%	40.15%	52.62%	50.52%
VALLEY VIEW	754	497	499	453	3470	2789	4723	3739	14	12	337	312	545	570	61.90%	54.66%	84.04%	86.71%
GOLDEN OAK	1874	1603	415	230	896	849	3185	2682	14	12	228	224	563	560	40.41%	39.91%	41.16%	40.23%
SULPH.SP.R.DISTRICT	11540	9337	5102	4260	23732	18562	40374	32159	126	108	2884	2680	5395	5487	53.45%	48.84%	71.42%	70.97%
DISTRICTS TOTAL	56118	48603	14975	12626	71752	58660	142845	119889	532	456	10203	9991	24404	24339	41.81%	41.05%	60.71%	59.46%

**PARTICIPATION (No Pre-K)
DECEMBER 16/17**

EXHIBIT: F

BREAKFAST PROGRAM	PAID		REDUCED		FREE		TOTAL		ADP		ENROLLMENT		PARTICIPATION	
	15/16	16/17	15/16	16/17	15/16	16/17	15/16	16/17	15/16	16/17	15/16	16/17	15/16	16/17
CASTAIC ELEMENTARY	455	499	18	45	346	288	819	832	59	69	546	521	10.71%	13.31%
CASTAIC MIDDLE	63	22	52	92	433	372	548	486	39	41	585	579	6.69%	6.99%
LIVE OAK	391	280	187	177	1364	775	1942	1232	139	103	616	575	22.52%	17.86%
NORTHLAKE HILLS*	57	80	150	137	767	611	974	828	70	69	611	570	11.39%	12.11%
CASTAIC DISTRICT	966	881	407	451	2910	2046	4283	3378	306	282	2358	2245	12.97%	12.54%
MCGRATH*	76	161	339	251	2683	2148	3098	2560	221	213	717	701	30.86%	30.43%
MEADOWS	194	137	78	78	441	318	713	533	51	44	660	636	7.72%	6.98%
NEWHALL*	62	48	238	173	2542	2132	2842	2353	203	196	663	634	30.62%	30.93%
OLD ORCHARD	257	202	135	127	1452	1058	1844	1387	132	116	471	452	27.96%	25.57%
PEACHLAND*	62	74	132	63	1622	1256	1816	1393	130	116	482	527	26.91%	22.03%
STEVENSON RANCH	715	571	39	32	186	155	940	758	67	63	798	794	8.41%	7.96%
PICO CANYON	561	417	189	175	374	332	1124	924	80	77	968	948	8.29%	8.12%
VALENCIA VALLEY	482	412	133	55	249	311	864	778	62	65	688	701	8.97%	9.25%
WILEY CANYON	139	94	299	194	2470	1778	2908	2066	208	172	639	602	32.51%	28.60%
OAK HILLS	724	780	65	80	72	123	861	983	62	82	593	718	10.37%	11.41%
NEWHALL DISTRICT	3272	2896	1647	1228	12091	9611	17010	13735	1215	1145	6679	6713	18.19%	17.05%
BRIDGEPORT	443	356	101	83	259	262	803	701	57	58	927	866	6.19%	6.75%
CEDARCREEK *	182	99	493	318	2358	1867	3033	2284	217	190	502	490	43.16%	38.84%
EMBLEM	343	428	43	70	288	188	674	686	48	57	703	755	6.85%	7.57%
FOSTER	583	333	52	55	292	270	927	658	66	55	598	594	11.07%	9.23%
HELMERS	676	650	52	52	161	108	889	810	64	68	736	727	8.63%	9.28%
HIGHLANDS	404	310	187	153	367	429	958	892	68	74	430	385	15.91%	19.31%
MOUNTAINVIEW	201	162	33	14	117	114	351	290	25	24	759	804	3.30%	3.01%
NORTHPARK	334	182	108	72	320	179	762	433	54	36	739	698	7.37%	5.17%
PLUM CANYON	240	532	42	71	113	217	395	820	28	68	674	639	4.19%	10.69%
RIO VISTA*	274	234	411	344	1888	1311	2573	1889	184	157	625	631	29.41%	24.95%
ROSEDELL	479	528	256	337	1002	976	1737	1841	124	153	778	775	15.95%	19.80%
SANTA CLARITA	140	102	197	101	298	122	635	325	45	27	419	431	10.83%	6.28%
SKYBLUE MESA	324	315	215	142	857	606	1396	1063	100	89	517	512	19.29%	17.30%
TESORO	680	566	443	143	359	388	1482	1097	106	91	632	617	16.75%	14.82%
WEST CREEK	994	1026	69	51	157	150	1220	1227	81	102	933	970	8.72%	10.54%
SAUGUS DISTRICT	6297	5823	2702	2006	8836	7187	17835	15016	1268	1251	9972	9894	12.72%	12.65%
CANYON SPRINGS*	244	179	402	338	2888	2084	3534	2601	252	217	517	521	48.83%	41.60%
FAIR OAKS RANCH	550	442	325	382	1787	1182	2662	2006	190	167	949	983	20.04%	17.01%
LEONA COX	198	161	308	303	1757	1137	2263	1601	162	133	523	528	30.91%	25.27%
MINT CANYON*	95	70	269	251	1588	1319	1952	1640	139	137	476	467	29.29%	29.26%
MITCHELL	551	679	412	373	1365	1190	2328	2242	166	187	630	640	26.39%	29.19%
PINETREE	243	183	156	191	520	491	919	865	66	72	550	575	11.94%	12.54%
SULPHUR SPRINGS	369	264	168	136	682	469	1219	869	87	72	642	643	13.56%	11.26%
VALLEY VIEW	248	135	271	310	2215	1823	2734	2268	195	189	545	570	35.83%	33.16%
GOLDEN OAK	85	33	53	5	182	168	320	206	23	17	563	560	4.06%	3.07%
SULPH.SP.R.DISTRICT	2583	2146	2364	2289	12984	9863	17931	14298	1281	1192	5395	5487	23.74%	21.71%
DISTRICTS TOTAL	13118	11746	7120	5974	36821	28707	57059	46427	4070	3869	24404	24339	16.68%	15.90%

**PARTICIPATION (No Pre-K)
DECEMBER 16/17**

EXHIBIT: F

A la Carte and Overall	STUDENT SALES		STUDENT SALES per DAY		UNIT SALES per DAY		COMBINED PARTICIPATION		AVERAGE STUDENT SPENDING per DAY	
	15/16	16/17	15/16	16/17	15/16	16/17	15/16	16/17	15/16	16/17
CASTAIC ELEMENTARY	\$84.25	\$89.75	\$6.02	\$7.48	214	239	39.15%	45.97%	\$0.011	\$0.014
CASTAIC MIDDLE	\$4,005.50	\$2,717.65	\$286.11	\$226.47	302	272	51.68%	46.96%	\$0.489	\$0.391
LIVE OAK	\$174.70	\$158.15	\$12.48	\$13.18	334	292	54.20%	50.77%	\$0.020	\$0.023
NORTHLAKE HILLS*	\$563.96	\$666.95	\$40.28	\$55.58	328	316	53.66%	55.43%	\$0.066	\$0.098
CASTAIC DISTRICT	\$4,828.41	\$3,632.50	\$344.89	\$302.71	1,178	1,119	49.95%	49.86%	\$0.146	\$0.135
MCGRATH*	\$408.35	\$724.25	\$29.17	\$60.35	702	670	97.88%	95.59%	\$0.041	\$0.086
MEADOWS	\$150.10	\$453.80	\$10.72	\$37.82	197	233	29.88%	36.64%	\$0.016	\$0.059
NEWHALL*	\$625.30	\$481.23	\$44.66	\$40.10	671	650	101.15%	102.46%	\$0.067	\$0.063
OLD ORCHARD	\$311.53	\$313.90	\$22.25	\$26.16	299	277	63.52%	61.33%	\$0.047	\$0.058
PEACHLAND*	\$174.80	\$45.80	\$12.49	\$3.82	340	360	70.53%	68.32%	\$0.026	\$0.007
STEVENSON RANCH	\$563.96	\$622.47	\$40.28	\$51.87	296	316	37.05%	39.77%	\$0.050	\$0.065
PICO CANYON	\$601.18	\$746.95	\$42.94	\$62.25	331	343	34.21%	36.21%	\$0.044	\$0.066
VALENCIA VALLEY	\$146.55	\$67.90	\$10.47	\$5.66	196	187	28.48%	26.62%	\$0.015	\$0.008
WILEY CANYON	\$235.25	\$323.45	\$16.80	\$26.95	543	511	84.92%	84.87%	\$0.026	\$0.045
OAK HILLS	\$338.55	\$585.20	\$24.18	\$48.77	224	302	37.86%	42.12%	\$0.041	\$0.068
NEWHALL DISTRICT	\$3,555.57	\$4,364.95	\$253.97	\$363.75	3,799	3,849	56.87%	57.34%	\$0.038	\$0.054
BRIDGEPORT	\$1,120.11	\$738.70	\$80.01	\$61.56	358	325	38.65%	37.59%	\$0.086	\$0.071
CEDARCREEK *	\$968.35	\$849.60	\$69.17	\$70.80	521	500	103.82%	102.02%	\$0.138	\$0.144
EMBLEM	\$27.22	\$13.30	\$1.94	\$1.11	194	236	27.57%	31.20%	\$0.003	\$0.001
FOSTER	\$456.36	\$441.45	\$32.60	\$36.79	223	235	37.29%	39.54%	\$0.055	\$0.062
HELMERS	\$992.37	\$867.43	\$70.88	\$72.29	281	284	38.16%	39.08%	\$0.096	\$0.099
HIGHLANDS	\$6.50	\$2.50	\$0.46	\$0.21	192	191	44.59%	49.51%	\$0.001	\$0.001
MOUNTAINVIEW	\$564.62	\$534.01	\$40.33	\$44.50	183	192	24.10%	23.93%	\$0.053	\$0.055
NORTHPARK	\$619.08	\$414.00	\$44.22	\$34.50	261	235	35.32%	33.63%	\$0.060	\$0.049
PLUM CANYON	\$1,112.10	\$646.70	\$79.44	\$53.89	228	238	33.83%	37.26%	\$0.118	\$0.084
RIO VISTA*	\$293.70	\$390.44	\$20.98	\$32.54	482	475	77.04%	75.26%	\$0.034	\$0.052
ROSEDELL	\$424.05	\$515.45	\$30.29	\$42.95	297	324	38.23%	41.81%	\$0.039	\$0.055
SANTA CLARITA	\$786.55	\$546.56	\$56.18	\$45.55	219	200	52.26%	46.52%	\$0.134	\$0.106
SKYBLUE MESA	\$647.48	\$608.30	\$46.25	\$50.69	307	293	59.34%	57.24%	\$0.089	\$0.099
TESORO	\$226.05	\$153.60	\$16.15	\$12.80	264	223	41.74%	36.09%	\$0.026	\$0.021
WEST CREEK	\$18.80	\$7.70	\$1.34	\$0.64	326	344	34.90%	35.47%	\$0.001	\$0.001
SAUGUS DISTRICT	\$8,263.34	\$6,729.74	\$590.24	\$560.81	4,335	4,295	43.47%	43.41%	\$0.059	\$0.057
CANYON SPRINGS*	\$757.35	\$633.80	\$54.10	\$52.82	521	476	100.81%	91.39%	\$0.105	\$0.101
FAIR OAKS RANCH	\$1,181.10	\$842.95	\$84.36	\$70.25	579	522	61.04%	53.10%	\$0.089	\$0.071
LEONA COX	\$637.00	\$182.10	\$45.50	\$15.18	408	347	78.09%	65.74%	\$0.087	\$0.029
MINT CANYON*	\$265.00	\$290.55	\$18.93	\$24.21	410	389	86.16%	83.30%	\$0.040	\$0.052
MITCHELL	\$628.75	\$699.65	\$44.91	\$58.30	452	448	71.74%	69.97%	\$0.071	\$0.091
PINETREE	\$46.60	\$4.00	\$3.33	\$0.33	281	272	51.11%	47.24%	\$0.006	\$0.001
SULPHUR SPRINGS	\$811.91	\$722.65	\$57.99	\$60.22	353	324	54.96%	50.46%	\$0.090	\$0.094
VALLEY VIEW	\$866.62	\$875.55	\$61.90	\$72.96	466	443	85.50%	77.64%	\$0.114	\$0.128
GOLDEN OAK	\$745.05	\$602.75	\$53.22	\$50.23	266	257	47.16%	45.93%	\$0.095	\$0.090
SULPH.SPR.DISTRICT	\$5,939.38	\$4,854.00	\$424.24	\$404.50	3,736	3,478	69.26%	63.38%	\$0.079	\$0.074
DISTRICTS TOTAL	\$22,586.70	\$19,581.19	\$1,613.34	\$1,631.77	13,048	12,741	53.47%	52.35%	\$0.066	\$0.067

**Santa Clarita Valley School Food Services Agency
Board of Directors**

Meeting Date: January 17, 2017
Submitted By: Dr. Lynnelle Grumbles / Susan Weiss
Subject: Second Interim Budget Workshop #1

RECOMMENDATION # 16-17-07/CC3

Summary

The second interim budget workshop #1 will be conducted with materials distributed at the Board meeting.

Financial Impact

Not evaluated.

Recommended Action:

For information only – no action required.

**Santa Clarita Valley School Food Services Agency
Board of Directors**

Meeting Date: January 17, 2017
Submitted By: Dr. Lynnelle Grumbles
Subject: Super Co-Op Report

REPORT #16-17-07/CC4

The current status of the Super Co-Op entitlement spending is as follows:

	1/10/2017	12/13/2016
Total Lunches Served	243,793,996	243,793,996
Entitlement	\$78,014,079	\$78,014,079
DoD Produce Reserve	\$6,222,166	\$6,222,166
Unprocessed F/V pilot	\$2,533,000	\$2,533,000
Carry Over from 15-16	\$2,096,628	\$2,096,628
Additional Entitlement	(Returned \$ to state)	\$2,339,570
Adjusted Entitlement	\$71,355,541	\$73,695,111
YTD Expenditures	\$66,853,299	\$66,853,299
Unspent Entitlement	\$4,502,242	\$6,841,811
Percentage Spent	94.23%	90.72%
Excess Account Transfers	\$119,795	\$119,795

RFP amendment pricing approved at the December 20 Board Meeting was distributed to member districts and distributors immediately after approval as pricing began January 1, 2017.

Preparation continues for annual meetings and food shows in January (19 – Pomona) and February (2 – Modesto). Meetings are being planned with distributors and processors the day before the show to make contact and answer questions about pending SY2017-18 RFPs and diversions.

Preparations are being made for the SY2017-18 order cycle. As last year, an online survey and ordering system is being designed to assist member districts with the process.

Notice was received that an additional district, Adelanto Unified School District, is leaving the Co-Op for SY2017-18.

**Santa Clarita Valley School Food Services Agency
Board of Directors**

Meeting Date: January 17, 2017
Submitted By: Dr. Lynnelle Grumbles / Susan Weiss
Subject: Public Disclosure of Proposed Collective Bargaining Agreement in Accordance with AB 1200 for Represented and Non-Represented Employees

RECOMMENDATION # 16-17-07/A1

Summary

To comply with AB 1200 (Chapter 1213/1991), GC 3540.2(a), GC 3547.5, and CCR, Title V, Section 15449, the Agency is required to disclose the fiscal impact of the proposed Collective Bargaining Agreement to the Los Angeles County Office of Education for review. The AB 1200 certification process was created to ensure that local educational agencies throughout California adequately prepare to meet their financial obligations. Agency staff has completed the AB 1200 forms for both represented and non-represented employee units, as attached.

Financial Impact

\$ 35,700.00 in salary and benefits for represented employees;
\$ 14,500.00 in salary and benefits for non-represented employees, and
\$ 50,200.00 total cost.

The Agency has sufficient funds in its approved budget for SY2016-17 to cover the 2.5% salary increase for both represented and non-represented employees.

Recommended Action:

Approve item as presented.

**Los Angeles County Office of Education
Business Advisory Services**

**PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT
in accordance with AB 1200 (Chapter 1213/Statutes 1992), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5**

Name of School District: Santa Clarita Valley School Food Services Agency
 Name of Bargaining Unit: CSEA
 Certificated, Classified, Other: Classified

The proposed agreement covers the period beginning: July 1, 2016 and ending: June 30, 2017
 (date) (date)

The Governing Board will act upon this agreement on: January 17, 2017
 (date)

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

A. Proposed Change in Compensation

Bargaining Unit Compensation All Funds - Combined	Annual Cost Prior to Proposed Settlement	Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for multiyear and overlapping agreements only)		
		Year 1 Increase/(Decrease)	Year 2 Increase/(Decrease)	Year 3 Increase/(Decrease)
		2016-17	2017-18	2018-19
1. Salary Schedule Including Step and Column	\$ 2,716,852			
		0.00%	0.00%	0.00%
2. Other Compensation Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	\$ -			
Description of Other Compensation				
3. Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 685,905			
		0.00%	0.00%	0.00%
4. Health/Welfare Plans	\$ 396,722			
		0.00%	0.00%	0.00%
5. Total Bargaining Unit Compensation Add Items 1 through 4 to equal 5	\$ 3,799,479	\$ -	\$ -	\$ -
		0.00%	0.00%	0.00%
6. Total Number of Bargaining Unit Employees (Use FTEs if appropriate)	140.00			
7. Total Compensation Average Cost per Bargaining Unit Employee	\$ 27,139	\$ -	\$ -	\$ -
		0.00%	0.00%	0.00%

Santa Clarita Valley School Food Services Agency
CSEA

8. What was the negotiated percentage change? For example, if the change in "Year 1" was for less than a full year, what is the annualized percentage of that change for "Year 1"?

2.5% On-Schedule salary increase effective 1/1/2017

9. Were any additional steps, columns, or ranges added to the salary schedules? (If yes, please explain.)

No

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

The 2.5% increase in included in the 2016-2017 Budget (Approximately \$35,700)

11. Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes No

If yes, please describe the cap amount.

Pro-rated Annual H&W CAP: Single: \$6,896.40; 2-Party: \$9,741.70; Family: \$11,722.30; TSA: \$4,100.00

B. Proposed negotiated changes in noncompensation items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

N/A

C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

N/A

Public Disclosure of Proposed Collective Bargaining Agreement

Santa Clarita Valley School Food Services Agency

CSEA

D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?

None

E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

None

F. Source of Funding for Proposed Agreement:

1. Current Year

General Fund

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

We expect an increase in the federal reimbursement rate and sustained income from school lunch program

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

N/A

TENTATIVE AGREEMENT

Between the
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
AND ITS SANTA CLARITA JPA CHAPTER #782
 And the
SANTA CLARITA VALLEY SCHOOL FOOD SERVICES AGENCY

December 20, 2016


The California School Employees Association and its Santa Clarita Valley JPA Chapter #782 (hereinafter "Association") and the Santa Clarita School Food Services Agency (hereinafter "Agency") agree to the follow Tentative Agreement (TA).

1. The parties agree to the amendments in Articles 6 and 10 of the Collective Bargaining Agreement between the Agency and CSEA as attached hereto.
2. CSEA acknowledges the upcoming mandated minimum wage increases and agrees to negotiate in good faith with the Agency in the years ahead.

It is agreed and understood that this agreement is subject to all approvals required under the CSEA 610 Policy, as well as the Governing Board approval, and CSEA, Chapter 782, bargaining unit ratification. Any language not modified in this Tentative Agreement shall remain as it was in the July 1, 2014 through June 30, 2017 Agreement between CSEA, Chapter 782, and the Agency.


Dated: 12/20/2016

FOR THE ASSOCIATION:


 Deborah Beltran
 Chapter President
 CSEA, Chapter 782

FOR THE AGENCY:


 Lynnelle Grumbles
 Chief Executive Officer
 Santa Clarita Valley
 School Food Services Agency


 Mari Nikogosyan
 Labor Relations Representative
 California School Employees Association

ARTICLE 6 SALARY and COMPENSATION

Section 6.1 "The Agency's salary schedule shall be increased by 2.5%, ~~1.5%~~ effective July January 1, 2017 2016." ~~In addition, there shall be a one-time off-schedule bonus in the amount of 1.0% (not compounded).~~ These payments shall only apply to those who are in paid status as of February 3, 2014 January 1, 2017.

Section 6.2 Commencing July 1, 2000, unit members shall be paid twice monthly.

Section 6.3 Commencing as soon as reasonably possible in the 2000-2001 school year, the Agency will amend its contract with the Public Employees Retirement System (PERS) so as to afford eligible unit members a 2% PERS retirement benefit upon retirement at age 55, provided all other service and eligibility requirements are met.

In accordance with the passage of Assembly Bill (AB) 340, the Agency will amend its CalPERS contract for new members. New employees hired on or after January 1, 2013 who meet the definition of new member as per the Public Employees' Pension Reform Act (PEPRA) shall receive the modified new benefit formula of 2% at Age 62. The final Compensation period shall be modified to a 3 Year Final Compensation Period, provided that all other service and eligibility requirements are met. (See Pension Reform section of the CalPERS website)

Section 6.4 All employees assigned less than four hours per day (those employees not in PERS) will be paid once monthly. Regular employees who work four hours a day or more will be paid twice monthly.

Section 6.5 Holiday Compensation.

A unit member required to work on a scheduled holiday for his/her work site shall be paid compensation at the rate of time and one half of his/her regular rate of pay in addition to the regular pay received for the holiday.

Section 6.6 Additional Compensation.

6.6.1 Callback Pay.

The unit member called back to work, either after normal working hours or on a day not worked, shall receive pay for a period of not less than two hours, irrespective of the actual time less than that required to be worked. Entitlement to overtime pay shall be determined pursuant to Section 5.3 of this Agreement.

6.6.2 Travel Time Between Sites.

Site Team Leaders required by the Agency to travel to another site for meetings after reporting to their regular work site shall be compensated for an additional 15 minutes if the location of the meeting is five (5) or less miles from their regular site, or for an additional 30 minutes if the location of the meeting is more than five (5) miles from their regular site. Mileage for travel to these meetings shall be compensated at the IRS rate in effect at the end of the pay period.

6.6.3 Inclement Weather Days.

Whenever a site served by the Agency is closed because of inclement weather or emergency situations, unit members who are scheduled to work that day, but because site is closed are unable to do so, shall be paid for the first day of the closure at full pay of their

assigned to a school site will be scheduled to observe holidays consistent with the holiday schedule of the district to which that site belongs.

The parties recognize that due to the necessity of serving several school districts which may have different holiday schedules, Agency employees, including central kitchen employees, required to work on a scheduled holiday due to operational necessity shall, in lieu of such holiday, receive a floating holiday which they may schedule with their supervisor's approval, on a date of their choice within the same school year.

Section 10.10 Military Leave

Unit members shall be entitled to military leave as provided by the Education Code and the Military and Veterans Code. Unit members receiving military orders shall provide a copy of the orders to the immediate supervisor upon receipt. Unit members shall attempt to schedule military training periods so as to minimize interference with the member's regular Agency work schedule.

Section 10.11 Child-Rearing Leave

A unit member shall be entitled to an unpaid leave of absence for purposes of child rearing upon the birth or adoption of a child up to a maximum period of three months. A unit member shall provide the Agency with four weeks advance written notice prior to the anticipated date upon which the leave is to commence.

Section 10.12 Unpaid Personal Leave

A unit member may request unpaid personal leave for reasons other than those enumerated in this Article. Such requests shall be made in writing, shall be addressed to the Chief Executive Officer, and shall specify the requested duration and purpose of the leave. Granting of such requests is in the discretion of the Chief Executive Officer, or designee.

Section 10.13 Earned and Unused Sick Leave

In accordance with state law an employee may utilize up to one-half of his or her annual allotment of earned and unused sick leave to attend to the illness of a child, parent, spouse or registered domestic partner, provided that verification of such illness is provided which is satisfactory to the Agency. Such leave shall apply only to annual earned and unused sick leave occurring under Section 10.6 of this CBA, and not to extended illness leave available for the employee only under Section 10.7.

Section 10.14 Catastrophic Leave

A unit member may request use of catastrophic leave in accordance with Agency Board policy.

There shall be an ad-hoc catastrophic leave committee comprised of three Agency representatives and three CSEA representatives. The committee's purpose is to evaluate catastrophic leave requests for approval or denial and determine appropriate amount of hours allocated. The decision of the committee is final and not subject to the grievance article. The committee shall also determine if additional requests for sick leave donations are needed on an on-going basis.

**Los Angeles County Office of Education
Business Advisory Services**

**PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT
in accordance with AB 1200 (Chapter 1213/Statutes 1992), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5**

Name of School District:	Santa Clarita Valley School Food Services Agency
Name of Bargaining Unit:	Non-Represented
Certificated, Classified, Other:	Classified

The proposed agreement covers the period beginning: July 1, 2016 (date) and ending: June 30, 2017 (date)

The Governing Board will act upon this agreement on: January 17, 2017 (date)

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

A. Proposed Change in Compensation

Bargaining Unit Compensation All Funds - Combined	Annual Cost Prior to Proposed Settlement	Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for multiyear and overlapping agreements only)		
		Year 1 Increase/(Decrease)	Year 2 Increase/(Decrease)	Year 3 Increase/(Decrease)
		2016-17	2017-18	2018-19
1. Salary Schedule Including Step and Column	\$ 970,000			
		0.00%	0.00%	0.00%
2. Other Compensation Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	\$ -			
Description of Other Compensation				
3. Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 385,905			
		0.00%	0.00%	0.00%
4. Health/Welfare Plans	\$ 178,278			
		0.00%	0.00%	0.00%
5. Total Bargaining Unit Compensation Add Items 1 through 4 to equal 5	\$ 1,534,183	\$ -	\$ -	\$ -
		0.00%	0.00%	0.00%
6. Total Number of Bargaining Unit Employees (Use FTEs if appropriate)	15.00			
7. Total Compensation Average Cost per Bargaining Unit Employee	\$ 102,279	\$ -	\$ -	\$ -
		0.00%	0.00%	0.00%

Santa Clarita Valley School Food Services Agency
Non-Represented

8. What was the negotiated percentage change? For example, if the change in "Year 1" was for less than a full year, what is the annualized percentage of that change for "Year 1"?

2.5% On-Schedule salary increase effective 1/1/2017

9. Were any additional steps, columns, or ranges added to the salary schedules? (If yes, please explain.)

No

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

The 2.5% Salary increase in included in the 2016-17 Budget (Approximately \$14,500)

11. Does this bargaining unit have a negotiated cap for Health and Welfare benefits?

Yes No

If yes, please describe the cap amount.

Pro-rated Annual H&W CAP: Single: \$6,896.40; 2-Party: \$9,741.70; Family: \$11,722.30; TSA: \$4,100.00

B. Proposed negotiated changes in noncompensation items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

N/A

C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

N/A

Public Disclosure of Proposed Collective Bargaining Agreement

Santa Clarita Valley School Food Services Agency

Non-Represented

D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?

None

E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

None

F. Source of Funding for Proposed Agreement:

1. Current Year

General Fund

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

We expect an increase in the federal reimbursement rate and sustained income from our school lunch program.

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

N/A

**Los Angeles County Office of Education
Business Advisory Services**

**PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT
in accordance with AB 1200 (Chapter 1213/Statutes 1992), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5**

Name of School District:	Santa Clarita Valley School Food Services Agency
Name of Bargaining Unit:	COMBINED
Certificated, Classified, Other:	Classified

The proposed agreement covers the period beginning: July 1, 2016 and ending: June 30, 2017
(date) (date)

The Governing Board will act upon this agreement on: January 17, 2017
(date)

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

A. Proposed Change in Compensation

Bargaining Unit Compensation All Funds - Combined	Annual Cost Prior to Proposed Settlement	Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for multiyear and overlapping agreements only)		
		Year 1 Increase/(Decrease) 2016-17	Year 2 Increase/(Decrease) 2017-18	Year 3 Increase/(Decrease) 2018-19
1. Salary Schedule Including Step and Column	\$ 3,686,852			\$ -
		0.00%	0.00%	0.00%
2. Other Compensation Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.				
Description of Other Compensation				
3. Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 810,695			
		0.00%	0.00%	0.00%
4. Health/Welfare Plans	\$ 575,000			
		0.00%	0.00%	0.00%
5. Total Bargaining Unit Compensation Add Items 1 through 4 to equal 5	\$ 5,072,547	\$ -	\$ -	\$ -
		0.00%	0.00%	0.00%
6. Total Number of Bargaining Unit Employees (Use FTEs if appropriate)	155.00			
7. Total Compensation Average Cost per Bargaining Unit Employee	\$ 32,726	\$ -	\$ -	\$ -
		0.00%	0.00%	0.00%

Santa Clarita Valley School Food Services Agency
COMBINED

8. What was the negotiated percentage change? For example, if the change in "Year 1" was for less than a full year, what is the annualized percentage of that change for "Year 1"?

2.5 % On-Schedule effective 1/1/2017.

9. Were any additional steps, columns, or ranges added to the salary schedules? (If yes, please explain.)

No

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

The 2.5% salary increase is included in the 2016-2017 Budget (Approximately \$50,200)

11. Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes No
If yes, please describe the cap amount.

Pro-rated Annual H&W CAP: Single: \$6,896.40; 2-Party: \$9,741.70; Family: \$11,722.30; TSA: \$4,100.00

B. Proposed negotiated changes in noncompensation items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

N/A

C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

N/A

Public Disclosure of Proposed Collective Bargaining Agreement
Santa Clarita Valley School Food Services Agency
COMBINED

D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?

None

E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

None

F. Source of Funding for Proposed Agreement:

1. Current Year

General Fund

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

We expect an increase in the federal reimbursement rate and sustained income from school lunch program

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

N/A

Santa Clarita Valley School Food Services Agency

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**Unrestricted General Fund**

Bargaining Unit:

COMBINED

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 12/15/2016)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
REVENUES				
LCFF Revenue 8010-8099			\$ -	\$ -
Federal Revenue 8100-8299	\$ 5,162,401		\$ -	\$ 5,162,401
Other State Revenue 8300-8599	\$ 402,682		\$ -	\$ 402,682
Other Local Revenue 8600-8799	\$ 4,814,995		\$ -	\$ 4,814,995
TOTAL REVENUES	\$ 10,380,078		\$ -	\$ 10,380,078
EXPENDITURES				
Certificated Salaries 1000-1999				\$ -
Classified Salaries 2000-2999	\$ 3,749,852			\$ 3,749,852
Employee Benefits 3000-3999	\$ 1,390,632			\$ 1,390,632
Books and Supplies 4000-4999	\$ 3,938,569		\$ -	\$ 3,938,569
Services and Other Operating Expenditures 5000-5999	\$ 682,228		\$ -	\$ 682,228
Capital Outlay 6000-6999	\$ 100,000		\$ -	\$ 100,000
Other Outgo (excluding Indirect Costs) 7100-7299 7400-7499	\$ 300,000		\$ -	\$ 300,000
Transfers of Indirect Costs 7300-7399			\$ -	\$ -
TOTAL EXPENDITURES	\$ 10,161,281	\$ -	\$ -	\$ 10,161,281
OTHER FINANCING SOURCES/USES				
Transfers In and Other Sources 8900-8979		\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699		\$ -	\$ -	\$ -
Contributions 8980-8999		\$ -	\$ -	\$ -
OPERATING SURPLUS (DEFICIT)*	\$ 218,797	\$ -	\$ -	\$ 218,797
BEGINNING FUND BALANCE 9791	\$ 2,129,418			\$ 2,129,418
Audit Adjustments/Other Restatements 9793/9795				\$ -
ENDING FUND BALANCE	\$ 2,348,215	\$ -	\$ -	\$ 2,348,215
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable 9711-9719	\$ 100,240	\$ -	\$ -	\$ 100,240
Restricted 9740				
Committed 9750-9760		\$ -	\$ -	\$ -
Assigned 9780	\$ 100,000	\$ -	\$ -	\$ 100,000
Reserve for Economic Uncertainties 9789	\$ 2,147,975	\$ -	\$ -	\$ 2,147,975
Unassigned/Unappropriated Amount 9790	\$ 0	\$ -	\$ -	\$ 0

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

Santa Clarita Valley School Food Services Agency

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Bargaining Unit:		Restricted General Fund COMBINED			
Object Code		Column 1	Column 2	Column 3	Column 4
		Latest Board- Approved Budget Before Settlement (As of 12/15/2016)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
REVENUES					
LCFF Revenue	8010-8099	\$ -		\$ -	\$ -
Federal Revenue	8100-8299	\$ -		\$ -	\$ -
Other State Revenue	8300-8599	\$ -		\$ -	\$ -
Other Local Revenue	8600-8799	\$ -		\$ -	\$ -
TOTAL REVENUES		\$ -		\$ -	\$ -
EXPENDITURES					
Certificated Salaries	1000-1999		\$ -	\$ -	\$ -
Classified Salaries	2000-2999		\$ -	\$ -	\$ -
Employee Benefits	3000-3999		\$ -	\$ -	\$ -
Books and Supplies	4000-4999			\$ -	\$ -
Services and Other Operating Expenditures	5000-5999			\$ -	\$ -
Capital Outlay	6000-6999	\$ -		\$ -	\$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	\$ -		\$ -	\$ -
Transfers of Indirect Costs	7300-7399	\$ -		\$ -	\$ -
TOTAL EXPENDITURES		\$ -	\$ -	\$ -	\$ -
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses	7600-7699	\$ -	\$ -	\$ -	\$ -
Contributions	8980-8999	\$ -	\$ -	\$ -	\$ -
OPERATING SURPLUS (DEFICIT)*		\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE					
	9791	\$ -			\$ -
Audit Adjustments/Other Restatements	9793/9795	\$ -			\$ -
ENDING FUND BALANCE		\$ -	\$ -	\$ -	\$ -
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted	9740		\$ -	\$ -	\$ -
Committed	9750-9760				
Assigned Amounts	9780				
Reserve for Economic Uncertainties	9789		\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount	9790	\$ -	\$ -	\$ -	\$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

Santa Clarita Valley School Food Services Agency

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**Combined General Fund
COMBINED**

Bargaining Unit:

Object Code		Column 1	Column 2	Column 3	Column 4
		Latest Board- Approved Budget Before Settlement (As of 12/15/2016)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
REVENUES					
LCFF Revenue	8010-8099	\$ -		\$ -	\$ -
Federal Revenue	8100-8299	\$ 5,162,401		\$ -	\$ 5,162,401
Other State Revenue	8300-8599	\$ 402,682		\$ -	\$ 402,682
Other Local Revenue	8600-8799	\$ 4,814,995		\$ -	\$ 4,814,995
TOTAL REVENUES		\$ 10,380,078		\$ -	\$ 10,380,078
EXPENDITURES					
Certificated Salaries	1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries	2000-2999	\$ 3,749,852	\$ -	\$ -	\$ 3,749,852
Employee Benefits	3000-3999	\$ 1,390,632	\$ -	\$ -	\$ 1,390,632
Books and Supplies	4000-4999	\$ 3,938,569		\$ -	\$ 3,938,569
Services and Other Operating Expenditures	5000-5999	\$ 682,228		\$ -	\$ 682,228
Capital Outlay	6000-6999	\$ 100,000		\$ -	\$ 100,000
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	\$ 300,000		\$ -	\$ 300,000
Transfers of Indirect Costs	7300-7399	\$ -		\$ -	\$ -
TOTAL EXPENDITURES		\$ 10,161,281	\$ -	\$ -	\$ 10,161,281
OTHER FINANCING SOURCES/USES					
Transfer In and Other Sources	8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses	7600-7699	\$ -	\$ -	\$ -	\$ -
Contributions	8980-8999	\$ -	\$ -	\$ -	\$ -
OPERATING SURPLUS (DEFICIT)*		\$ 218,797	\$ -	\$ -	\$ 218,797
BEGINNING FUND BALANCE					
	9791	\$ 2,129,418			\$ 2,129,418
Audit Adjustments/Other Restatements	9793/9795	\$ -			\$ -
ENDING FUND BALANCE		\$ 2,348,215	\$ -	\$ -	\$ 2,348,215
COMPONENTS OF ENDING FUND					
Nonspendable	9711-9719	\$ 100,240	\$ -	\$ -	\$ 100,240
Restricted	9740	\$ -	\$ -	\$ -	\$ -
Committed	9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned	9780	\$ 100,000	\$ -	\$ -	\$ 100,000
Reserve for Economic Uncertainties	9789	\$ 2,147,975	\$ -	\$ -	\$ 2,147,975
Unassigned/Unappropriated Amount	9790	\$ 0	\$ -	\$ -	\$ 0

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

Public Disclosure of Proposed Collective Bargaining Agreement
Santa Clarita Valley School Food Services Agency

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

**Fund 11 - Adult Education Fund
COMBINED**

Bargaining Unit:

Object Code		Column 1	Column 2	Column 3	Column 4
		Latest Board- Approved Budget Before Settlement (As of _____)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
REVENUES					
Federal Revenue	8100-8299	\$ -		\$ -	\$ -
Other State Revenue	8300-8599	\$ -		\$ -	\$ -
Other Local Revenue	8600-8799	\$ -		\$ -	\$ -
TOTAL REVENUES		\$ -		\$ -	\$ -
EXPENDITURES					
Certificated Salaries	1060-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries	2000-2999	\$ -	\$ -	\$ -	\$ -
Employee Benefits	3000-3999	\$ -	\$ -	\$ -	\$ -
Books and Supplies	4000-4999	\$ -		\$ -	\$ -
Services and Other Operating Expenditures	5000-5999	\$ -		\$ -	\$ -
Capital Outlay	6000-6999	\$ -		\$ -	\$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	\$ -		\$ -	\$ -
Transfers of Indirect Costs	7300-7399	\$ -		\$ -	\$ -
TOTAL EXPENDITURES		\$ -	\$ -	\$ -	\$ -
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses	7600-7699	\$ -	\$ -	\$ -	\$ -
OPERATING SURPLUS (DEFICIT)*		\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE					
	9791	\$ -			\$ -
Audit Adjustments/Other Restatements	9793/9795	\$ -			\$ -
ENDING FUND BALANCE		\$ -	\$ -	\$ -	\$ -
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted	9740	\$ -	\$ -	\$ -	\$ -
Committed	9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned	9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties	9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount	9790	\$ -	\$ -	\$ -	\$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

**Fund 12 - Child Development Fund
COMBINED**

Bargaining Unit:

		Column 1	Column 2	Column 3	Column 4
Object Code		Latest Board- Approved Budget Before Settlement (As of 12/15/2016)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
REVENUES					
Federal Revenue	8100-8299	\$ -		\$ -	\$ -
Other State Revenue	8300-8599	\$ -		\$ -	\$ -
Other Local Revenue	8600-8799	\$ -		\$ -	\$ -
TOTAL REVENUES		\$ -		\$ -	\$ -
EXPENDITURES					
Certificated Salaries	1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries	2000-2999	\$ -	\$ -	\$ -	\$ -
Employee Benefits	3000-3999	\$ -	\$ -	\$ -	\$ -
Books and Supplies	4000-4999	\$ -		\$ -	\$ -
Services and Other Operating Expenditures	5000-5999	\$ -		\$ -	\$ -
Capital Outlay	6000-6999	\$ -		\$ -	\$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	\$ -		\$ -	\$ -
Transfers of Indirect Costs	7300-7399	\$ -		\$ -	\$ -
TOTAL EXPENDITURES		\$ -	\$ -	\$ -	\$ -
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses	7600-7699	\$ -	\$ -	\$ -	\$ -
OPERATING SURPLUS (DEFICIT)*		\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE					
	9791	\$ -			\$ -
Audit Adjustments/Other Restatements	9793/9795	\$ -			\$ -
ENDING FUND BALANCE		\$ -	\$ -	\$ -	\$ -
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted	9740	\$ -	\$ -	\$ -	\$ -
Committed	9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned	9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties	9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount	9790	\$ -	\$ -	\$ -	\$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

Santa Clarita Valley School Food Services Agency

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**Fund 13/61 - Cafeteria Fund**

Bargaining Unit:

COMBINED

Bargaining Unit:		Column 1	Column 2	Column 3	Column 4
Object Code		Latest Board- Approved Budget Before Settlement (As of 12/15/2016)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
REVENUES					
LCFF Revenue	8010-8099	\$ -		\$ -	\$ -
Federal Revenue	8100-8299	\$ -		\$ -	\$ -
Other State Revenue	8300-8599	\$ -		\$ -	\$ -
Other Local Revenue	8600-8799	\$ -		\$ -	\$ -
TOTAL REVENUES		\$ -		\$ -	\$ -
EXPENDITURES					
Certificated Salaries	1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries	2000-2999	\$ -	\$ -	\$ -	\$ -
Employee Benefits	3000-3999	\$ -	\$ -	\$ -	\$ -
Books and Supplies	4000-4999	\$ -		\$ -	\$ -
Services and Other Operating Expenditures	5000-5999	\$ -		\$ -	\$ -
Capital Outlay	6000-6999	\$ -		\$ -	\$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	\$ -		\$ -	\$ -
Transfers of Indirect Costs	7300-7399	\$ -		\$ -	\$ -
TOTAL EXPENDITURES		\$ -	\$ -	\$ -	\$ -
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses	7600-7699	\$ -	\$ -	\$ -	\$ -
OPERATING SURPLUS (DEFICIT)*		\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE					
	9791	\$ -			\$ -
Audit Adjustments/Other Restatements	9793/9795	\$ -			\$ -
ENDING FUND BALANCE		\$ -	\$ -	\$ -	\$ -
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted	9740	\$ -	\$ -	\$ -	\$ -
Committed	9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned	9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties	9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount	9790	\$ -	\$ -	\$ -	\$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

Los Angeles County Office of Education

Business Advisory Services

Revised 11/22/16

Public Disclosure of Proposed Collective Bargaining Agreement

Santa Clarita Valley School Food Services Agency

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Enter Fund: _____
 Bargaining Unit: COMBINED

		Column 1	Column 2	Column 3	Column 4
		Latest Board- Approved Budget Before Settlement (As of 12/15/2016)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
Object Code					
REVENUES					
Federal Revenue	8100-8299	\$ -		\$ -	\$ -
Other State Revenue	8300-8599	\$ -		\$ -	\$ -
Other Local Revenues	8600-8799	\$ -		\$ -	\$ -
TOTAL REVENUES		\$ -		\$ -	\$ -
EXPENDITURES					
Certificated Salaries	1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries	2000-2999	\$ -	\$ -	\$ -	\$ -
Employee Benefits	3000-3999	\$ -	\$ -	\$ -	\$ -
Books and Supplies	4000-4999	\$ -		\$ -	\$ -
Services and Other Operating Expenditures	5000-5999	\$ -		\$ -	\$ -
Capital Outlay	6000-6999	\$ -		\$ -	\$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	\$ -		\$ -	\$ -
Transfers of Indirect Costs	7300-7399	\$ -		\$ -	\$ -
TOTAL EXPENDITURES		\$ -	\$ -	\$ -	\$ -
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses	7600-7699	\$ -	\$ -	\$ -	\$ -
OPERATING SURPLUS (DEFICIT)*		\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE					
	9791	\$ -			\$ -
Audit Adjustments/Other Restatements	9793/9795	\$ -			\$ -
ENDING FUND BALANCE		\$ -	\$ -	\$ -	\$ -
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted	9740	\$ -	\$ -	\$ -	\$ -
Committed	9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned	9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties	9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount	9790	\$ -	\$ -	\$ -	\$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

Public Disclosure of Proposed Collective Bargaining Agreement
 Santa Clarita Valley School Food Services Agency

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Enter Fund: _____

Bargaining Unit: _____

COMBINED

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 12/15/2016)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
REVENUES				
Federal Revenue 8100-8299	\$ -		\$ -	\$ -
Other State Revenue 8300-8599	\$ -		\$ -	\$ -
Other Local Revenue 8600-8799	\$ -		\$ -	\$ -
TOTAL REVENUES	\$ -		\$ -	\$ -
EXPENDITURES				
Certificated Salaries 1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries 2000-2999	\$ -	\$ -	\$ -	\$ -
Employee Benefits 3000-3999	\$ -	\$ -	\$ -	\$ -
Books and Supplies 4000-4999	\$ -		\$ -	\$ -
Services and Other Operating Expenditures 5000-5999	\$ -		\$ -	\$ -
Capital Outlay 6000-6999	\$ -		\$ -	\$ -
Other Outgo (excluding Indirect Costs) 7100-7299	\$ -		\$ -	\$ -
7400-7499				
Transfers of Indirect Costs 7300-7399	\$ -		\$ -	\$ -
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -
OTHER FINANCING SOURCES/USES				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
OPERATING SURPLUS (DEFICIT)*	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE				
9791	\$ -			\$ -
Audit Adjustments/Other Restatements 9793/9795	\$ -			\$ -
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted 9740	\$ -	\$ -	\$ -	\$ -
Committed 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned 9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ -	\$ -	\$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

Public Disclosure of Proposed Collective Bargaining Agreement

Santa Clarita Valley School Food Services Agency

COMBINED

Explanations for Column 3 "Other Revisions" entered on Pages 4a through 4h:

Page 4a: Unrestricted General Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	
Page 4b: Restricted General Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	
Page 4d: Fund 11 - Adult Education Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	
Page 4e: Fund 12 - Child Development Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	
Page 4f: Fund 13/61 - Cafeteria Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	
Page 4g: Other	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	
Page 4h: Other	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Additional Comments:

Public Disclosure of Proposed Collective Bargaining Agreement
 Santa Clarita Valley School Food Services Agency

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

**Unrestricted General Fund MYP
COMBINED**

Bargaining Unit:

Object Code	2016-17	2017-18	2018-19
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
REVENUES			
LCFF Revenue 8010-8099	\$ -		\$ -
Federal Revenue 8100-8299	\$ 5,162,401		\$ -
Other State Revenue 8300-8599	\$ 402,682		\$ -
Other Local Revenue 8600-8799	\$ 4,814,995	\$ -	\$ -
TOTAL REVENUES	\$ 10,380,078	\$ -	\$ -
EXPENDITURES			
Certificated Salaries 1000-1999	\$ -	\$ -	\$ -
Classified Salaries 2000-2999	\$ 3,749,852	\$ -	\$ -
Employee Benefits 3000-3999	\$ 1,390,632	\$ -	\$ -
Books and Supplies 4000-4999	\$ 3,938,569	\$ -	\$ -
Services and Other Operating Expenditures 5000-5999	\$ 682,228	\$ -	\$ -
Capital Outlay 6000-6999	\$ 100,000	\$ -	\$ -
Other Outgo (excluding Indirect Costs) 7100-7299 7400-7499	\$ 300,000	\$ -	\$ -
Transfers of Indirect Costs 7300-7399	\$ -	\$ -	\$ -
Other Adjustments			\$ -
TOTAL EXPENDITURES	\$ 10,161,281	\$ -	\$ -
OTHER FINANCING SOURCES/USES			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -
Contributions 8980-8999	\$ -	\$ -	\$ -
OPERATING SURPLUS (DEFICIT)*	\$ 218,797	\$ -	\$ -
BEGINNING FUND BALANCE			
9791	\$ 2,129,418	\$ 2,348,215	\$ 2,348,215
Audit Adjustments/Other Restatements 9793/9795	\$ -		
ENDING FUND BALANCE	\$ 2,348,215	\$ 2,348,215	\$ 2,348,215
COMPONENTS OF ENDING FUND BALANCE:			
Nonspendable 9711-9719	\$ 100,240	\$ 100,240	\$ 100,240
Restricted 9740			
Committed 9750-9760	\$ -	\$ -	\$ -
Assigned 9780	\$ 100,000	\$ 100,000	\$ 100,000
Reserve for Economic Uncertainties 9789	\$ 2,147,975	\$ 2,147,975	\$ 2,147,975
Unassigned/Unappropriated Amount 9790	\$ 0	\$ 0	\$ 0

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

Santa Clarita Valley School Food Services Agency

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS**Restricted General Fund MYP
COMBINED**

Bargaining Unit:

Object Code	2016-17	2017-18	2018-19
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
REVENUES			
LCFF Revenue 8010-8099	\$ -	\$ -	\$ -
Federal Revenue 8100-8299	\$ -	\$ -	\$ -
Other State Revenue 8300-8599	\$ -	\$ -	\$ -
Other Local Revenue 8600-8799	\$ -	\$ -	\$ -
TOTAL REVENUES	\$ -	\$ -	\$ -
EXPENDITURES			
Certificated Salaries 1000-1999	\$ -	\$ -	\$ -
Classified Salaries 2000-2999	\$ -	\$ -	\$ -
Employee Benefits 3000-3999	\$ -	\$ -	\$ -
Books and Supplies 4000-4999	\$ -	\$ -	\$ -
Services and Other Operating Expenditures 5000-5999	\$ -	\$ -	\$ -
Capital Outlay 6000-6999	\$ -	\$ -	\$ -
Other Outgo (excluding Indirect Costs) 7100-7299 7400-7499	\$ -	\$ -	\$ -
Transfers of Indirect Costs 7300-7399	\$ -	\$ -	\$ -
Other Adjustments		\$ -	\$ -
TOTAL EXPENDITURES	\$ -	\$ -	\$ -
OTHER FINANCING SOURCES/USES			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -
Contributions 8980-8999	\$ -	\$ -	\$ -
OPERATING SURPLUS (DEFICIT)*	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE			
9791	\$ -	\$ -	\$ -
Audit Adjustments/Other Restatements 9793/9795	\$ -		
ENDING FUND BALANCE	\$ -	\$ -	\$ -
COMPONENTS OF ENDING FUND BALANCE:			
Nonspendable 9711-9719	\$ -	\$ -	\$ -
Restricted 9740	\$ -	\$ -	\$ -
Committed 9750-9760			
Assigned 9780			
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ -	\$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

Public Disclosure of Proposed Collective Bargaining Agreement
 Santa Clarita Valley School Food Services Agency

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

**Combined General Fund MYP
COMBINED**

Bargaining Unit:

Object Code	2016-17	2017-18	2018-19
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
REVENUES			
LCFF Revenue 8010-8099	\$ -	\$ -	\$ -
Federal Revenue 8100-8299	\$ 5,162,401	\$ -	\$ -
Other State Revenue 8300-8599	\$ 402,682	\$ -	\$ -
Other Local Revenue 8600-8799	\$ 4,814,995	\$ -	\$ -
TOTAL REVENUES	\$ 10,380,078	\$ -	\$ -
EXPENDITURES			
Certificated Salaries 1000-1999	\$ -	\$ -	\$ -
Classified Salaries 2000-2999	\$ 3,749,852	\$ -	\$ -
Employee Benefits 3000-3999	\$ 1,390,632	\$ -	\$ -
Books and Supplies 4000-4999	\$ 3,938,569	\$ -	\$ -
Services and Other Operating Expenditures 5000-5999	\$ 682,228	\$ -	\$ -
Capital Outlay 6000-6999	\$ 100,000	\$ -	\$ -
Other Outgo (excuding Indirect Costs) 7100-7299 7400-7499	\$ 300,000	\$ -	\$ -
Transfers of Indirect Costs 7300-7399	\$ -	\$ -	\$ -
Other Adjustments		\$ -	\$ -
TOTAL EXPENDITURES	\$ 10,161,281	\$ -	\$ -
OTHER FINANCING SOURCES/USES			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -
Contributions 8980-8999	\$ -	\$ -	\$ -
OPERATING SURPLUS (DEFICIT)*	\$ 218,797	\$ -	\$ -
BEGINNING FUND BALANCE			
9791	\$ 2,129,418	\$ 2,348,215	\$ 2,348,215
Audit Adjustments/Other Restatements 9793/9795	\$ -		
ENDING FUND BALANCE	\$ 2,348,215	\$ 2,348,215	\$ 2,348,215
COMPONENTS OF ENDING FUND BALANCE:			
Nonspendable 9711-9719	\$ 100,240	\$ 100,240	\$ 100,240
Restricted 9740	\$ -	\$ -	\$ -
Committed 9750-9760	\$ -	\$ -	\$ -
Assigned 9780	\$ 100,000	\$ 100,000	\$ 100,000
Reserve for Economic Uncertainties 9789	\$ 2,147,975	\$ 2,147,975	\$ 2,147,975
Unassigned/Unappropriated Amount 9790	\$ 0	\$ 0	\$ 0

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

Public Disclosure of Proposed Collective Bargaining Agreement

Santa Clarita Valley School Food Services Agency

COMBINED

I. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES

1. State Reserve Standard

		2016-17	2017-18	2018-19
a.	Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 10,161,281	\$ -	\$ -
b.	Less: Special Education Pass-Through Funds	\$ -	\$ -	\$ -
c.	Net Expenditures, Transfers Out, and Uses	\$ 10,161,281	\$ -	\$ -
d.	State Standard Minimum Reserve Percentage for this District Enter percentage →	0.00%	0.00%	0.00%
e.	State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line b, or \$50,000)	\$ -	\$ -	\$ -

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a.	General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9789)	\$ 2,147,975	\$ 2,147,975	\$ 2,147,975
b.	General Fund Budgeted Unrestricted Unassigned/Unappropriated Amount (9790)	\$ 0	\$ 0	\$ 0
c.	Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9789)	\$ -	\$ -	\$ -
d.	Special Reserve Fund (Fund 17) Budgeted Unassigned/Unappropriated Amount (9790)	\$ -	\$ -	\$ -
e.	Total Available Reserves	\$ 2,147,975	\$ 2,147,975	\$ 2,147,975
f.	Reserve for Economic Uncertainties Percentage	21.14%	0.00%	0.00%

3. Do unrestricted reserves meet the state minimum reserve amount?

2016-17	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2017-18	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2018-19	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

4. If no, how do you plan to restore your reserves?

Public Disclosure of Proposed Collective Bargaining Agreement
 Santa Clarita Valley School Food Services Agency
 COMBINED

5. **Does the Total Compensation Increase/(Decrease) on Page 1, Section A, #5 agree with the Total Increase/(Decrease) for all funds as a result of the settlement(s)? Please explain any variance.**

Total Compensation Increase/(Decrease) on Page 1, Section A, #5	\$	-
General Fund balance Increase/(Decrease), Page 4c, Column 2	\$	-
Adult Education Fund balance Increase/(Decrease), Page 4d, Column 2	\$	-
Child Development Fund balance Increase/(Decrease), Page 4e, Column 2	\$	-
Cafeteria Fund balance Increase/(Decrease), Page 4f, Column 2	\$	-
Other Fund balance Increase/(Decrease), Page 4g, Column 2	\$	-
Other Fund balance Increase/(Decrease), Page 4h, Column 2	\$	-
Total all fund balances Increase/(Decrease) as a result of the settlement(s)	\$	-

Variance \$ -

Variance Explanation:

6. **Will this agreement create or increase deficit financing in the current or subsequent years?**

"Deficit Financing" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If a deficit is shown below, provide an explanation and any deficit reduction plan, as necessary.

<u>General Fund Combined</u>	<u>Surplus/ (Deficit)</u>	<u>(Deficit) %</u>	<u>Deficit primarily due to:</u>
Current FY Surplus/(Deficit) before settlement(s)?	\$ 218,797	2.2%	
Current FY Surplus/(Deficit) after settlement(s)?	\$ 218,797	2.2%	
1st Subsequent FY Surplus/(Deficit) after settlement(s)?	\$ -	#DIV/0!	
2nd Subsequent FY Surplus/(Deficit) after settlement(s)?	\$ -	#DIV/0!	

Deficit Reduction Plan (as necessary):

7. **Were "Other Adjustments" amount(s) entered in the multiyear projections (pages 5a and 5b) for 1st and 2nd Subsequent FY?**

"Other Adjustments" could indicate that a budget reduction plan was/is being developed to address deficit spending, and to rebuild reserves. Any amount shown below must have an explanation. If additional space is needed, attach a separate sheet, or use page 9a.

<u>MYP</u>	<u>Amount</u>	<u>"Other Adjustments" Explanation</u>
1st Subsequent FY Unrestricted, Page 5a	\$ -	
1st Subsequent FY Restricted, Page 5b	\$ -	
2nd Subsequent FY Unrestricted, Page 5a	\$ -	
2nd Subsequent FY Restricted, Page 5b	\$ -	

COMBINED

J. COMPARISON OF PROPOSED CHANGE IN TOTAL COMPENSATION TO CHANGE IN LCFF FUNDING FOR THE NEGOTIATED PERIOD

The purpose of this form is to determine if the district has entered into bargaining agreements that would result in salary increases that are expected to exceed the projected increase in LCFF funding.

(fill out columns for which there is an agreement)

	Prior Year	2016-17	2017-18	2018-19
a. LCFF Funding per ADA				
b. Amount Change from Prior Year Funding per ADA		-	-	-
c. Percentage Change from Prior Year Funding per ADA		0.00%	0.00%	0.00%
d. Total Compensation Amount Change (from Page 1, Section A, Line 5)		-	-	-
e. Total Compensation Percentage Change (from Page 1, Section A, Line 5)		0.00%	0.00%	0.00%
f. Proposed agreement is within/exceeds change in LCFF Funding (f vs. e)		-	-	-

K. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT

This certification page must be signed by the district's Superintendent and Chief Business Official at the time of public disclosure and is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. The absence of a certification signature or if "I am unable to certify" is checked should serve as a "red flag" to the district's Governing Board.

In accordance with the requirements of Governmnet Code Sections 3540.2 and 3547.5, the Superintendent and Chief Business Official of the Santa Clarita Valley School Food Servies Agency, hereby certify that the District can meet the costs incurred under this Collective Bargaining Agreement during the term of the agreement from July 1, 2016 to June 30, 2017.

Board Actions

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

Current Year

Budget Adjustment Categories:

Revenues/Other Financing Sources
Expenditures/Other Financing Uses
Ending Balance(s) Increase/(Decrease)

	Budget Adjustment Increase/(Decrease)
\$	-
\$	-
\$	-

Subsequent Years

Budget Adjustment Categories:

Revenues/Other Financing Sources
Expenditures/Other Financing Uses
Ending Balance(s) Increase/(Decrease)

	Budget Adjustment Increase/(Decrease)
\$	-
\$	-
\$	-

Budget Revisions

If the district does not adopt and submit within 45 days all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

Assumptions

See attached page for a list of the assumptions upon which this certification is based.

Certifications

I hereby certify I am unable to certify

Lyonnelle Grumby

District Superintendent

12/28/2016

Date

(Signature)

I hereby certify I am unable to certify

Ansany Weiss

Chief Business Official

12/28/2016

Date

(Signature)

Special Note: The Los Angeles County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

L. CERTIFICATION NO. 2

The disclosure document must be signed by the district Superintendent at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.

Santa Clarita Valley School Food Services Agency

District Name

District Superintendent

(Signature)

Date

Susan Weiss

Contact Person

661-295-1574, ext. 116

Phone

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on January 17, 2017, took action to approve the proposed agreement with the CSEA and Non Represented Bgaining Unit(s).

President (or Clerk), Governing Board

(Signature)

Date

Special Note: The Los Angeles County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

Proposed SALARY GRID 2016/17 for Bargaining Unit Members (Effective 01/01/2017 -- 2.5% increase)

		1	2	3	4	5	6	7	8	9
106	Nutrition Assistant I Office Assistant	10.60 1,836.94 22,043.28	11.02 1,910.42 22,925.04	11.46 1,986.84 23,842.08	11.92 2,066.31 24,795.72	12.40 2,148.96 25,787.52	12.89 2,234.91 26,818.92	13.15 2,279.62 27,355.44	13.41 2,325.21 27,902.52	13.68 2,371.72 28,460.64
107	Receptionist	11.00 1,906.90 22,882.80	11.44 1,983.17 23,798.04	11.90 2,062.49 24,749.88	12.38 2,145.00 25,740.00	12.87 2,230.80 26,769.60	13.38 2,320.03 27,840.36	13.65 2,366.44 28,397.28	13.93 2,413.76 28,965.12	14.20 2,462.04 29,544.48
108		11.43 1,981.31 23,775.72	11.89 2,060.57 24,726.84	12.36 2,142.99 25,715.88	12.86 2,228.72 26,744.64	13.37 2,317.86 27,814.32	13.91 2,410.57 28,926.84	14.19 2,458.80 29,505.60	14.47 2,507.97 30,095.64	14.76 2,558.13 30,697.56
109	Custodian I Nutrition Assistant II	11.89 2,060.21 24,722.52	12.36 2,142.62 25,711.44	12.86 2,228.32 26,739.84	13.37 2,317.45 27,809.40	13.90 2,410.15 28,921.80	14.46 2,506.56 30,078.72	14.75 2,556.69 30,680.28	15.05 2,607.83 31,293.96	15.35 2,659.98 31,919.76
110	Custodian II Nutrition Assistant III (NA III job description to be established)	12.37 2,143.56 25,722.72	12.86 2,229.30 26,751.60	13.38 2,318.48 27,821.76	13.91 2,411.21 28,934.52	14.47 2,507.66 30,091.92	15.05 2,607.97 31,295.64	15.35 2,660.13 31,921.56	15.65 2,713.34 32,560.08	15.97 2,767.59 33,211.08
111		12.87 2,231.38 26,776.56	13.39 2,320.63 27,847.56	13.92 2,413.47 28,961.64	14.48 2,510.00 30,120.00	15.06 2,610.40 31,324.80	15.66 2,714.80 32,577.60	15.98 2,769.10 33,229.20	16.30 2,824.49 33,893.88	16.62 2,880.98 34,571.76
112	Cash Control Clerk Delivery Driver	13.41 2,323.66 27,883.92	13.94 2,416.61 28,999.32	14.50 2,513.27 30,159.24	15.08 2,613.80 31,365.60	15.68 2,718.35 32,620.20	16.31 2,827.08 33,924.96	16.64 2,883.63 34,603.56	16.97 2,941.30 35,295.60	17.31 3,000.12 36,001.44
113	Site Team Leader I Utility Worker	13.96 2,420.40 29,044.80	14.52 2,517.23 30,206.76	15.10 2,617.91 31,414.92	15.71 2,722.63 32,671.56	16.34 2,831.55 33,978.60	16.99 2,944.79 35,337.48	17.33 3,003.70 36,044.40	17.68 3,063.77 36,765.24	18.03 3,125.04 37,500.48
114	Accounting Clerk Site Team Leader II	14.56 2,523.11 30,277.32	15.14 2,624.04 31,488.48	15.74 2,728.99 32,747.88	16.37 2,838.16 34,057.92	17.03 2,951.68 35,420.16	17.71 3,069.75 36,837.00	18.06 3,131.15 37,573.80	18.43 3,193.78 38,325.36	18.79 3,257.64 39,091.68
115	Production Team Leader	15.18 2,631.76 31,581.12	15.79 2,737.04 32,844.48	16.42 2,846.53 34,158.36	17.08 2,960.38 35,524.56	17.76 3,078.80 36,945.60	18.47 3,201.95 38,423.40	18.84 3,265.99 39,191.88	19.22 3,331.31 39,975.72	19.60 3,397.94 40,775.28
116		15.84 2,746.39 32,956.68	16.48 2,856.23 34,274.76	17.14 2,970.48 35,645.76	17.82 3,089.31 37,071.72	18.54 3,212.88 38,554.56	19.28 3,341.39 40,096.68	19.66 3,408.23 40,898.76	20.06 3,476.38 41,716.56	20.46 3,545.91 42,550.92
117	Warehousing Specialist	16.54 2,866.94 34,403.28	17.20 2,981.63 35,779.56	17.89 3,100.89 37,210.68	18.61 3,224.92 38,699.04	19.35 3,353.92 40,247.04	20.12 3,488.08 41,856.96	20.53 3,557.84 42,694.08	20.94 3,628.99 43,547.88	21.36 3,701.57 44,418.84
118	Maintenance Lead	17.28 2,994.95 35,939.40	17.97 3,114.75 37,377.00	18.69 3,239.35 38,872.20	19.44 3,368.91 40,426.92	20.21 3,503.67 42,044.04	21.02 3,643.81 43,725.72	21.44 3,716.69 44,600.28	21.87 3,791.02 45,492.24	22.31 3,866.84 46,402.08

Wages calculated as follows: Monthly base rate / 173.333 = new hourly rate. Rounding process may affect some step rates +/- by 1 cent.

Longevity

After 13 years: 5% on the current Base Salary -- L2 2
 After 20 years: plus 5.5% (total 10.5% compounded) on the current Base Salary -- L2 3
 After 25 years: plus 6.0% (total 16.5% compounded) on the current Base Salary -- L2 4

Professional Growth

5.0% on the current Base Salary or the current Base Salary + Longevity -- IN 1

**CBA: CSEA tentative agreement tbd ; Board adopted tbd
 (first look pending final reconciliation)**



Los Angeles County Office of Education

Serving Students ■ Supporting Communities ■ Leading Educators

Debra Duardo, M.S.W., Ed.D.
Superintendent

January xx, 2017

**Los Angeles County
Board of Education**Douglas R. Boyd
PresidentAlex Johnson
Vice President

Katie Braude

Gabriella Holt

Monte E. Perez

Thomas A. Saenz

Rebecca J. Turrentine

Ms. Ronna Wolcott, Board President
Santa Clarita Valley Food Services Agency
25210 Anza Street
Valencia, CA 91355

Dear Ms. Wolcott:

Under Assembly Bill (AB) 1200 (Chapter 1213/Statutes 1992), AB 2756 (Chapter 52/Statutes 2004), Government Code Sections 3540.2(d), the Los Angeles County Superintendent of Schools has reviewed the Santa Clarita Valley Food Services Agency's (Agency) "Public Disclosure of Proposed Collective Bargaining Agreement" (Disclosure) concerning a tentative agreement with the CSEA for the school years 2016-17. The agreement is scheduled for ratification by the Agency's Governing Board on January 17, 2017.

The agreement with CSEA provides for an on salary schedule 2.5 percent increase on January 1, 2017. The Agency's financial analysis, as reflected in the Disclosure, indicates that the Agency is able to maintain the minimum required Reserve for Economic Uncertainties for the term of the contract.

We wish to express our appreciation to the Agency staff for their cooperation during the review of the AB 1200 public disclosure and the impact of the settlement. If our office can be of further assistance, please call me at (562) 922-6743.

Sincerely,

Andrew Surendranath
Business Services Consultant
Business Advisory Services

AS:

cc: Dr. Lynnelle Grumbles, Chief Executive Officer
Susan Weiss, Director, Finance and Administration
Scott Price Ph.D., Los Angeles County Office of Education (LACOE)
Keith Crafton, LACOE
Charles Faulkner, LACOE

Ms. Ronna Wolcott, Board President
Santa Clarita Valley School Food Services Agency
Date January xx, 2017
Page 2

Jeff Young, LACOE
Chris Burdy, LACOE
Patricia Smith, LACOE
Tracy Minor, LACOE

**Santa Clarita Valley School Food Services Agency
Board of Directors**

Meeting Date: January 17, 2017
Submitted By: Dr. Lynnelle Grumbles / Susan Weiss
Subject: Collective Bargaining Agreement Ratification for FY2016-17

RECOMMENDATION # 16-17-07/A2

Summary

Following several negotiation sessions between CSEA and Agency representatives, a Tentative Agreement was reached on December 20, 2016.

The Tentative Agreement includes changes in Articles 6 and 10 of the Collective Bargaining Agreement between the Agency and CSEA as attached.

Section 6.1 – 2.5% salary increase beginning January 1, 2017, for those in paid status January 1, 2017.

Section 10.14 – Changes to the catastrophic leave paragraph to establish an ad-hoc committee to review catastrophic leaves requests and solicit time donations. The decision of the committee will be final and not subject to the grievance article.

The Tentative Agreement was signed on December 20, 2016, and expected to be ratified by the local Chapter on January 17, 2017.

Financial Impact

Cost to the Agency is approximately \$35,700.00 for unit members for SY2016-17, which is available in the approved budget.

Recommended Action:

It is recommended that the Board of Directors approve the changes to the Collective Bargaining Agreement for SY2016-17 between the CSEA local Chapter #782 and the Agency as presented.

TENTATIVE AGREEMENT
 Between the
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
AND ITS SANTA CLARITA JPA CHAPTER #782
 And the
SANTA CLARITA VALLEY SCHOOL FOOD SERVICES AGENCY

December 20, 2016

The California School Employees Association and its Santa Clarita Valley JPA Chapter #782 (hereinafter "Association") and the Santa Clarita School Food Services Agency (hereinafter "Agency") agree to the follow Tentative Agreement (TA).


1. The parties agree to the amendments in Articles 6 and 10 of the Collective Bargaining Agreement between the Agency and CSEA as attached hereto.
2. CSEA acknowledges the upcoming mandated minimum wage increases and agrees to negotiate in good faith with the Agency in the years ahead.

It is agreed and understood that this agreement is subject to all approvals required under the CSEA 610 Policy, as well as the Governing Board approval, and CSEA, Chapter 782, bargaining unit ratification. Any language not modified in this Tentative Agreement shall remain as it was in the July 1, 2014 through June 30, 2017 Agreement between CSEA, Chapter 782, and the Agency.

Dated: 12/20/2016

FOR THE ASSOCIATION:

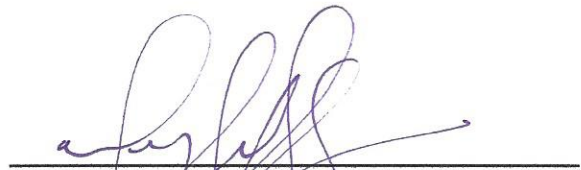
FOR THE AGENCY:



 Deborah Beltran
 Chapter President
 CSEA, Chapter 782



 Lynnelle Grumbles
 Chief Executive Officer
 Santa Clarita Valley
 School Food Services Agency



 Mari Nikogosyan
 Labor Relations Representative
 California School Employees Association

ARTICLE 6 SALARY and COMPENSATION

Section 6.1 "The Agency's salary schedule shall be increased by 2.5%, ~~1.5%~~ effective July January 1, 2017 2016." In addition, there shall be a one-time off-schedule bonus in the amount of ~~1.0% (not compounded)~~. These payments shall only apply to those who are in paid status as of February 3, 2014 January 1, 2017.

Section 6.2 Commencing July 1, 2000, unit members shall be paid twice monthly.

Section 6.3 Commencing as soon as reasonably possible in the 2000-2001 school year, the Agency will amend its contract with the Public Employees Retirement System (PERS) so as to afford eligible unit members a 2% PERS retirement benefit upon retirement at age 55, provided all other service and eligibility requirements are met.

In accordance with the passage of Assembly Bill (AB) 340, the Agency will amend its CalPERS contract for new members. New employees hired on or after January 1, 2013 who meet the definition of new member as per the Public Employees' Pension Reform Act (PEPRA) shall receive the modified new benefit formula of 2% at Age 62. The final Compensation period shall be modified to a 3 Year Final Compensation Period, provided that all other service and eligibility requirements are met. (See Pension Reform section of the CalPERS website)

Section 6.4 All employees assigned less than four hours per day (those employees not in PERS) will be paid once monthly. Regular employees who work four hours a day or more will be paid twice monthly.

Section 6.5 Holiday Compensation.

A unit member required to work on a scheduled holiday for his/her work site shall be paid compensation at the rate of time and one half of his/her regular rate of pay in addition to the regular pay received for the holiday.

Section 6.6 Additional Compensation.

6.6.1 Callback Pay.

The unit member called back to work, either after normal working hours or on a day not worked, shall receive pay for a period of not less than two hours, irrespective of the actual time less than that required to be worked. Entitlement to overtime pay shall be determined pursuant to Section 5.3 of this Agreement.

6.6.2 Travel Time Between Sites.

Site Team Leaders required by the Agency to travel to another site for meetings after reporting to their regular work site shall be compensated for an additional 15 minutes if the location of the meeting is five (5) or less miles from their regular site, or for an additional 30 minutes if the location of the meeting is more than five (5) miles from their regular site. Mileage for travel to these meetings shall be compensated at the IRS rate in effect at the end of the pay period.

6.6.3 Inclement Weather Days.

Whenever a site served by the Agency is closed because of inclement weather or emergency situations, unit members who are scheduled to work that day, but because site is closed are unable to do so, shall be paid for the first day of the closure at full pay of their

normal work assignment for that day. The Agency shall make reasonable attempts to provide affected employees temporary work locations until the site reopens.

6.6.4 Inconsistent Duty Pay.

Unit members who are required and directed by their immediate supervisor to perform higher level duties in a higher job classification inconsistent with their assigned duties for five days or more within a 15-day period shall be compensated, beginning on the fifth day, at a rate not less than 5% above the unit member's regular rate of pay.

6.6.5 Additional Hours.

(a) Unit members directed to work beyond their regular work hours but less than eight hours per day or 40 hours per week shall be paid for such additional hours at their regular rate of pay, except as provided herein. Unit members may be authorized by the Site Team Leader to work up to an additional 15 minutes per day for two days without advance approval of Agency management in circumstances of Agency need. Additional days require approval of Agency management.

(b) When the Agency anticipates a temporary need for additional work hours of thirty minutes or more per day for a particular position for an extended length of time of more than twenty consecutive work days, it shall add the additional hours to the employee's regular assignment. In no case shall such temporary addition result in establishing an overtime assignment.

Any employee who works a minimum of thirty (30) minutes per day in excess of part-time assignment for a period of twenty (20) consecutive work days or more, shall have the basic assignment modified to reflect the longer hours as specified in section 45136 of the Education Code, and shall receive a health benefit allocation, proportionate to his or her newly assigned hours.

Temporary hours are not part of the employee's regular assignment, and therefore, discontinuance of the temporary assignment shall not be the subject of reduction in force requirements of the Education Code.

6.6.6 Promotional Compensation.

A unit member permanently assigned by the Agency to a position compensated at a higher salary range than his/her present range shall be deemed to have been promoted, and shall be placed at a step that corresponds to his preparation, education, and experience for the new position at the appropriate salary range for the position classification to which the unit member has been promoted.

6.6.7 Demotion Compensation.

A unit member permanently assigned by the Agency to a position within the unit compensated at a lower salary range than the previously assigned salary range shall be deemed to have been demoted and shall be placed on the same step in the lower salary range for the position classification assigned. Such unit member shall retain his/her anniversary step placement.

6.6.8 Longevity Increment.

After completion of thirteen (13) years of satisfactory service, the longevity increment shall be 5% based on the employee's current salary step. After completion of twenty (20) years of satisfactory service, the longevity increment shall be 10.5% based on the employee's current salary step. After completion of twenty-five (25) years of satisfactory service, the longevity increment shall be 16.5% based on the employee's current salary step.

6.6.9 Compensation for Required In-service Training.

A unit member directed by the Agency to attend a required service in-service session, as a condition of his/her employment shall be compensated at his/her regular rate, in accordance with the provisions of this CBA.

ARTICLE 10 LEAVES

Section 10.1 General Provisions.

A leave of absence is an authorization of the unit member's absence from duty for a specific period of time and an approved purpose. Unit members returning from paid or unpaid leave must hold all licenses or certificates held at the time the leave began. Unit members on paid leave of absence, unless otherwise provided herein, shall receive wages, fringe benefits, and retirement credit as though they were not on leave. Unit members who go on an unpaid leave during any pay period shall receive fringe benefits for the balance of that pay period. Thereafter, they shall be allowed to remain on continued coverage pursuant to the terms of the insurance plan selected at their own expense, provided they make advance payment of the premium in a manner reasonably required by the Agency. Exception: If an employee is provided group health insurance and has been approved for FMLA leave, the employee shall have the Agency portion of their fringe benefit contribution paid for up to 12 weeks on the same terms as if he or she had continued to work. Procedures in this Article for notification of absence are mandatory. Failure to follow absence notification procedures may result in forfeiture of salary for the day(s) of absence.

On the day the unit member returns to active service, he/she shall complete an employee absence report, and shall submit it to the immediate supervisor.

Unit members shall notify the Agency of their anticipated absence as soon as the need for the leave of absence is known, but in no event less than one hour before the unit member's normal reporting time.

An employee who has sustained a permanent disability as a result of an accident or injury shall, prior to requesting to return to work from leave, provide a complete doctor's evaluation of the employee's present ability to do the tasks outlined in the employee's job description or in a description of the actual day-to-day tasks of the position which has been prepared by the Agency. The Agency shall, in accordance with applicable law, make reasonable accommodation of such disability, and may, where necessary, suspend applicable portions of the Collective Bargaining Agreement in order to meet its obligations of reasonable accommodation. The Association shall be notified in writing prior to suspending any provision of the Agreement for the purpose of accommodating an employee with a disability. The Association has 10 days in which to request a conference/meeting with the Agency to discuss proposed suspension of any portion of the Collective Bargaining Agreement. Any accommodation shall not establish an employment custom or practice. Accordingly, modifications of this Agreement made expressly for that purpose shall not be subject to the grievance procedure."

The term "immediate family", as used in this Article, includes the registered domestic partner of an Agency employee.

Section 10.2 Bereavement Leave.

An Agency employee shall be granted up to three (3) days of paid leave for bereavement purposes upon the death of a member of the employee's immediate family or household (defined at section 10.5A). Two additional days of paid bereavement leave will be given to the unit member when there is a need to travel 250 miles or more on account of the death of any member of the unit member's immediate family. Additional days of absence may be provided under the terms of the personal necessity leave provisions. Bereavement Leave must be taken within 30 days of the death of the member of the employee's immediate family.

Section 10.3 Industrial Accident Illness Leave.

An Agency employee who has sustained an illness or injury within the course and scope of assigned duties shall be granted up to sixty (60) days compensated leave in any one fiscal year for the same illness or accident. This leave shall not be accumulated from year-to-year.

Leave shall commence on the first day the employee is absent from service due to an industrial accident or illness. The sixty (60) day leave allowance shall be reduced by one (1) day for each day of authorized absence regardless of whether a temporary disability indemnity award has been provided the employee. If a leave overlaps into the next fiscal year, the employee shall not be entitled to a new sixty (60) days, but shall be entitled to only the amount of unused leave due for the same illness or injury.

Industrial accident or illness leave is to be used in lieu of sick leave benefits under Section 10.6. When entitlement to industrial accident or illness leave has been exhausted, entitlement to sick leave under Section 10.6 may then be used. If an employee is receiving workers' compensation, he/she may use only so much of his/her accumulated sick leave under Section 10.6 and vacation leave or comp time which, when added to the workers' compensation award, provides a full day's pay.

An employee receiving these benefits shall, during the period of illness or injury, remain within the State of California unless the Board of Directors authorizes travel outside the State.

An employee returning to duty following an industrial illness or accident shall provide the Agency with a physician's written verification of the beginning and ending dates of the period of the disability, description of the exact nature of the disability, which certifies the employee's fitness to return to duty without restrictions.

Section 10.4 Judicial and Official Appearance Leave.

An Agency employee shall be granted paid leave for purposes of regularly called jury duty, appearance under subpoena as a witness in court other than as a litigant, or to respond to an official order from another governmental jurisdiction for the reasons not brought about through the connivance or misconduct of the employee. When called for jury duty, the unit member shall notify the immediate supervisor at once, and shall make an affirmative attempt to schedule jury duty to minimize the disruption to the Agency's operation. The Agency may request the employee to seek deferral or limitation of jury duty when, in the opinion of the Chief Executive Officer, such duty would substantially interfere with the effective operation of the Agency.

The Agency will work with employees called for jury duty to adjust the employee's work schedule so that the combined jury service and work hours shall not exceed eight (8) hours per day. Employees not required to serve a full day of jury service shall complete the remainder of their regular work shift for the day, provided that the combined work hours and jury service do not exceed eight (8) hours.

Section 10.5 Personal Necessity Leave.

Unit members shall be entitled to use up to seven (7) days of paid sick leave in each school year in cases of personal necessity defined below. Unit members may use one (1) of the seven (7) annual days on a confidential basis for a reason set forth in paragraphs A through F below. The unit member shall be required to certify that he/she used the confidential day for a reason specified in subsections A-F, but shall not be required to state, with respect to the confidential day, which of the subsections applies. Personal necessity leave may be utilized by an employee who has sufficient sick leave credit for circumstances which are serious in nature which cannot be expected to be disregarded, and which necessitate immediate attention, and cannot be dealt with during off-duty hours. The employee shall submit a request for personal necessity leave approval on an Agency form to the immediate supervisor not less than five (5) working days prior to the beginning date of the leave. The prior approval requirement shall not apply to leave for purposes set forth in paragraphs A, B, and D.

However, when prior approval is not required, the employee shall make every reasonable effort to comply with Agency procedures designed to secure substitutes, and shall notify the immediate supervisor of the expected duration of the absence. The Agency reserves the right to review each request and to verify such request by any appropriate means.

- A. For purposes of this subsection only, **death** of a member of the immediate family, including registered domestic partners is defined as mother, father, step-parents, husband, wife, son,

daughter, step-children, brother, sister, mother-in-law, father-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, grandmother, grandfather, grandson, granddaughter, aunt, uncle, niece, or nephew of the unit member.

- B. **An accident** involving the person or property of the unit member or of a member of the member's immediate family, including registered domestic partners, as defined above. The accident must be of such an emergency nature that the immediate presence of the unit member is required during the regular workday.
- C. **Appearance in court** as a litigant, or as a witness under order of subpoena.
- D. **Serious or critical illness** of a member of the unit member's immediate family, including registered domestic partners, as defined above, which calls for services of a physician and is verified by the physician's statement. The illness must be of such an emergency nature that the immediate presence of the employee is required during his/her regular work day.
- E. **Financial.** A condition or circumstance which, if unattended, would result in an unconscionable financial loss materially affecting the unit member's ability to maintain reasonable conditions of sustenance for the member and dependents.
- F. **Religious holiday** or observance of the member's faith which cannot be conducted outside of regular working hours.

Use of sick leave days for personal necessity reasons shall not be approved for purposes of personal convenience, participation in work stoppage or slowdown, or sick-out, or the extension of a holiday, weekend, or vacation period, recreational activities, employee organization activities, or other activities which can be taken care of outside of work hours. The unit member shall verify in writing on the Agency form which of the above reasons the leave was utilized for.

Section 10.6 Sick Leave.

A 12-month Agency employee working five (5) days per week shall be annually entitled to twelve (12) compensated days leave of absence for physical and mental disabilities which are medically necessary and caused by illness, injury or quarantine and which renders the employee unable to perform his regular duties. An employee working less than full-time shall be entitled to sick leave in the same ratio that the employment bears to full-time employment. Sick leave shall be made available on an accrual basis. If an employee does not take the full amount of leave allowed in any year under this Section, the amount not taken shall be accumulated from year to year.

With the exception of authorized personal necessity use, sick leave shall be used only for physical or mental disability, which makes it impracticable for the employee to perform his/her regular duties, due to the disability.

The Agency may require a unit member to provide his/her physician's written verification of his/her ability to return to work without restrictions, and of the nature and duration of the illness or disability following an absence of three or more working days. Verification may also be required from a physician selected by the Agency, at Agency expense.

In addition, verification of illness or disability by a physician may be required when: (1) the Agency reasonably believes that a unit member is abusing sick leave privileges or (2) when the Agency reasonably believes that a unit member may be medically unfit to continue to work. In either case, verification shall be in writing, and shall state the employee's ability to return to work without restrictions, and the nature and duration of the illness or disability. If such verification is required from the physician selected by the Agency, it shall be at Agency expense.

Pregnancy-related disabilities shall be treated as any other physical disability. Pregnancy disability leave shall not be utilized in lieu of personal leave for child-rearing.

Section 10.7 Extended Illness Leave

When an Agency employee is absent from duty on account of illness or accident for a period of five months or less, whether or not the absence arises out of employment, the amount deducted for the salary due for any month in which the absence occurs shall not exceed the sum actually paid a substitute employee to fill the position during the absence and shall run concurrently with any available paid leave, commencing on the first day of absence. Payment under this section shall commence at the exhaustion of all other available paid leave. If, at the conclusion of all leaves of absence, the employee is unable to assume the duties of the position, the employee will be placed upon a reemployment list of that classification for 39 months.

Section 10.8 Vacation Leave.

A 12-month Agency employee serving in a full-time status of five (5) days and forty (40) hours a week who is in paid status for more than one-half of the working days each month, shall be credited with one day of vacation credit for each month of service.

An employee serving in a part-time status shall be credited with vacation leave in the same ratio that the part-time employment bears to full-time employment. Vacation leave shall be made available on an accrual basis.

An employee serving in a full-time status of five (5) days and forty (40) hours per week for a full work year shall be credited with 1.25 days of vacation credit per month, at the conclusion of five (5) full contracted years of service.

An employee serving the Agency in a full-time status of five (5) days and forty (40) hours per week for a full work year shall be credited with 1.50 days of vacation credit per month, at the conclusion of ten (10) full contracted years of service.

An employee serving the Agency in a full-time status of five (5) days and forty (40) hours per week for a full work year shall be credited with 1.75 days of vacation credit per month, at the conclusion of fifteen (15) full contracted years of service.

An employee serving the Agency in a part-time status shall be credited with longevity vacation credit in the same ratio that the employment status bears to full-time employment status.

Vacation scheduling shall be required as far in advance as possible, but not less than ten (10) days in advance. Vacation scheduling must receive advance written approval of the immediate supervisor. Vacation will normally be scheduled during student break periods, unless otherwise approved by the immediate supervisor. Any remaining days of vacation shall be scheduled during the school year with the consent of the immediate supervisor, taking into account the schedule and needs of the food services program. Vacation shall be used in the year in which it is accrued. Any exceptions must be approved by the Chief Executive Officer or designee, and may not exceed a total of five (5) days of carryover. All unused vacation time not carried to the following year shall be paid out to the employee.

Probationary employees shall also take vacation during student recess periods; however, if employment is terminated during probation, if any unearned vacation pay has been paid, that amount shall be deducted from the final check.

Section 10.9 Holidays.

Agency employees shall be entitled to holidays designated in the Education Code or designated by the Board of Directors which fall within the individual employee's scheduled work year. Normally, employees

assigned to a school site will be scheduled to observe holidays consistent with the holiday schedule of the district to which that site belongs.

The parties recognize that due to the necessity of serving several school districts which may have different holiday schedules, Agency employees, including central kitchen employees, required to work on a scheduled holiday due to operational necessity shall, in lieu of such holiday, receive a floating holiday which they may schedule with their supervisor's approval, on a date of their choice within the same school year.

Section 10.10 Military Leave

Unit members shall be entitled to military leave as provided by the Education Code and the Military and Veterans Code. Unit members receiving military orders shall provide a copy of the orders to the immediate supervisor upon receipt. Unit members shall attempt to schedule military training periods so as to minimize interference with the member's regular Agency work schedule.

Section 10.11 Child-Rearing Leave

A unit member shall be entitled to an unpaid leave of absence for purposes of child rearing upon the birth or adoption of a child up to a maximum period of three months. A unit member shall provide the Agency with four weeks advance written notice prior to the anticipated date upon which the leave is to commence.

Section 10.12 Unpaid Personal Leave

A unit member may request unpaid personal leave for reasons other than those enumerated in this Article. Such requests shall be made in writing, shall be addressed to the Chief Executive Officer, and shall specify the requested duration and purpose of the leave. Granting of such requests is in the discretion of the Chief Executive Officer, or designee.

Section 10.13 Earned and Unused Sick Leave

In accordance with state law an employee may utilize up to one-half of his or her annual allotment of earned and unused sick leave to attend to the illness of a child, parent, spouse or registered domestic partner, provided that verification of such illness is provided which is satisfactory to the Agency. Such leave shall apply only to annual earned and unused sick leave occurring under Section 10.6 of this CBA, and not to extended illness leave available for the employee only under Section 10.7.

Section 10.14 Catastrophic Leave

A unit member may request use of catastrophic leave in accordance with Agency Board policy. **There shall be an ad-hoc catastrophic leave committee comprised of three Agency representatives and three CSEA representatives. The committee's purpose is to evaluate catastrophic leave requests for approval or denial and determine appropriate amount of hours allocated. The decision of the committee is final and not subject to the grievance article. The committee shall also determine if additional requests for sick leave donations are needed on an on-going basis.**

SALARY GRID 2016/17

EXHIBIT: J

2.5% Increase On Schedule Effective 01/01/2017
(\$10.50 California Minimum Wage Rate Effective 01/01/2017)

		CSEA (CS)	Non-Represented (MG, CN, NE)		1	2	3	4	5	6	7	8	9	RNG	9(+)
SUB					10.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	G001	N/A
106	Nutrition Assistant I Office Assistant				10.60 1,836.94 22,043.28	11.02 1,910.42 22,925.04	11.46 1,986.84 23,842.08	11.92 2,066.31 24,795.72	12.40 2,148.96 25,787.52	12.89 2,234.91 26,818.92	13.15 2,279.62 27,355.44	13.41 2,325.21 27,902.52	13.68 2,371.72 28,460.64	G005	G006
107	Receptionist				11.00 1,906.90 22,882.80	11.44 1,983.17 23,798.04	11.90 2,062.49 24,749.88	12.38 2,145.00 25,740.00	12.87 2,230.80 26,769.60	13.38 2,320.03 27,840.36	13.65 2,366.44 28,397.28	13.93 2,413.76 28,965.12	14.20 2,462.04 29,544.48	G010	G011
108					11.43 1,981.31 23,775.72	11.89 2,060.57 24,726.84	12.36 2,142.99 25,715.88	12.86 2,228.72 26,744.64	13.37 2,317.86 27,814.32	13.91 2,410.57 28,926.84	14.19 2,458.80 29,505.60	14.47 2,507.97 30,095.64	14.76 2,558.13 30,697.56	G050	G051
109	Custodian I Nutrition Assistant II				11.89 2,060.21 24,722.52	12.36 2,142.62 25,711.44	12.86 2,228.32 26,739.84	13.37 2,317.45 27,809.40	13.90 2,410.15 28,921.80	14.46 2,506.56 30,078.72	14.75 2,556.69 30,680.28	15.05 2,607.83 31,293.96	15.35 2,659.98 31,919.76	G100	G101
110	Custodian II Nutrition Assistant III (NA III job description to be established)				12.37 2,143.56 25,722.72	12.86 2,229.30 26,751.60	13.38 2,318.48 27,821.76	13.91 2,411.21 28,934.52	14.47 2,507.66 30,091.92	15.05 2,607.97 31,295.64	15.35 2,660.13 31,921.56	15.65 2,713.34 32,560.08	15.97 2,767.59 33,211.08	G150	G151
111					12.87 2,231.38 26,776.56	13.39 2,320.63 27,847.56	13.92 2,413.47 28,961.64	14.48 2,510.00 30,120.00	15.06 2,610.40 31,324.80	15.66 2,714.80 32,577.60	15.98 2,769.10 33,229.20	16.30 2,824.49 33,893.88	16.62 2,880.98 34,571.76	G175	G176
112	Cash Control Clerk Delivery Driver				13.41 2,323.66 27,883.92	13.94 2,416.61 28,999.32	14.50 2,513.27 30,159.24	15.08 2,613.80 31,365.60	15.68 2,718.35 32,620.20	16.31 2,827.08 33,924.96	16.64 2,883.63 34,603.56	16.97 2,941.30 35,295.60	17.31 3,000.12 36,001.44	G200	G201
113	Site Team Leader I Utility Worker				13.96 2,420.40 29,044.80	14.52 2,517.23 30,206.76	15.10 2,617.91 31,414.92	15.71 2,722.63 32,671.56	16.34 2,831.55 33,978.60	16.99 2,944.79 35,337.48	17.33 3,003.70 36,044.40	17.68 3,063.77 36,765.24	18.03 3,125.04 37,500.48	G250	G251
114	Accounting Clerk Site Team Leader II	Accounting Clerk			14.56 2,523.11 30,277.32	15.14 2,624.04 31,488.48	15.74 2,728.99 32,747.88	16.37 2,838.16 34,057.92	17.03 2,951.68 35,420.16	17.71 3,069.75 36,837.00	18.06 3,131.15 37,573.80	18.43 3,193.78 38,325.36	18.79 3,257.64 39,091.68	G260 B200	G261 B201
115	Production Team Leader				15.18 2,631.76 31,581.12	15.79 2,737.04 32,844.48	16.42 2,846.53 34,158.36	17.08 2,960.38 35,524.56	17.76 3,078.80 36,945.60	18.47 3,201.95 38,423.40	18.84 3,265.99 39,191.88	19.22 3,331.31 39,975.72	19.60 3,397.94 40,775.28	G265	G266
116		Human Resources Assistant Senior Accounting Clerk			15.84 2,746.39 32,956.68	16.48 2,856.23 34,274.76	17.14 2,970.48 35,645.76	17.82 3,089.31 37,071.72	18.54 3,212.88 38,554.56	19.28 3,341.39 40,096.68	19.66 3,408.23 40,898.76	20.06 3,476.38 41,716.56	20.46 3,545.91 42,550.92	G270 B250	G271 B251
117	Warehousing Specialist				16.54 2,866.94 34,403.28	17.20 2,981.63 35,779.56	17.89 3,100.89 37,210.68	18.61 3,224.92 38,699.04	19.35 3,353.92 40,247.04	20.12 3,488.08 41,856.96	20.53 3,557.84 42,694.08	20.94 3,628.99 43,547.88	21.36 3,701.57 44,418.84	G275	G276
118	Maintenance Lead	Purchasing & Inventory Ctrl Coord.			17.28 2,994.95 35,939.40	17.97 3,114.75 37,377.00	18.69 3,239.35 38,872.20	19.44 3,368.91 40,426.92	20.21 3,503.67 42,044.04	21.02 3,643.81 43,725.72	21.44 3,716.69 44,600.28	21.87 3,791.02 45,492.24	22.31 3,866.84 46,402.08	G280 B275	G281 B276

**Santa Clarita Valley School Food Services Agency
Board of Directors**

Meeting Date: January 17, 2017
Submitted By: Dr. Lynnelle Grumbles / Susan Weiss
Subject: Extension of Salary and Benefits to Non-Represented Agency Employees

RECOMMENDATION # 16-17-07/A3

Summary

It is recommended that the Board of Directors approve an extension of contractual changes for represented (CSEA) employees to non-represented Agency employees, including a 2.5% increase in salary compensation, effective January 1, 2017. The updated Salary Grid is attached.

Financial Impact

Cost to the Agency for salaries and benefits is approximately \$14,500.00 for FY2016-17, which is available in the approved budget.

Recommended Action:

Approve item as presented.

SALARY GRID 2016/17

EXHIBIT: K

2.5% Increase On Schedule Effective 01/01/2017
(\$10.50 California Minimum Wage Rate Effective 01/01/2017)

		1	2	3	4	5	6	7	8	9	RNG	9(+1)
CSEA (CS)	Non-Represented (MG, CN, NE)											
119	Payroll Technician	18.05	18.77	19.52	20.31	21.12	21.96	22.40	22.85	23.31	B260	B261
		3,128.90	3,254.07	3,384.23	3,519.60	3,660.38	3,806.80	3,882.94	3,960.59	4,039.81		
		37,546.80	39,048.84	40,610.76	42,235.20	43,924.56	45,681.60	46,595.28	47,527.08	48,477.72		
120	Area Supervisor Food Production Supervisor Operations Supervisor	18.87	19.62	20.41	21.22	22.07	22.95	23.41	23.88	24.36	G450	B451
		3,270.31	3,401.12	3,537.17	3,678.66	3,825.80	3,978.83	4,058.42	4,139.58	4,222.37		
		39,243.72	40,813.44	42,446.04	44,143.92	45,909.60	47,745.96	48,701.04	49,674.96	50,668.44		
121		19.73	20.52	21.34	22.19	23.08	24.00	24.48	24.97	25.47	N/A	N/A
		3,419.16	3,555.93	3,698.15	3,846.08	3,999.93	4,159.92	4,243.12	4,327.99	4,414.55		
		41,029.92	42,671.16	44,377.80	46,152.96	47,999.16	49,919.04	50,917.44	51,935.88	52,974.60		
122	Administrative Assistant Payroll and Human Resource Spec.	20.64	21.46	22.32	23.21	24.14	25.11	25.61	26.12	26.64	S200	S201
		3,576.93	3,720.01	3,868.81	4,023.56	4,184.51	4,351.88	4,438.92	4,527.70	4,618.26		
		42,923.16	44,640.12	46,425.72	48,282.72	50,214.12	52,222.56	53,267.04	54,332.40	55,419.12		
123	Chef Nutrition Specialist (Dietitian)	22.34	23.23	24.16	25.12	26.13	27.18	27.72	28.27	28.84	G500	G501
		3,871.55	4,026.41	4,187.47	4,354.97	4,529.17	4,710.34	4,804.54	4,900.64	4,998.65		
		46,458.60	48,316.92	50,249.64	52,259.64	54,350.04	56,524.08	57,654.48	58,807.68	59,983.80		
124	Executive Assistant to the CEO Network Systems Administrator	24.07	25.03	26.03	27.08	28.16	29.28	29.87	30.47	31.08	S203	S204
		4,172.13	4,339.01	4,512.56	4,693.08	4,880.79	5,076.03	5,177.54	5,281.11	5,386.72		
		50,065.56	52,068.12	54,150.72	56,316.96	58,569.48	60,912.36	62,130.48	63,373.32	64,640.64		
125	Assistant Director, Food Svc. Ops.	25.89	26.93	28.01	29.13	30.29	31.50	32.13	32.77	33.43	A200	A201
		4,487.98	4,667.50	4,854.21	5,048.37	5,250.31	5,460.32	5,569.52	5,680.91	5,794.53		
		53,855.76	56,010.00	58,250.52	60,580.44	63,003.72	65,523.84	66,834.24	68,170.92	69,534.36		
126		27.82	28.93	30.09	31.29	32.54	33.84	34.52	35.21	35.92	N/A	N/A
		4,821.67	5,014.55	5,215.12	5,423.72	5,640.67	5,866.29	5,983.62	6,103.29	6,225.36		
		57,860.04	60,174.60	62,581.44	65,084.64	67,688.04	70,395.48	71,803.44	73,239.48	74,704.32		
127		29.85	31.04	32.28	33.57	34.91	36.31	37.04	37.78	38.53	N/A	N/A
		5,173.19	5,380.11	5,595.33	5,819.14	6,051.90	6,293.97	6,419.86	6,548.25	6,679.22		
		62,078.28	64,561.32	67,143.96	69,829.68	72,622.80	75,527.64	77,038.32	78,579.00	80,150.64		
128		31.99	33.27	34.60	35.99	37.42	38.92	39.70	40.49	41.30	N/A	N/A
		5,545.09	5,766.89	5,997.56	6,237.46	6,486.96	6,746.45	6,881.38	7,019.00	7,159.39		
		66,541.08	69,202.68	71,970.72	74,849.52	77,843.52	80,957.40	82,576.56	84,228.00	85,912.68		
129	Director, Finance & Admin. Director, Food Service Ops.	34.25	35.62	37.05	38.53	40.07	41.68	42.51	43.36	44.23	A400	A401
		5,937.36	6,174.86	6,421.86	6,678.73	6,945.87	7,223.71	7,368.18	7,515.55	7,665.85		
		71,248.32	74,098.32	77,062.32	80,144.76	83,350.44	86,684.52	88,418.16	90,186.60	91,990.20		
130		36.65	38.12	39.64	41.23	42.87	44.59	45.48	46.39	47.32	N/A	N/A
		6,352.56	6,606.67	6,870.93	7,145.77	7,431.60	7,728.86	7,883.44	8,041.10	8,201.93		
		76,230.72	79,280.04	82,451.16	85,749.24	89,179.20	92,746.32	94,601.28	96,493.20	98,423.16		
131		39.16	40.73	42.36	44.05	45.81	47.65	48.60	49.57	50.56	N/A	N/A
		6,788.12	7,059.67	7,342.04	7,635.73	7,941.16	8,258.80	8,423.99	8,592.46	8,764.31		
		81,457.44	84,716.04	88,104.48	91,628.76	95,293.92	99,105.60	101,087.88	103,109.52	105,171.72		

SALARY GRID 2016/17

EXHIBIT: K

2.5% Increase On Schedule Effective 01/01/2017
(\$10.50 California Minimum Wage Rate Effective 01/01/2017)

	CSEA (CS)	Non-Represented (MG, CN, NE)	1	2	3	4	5	6	7	8	9	RNG	9(+1)
132			41.82 7,249.18 86,990.16	43.50 7,539.15 90,469.80	45.23 7,840.72 94,088.64	47.04 8,154.35 97,852.20	48.93 8,480.52 101,766.24	50.88 8,819.75 105,837.00	51.90 8,996.13 107,953.56	52.94 9,176.06 110,112.72	54.00 9,359.59 112,315.08	N/A	N/A
133			44.63 7,735.71 92,828.52	46.41 8,045.14 96,541.68	48.27 8,366.95 100,403.40	50.20 8,701.62 104,419.44	52.21 9,049.68 108,596.16	54.30 9,411.67 112,940.04	55.38 9,599.90 115,198.80	56.49 9,791.91 117,502.92	57.62 9,987.73 119,852.76	N/A	N/A
134			47.58 8,247.71 98,972.52	49.49 8,577.61 102,931.32	51.47 8,920.72 107,048.64	53.52 9,277.55 111,330.60	55.67 9,648.63 115,783.56	57.89 10,034.60 120,415.20	59.05 10,235.29 122,823.48	60.23 10,439.98 125,279.76	61.44 10,648.80 127,785.60	N/A	N/A
135			50.70 8,787.72 105,452.64	52.73 9,139.23 109,670.76	54.84 9,504.79 114,057.48	57.03 9,884.99 118,619.88	59.31 10,280.39 123,364.68	61.68 10,691.60 128,299.20	62.92 10,905.44 130,865.28	64.17 11,123.55 133,482.60	65.46 11,346.01 136,152.12	N/A	N/A
136			53.99 9,358.29 112,299.48	56.15 9,732.63 116,791.56	58.40 10,121.94 121,463.28	60.73 10,526.81 126,321.72	63.16 10,947.89 131,374.68	65.69 11,385.80 136,629.60	67.00 11,613.52 139,362.24	68.34 11,845.79 142,149.48	69.71 12,082.70 144,992.40	A100	A101
137		Chief Executive Officer	57.46 9,959.45 119,513.40	59.76 10,357.83 124,293.96	62.15 10,772.15 129,265.80	64.63 11,203.02 134,436.24	67.22 11,651.14 139,813.68	69.91 12,117.19 145,406.28	71.31 12,359.53 148,314.36	72.73 12,606.72 151,280.64	74.19 12,858.85 154,306.20	A500	A501

Wages calculated as follows: Monthly base rate / 173.333 = hourly rate. Rounding process may affect some step rates +/- by 1 cent.

Longevity

After 13 years: 5% on the current Base Salary -- L2 2
 After 20 years: plus 5.5% (total 10.5% compounded) on the current Base Salary -- L2 3
 After 25 years: plus 6.0% (total 16.5% compounded) on the current Base Salary -- L2 4

Professional Growth

1.5% on the current Base Salary **or** the current Base Salary + Longevity -- IN 2
 2.0% on the current Base Salary **or** the current Base Salary + Longevity -- IN 3
 2.5% on the current Base Salary **or** the current Base Salary + Longevity -- IN 4
 4.0% on the current Base Salary **or** the current Base Salary + Longevity -- IN 5

CBA: CSEA tentative agreement 12/20/16; Board adopted 01/17/17

**Santa Clarita Valley School Food Services Agency
Board of Directors**

Meeting Date: January 17, 2017
Submitted By: Dr. Lynnelle Grumbles
Subject: Board Education Session #2 – Agency Formation and Evolution

RECOMMENDATION # 16-17-07/IN2

Summary

Dr. Grumbles will deliver the second of five Board Education Sessions. This month she will discuss the formation and evolution of the Agency.

Financial Impact

None.

Recommended Action:

For information only.

**Santa Clarita Valley School Food Services Agency
Board of Directors**

Meeting Date: January 17, 2017
Submitted By: Dr. Lynnelle Grumbles / Susan Weiss
Subject: LACOE Review of First Interim Report

RECOMMENDATION # 16-17-07/IN3

Summary

Los Angeles County Office of Education has completed a review of the Agency 2016-17 First Interim Report and concurs with the Agency's positive certification to meet its financial obligations.

Financial Impact

SY2016-17 First Interim report positive certification.

Recommended Action:

For information only.



Los Angeles County Office of Education

Serving Students ■ Supporting Communities ■ Leading Educators

Debra Duardo, M.S.W., Ed.D.
Superintendent

January 5, 2017

Los Angeles County
Board of Education

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Ms. Ronna Wolcott, Board President
Santa Clarita Valley Food Services
25210 Anza Street
Valencia, CA 91355

Dear Ms. Wolcott:

Under Education Code (EC) Section 42131, the Los Angeles County Superintendent of Schools (County Superintendent) has completed a review of the Santa Clarita Valley Food Services (Agency) 2016-17 First Interim Report. Our analysis of the data provided indicates that the Agency should be able to meet its financial obligations for the current and two subsequent years. **We therefore concur with the Agency's positive certification** and offer our comment.

LABOR CONTRACT NEGOTIATIONS

According to the information provided in the Agency's First Interim Report, classified labor contract negotiations for fiscal year 2016-17 remain unsettled and potential changes have not been calculated and incorporated into projected salary and benefit expenditures. This letter is a reminder that, before the Agency's Governing Board takes any action on a proposed collective bargaining agreement, the Agency must meet the public disclosure requirements of Government Code Section 3547.5 and the California Code of Regulations Title V, Section 15449. The document used for this analysis was included in Informational Bulletin No. 4385, dated July 13, 2016, and is titled "2016-17 Forms for Assembly Bill (AB) 1200: Public Disclosure of Proposed Collective Bargaining Agreements." This document can be found at the following website:

<http://www.lacoe.edu/BusinessServices/DocumentsForms.aspx>

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CONCLUSION

Thank you for providing documentation that supports the Agency's positive certification. The multiyear projections, with accompanying narrative and assumptions, were helpful in our analysis of the 2016-17 First Interim Report and in verifying the Agency's fiscal condition.

The information provided reflects the Agency's financial position and assumptions as of October 31, 2016, and further adjustments will be made during the year as additional data becomes available. We hope these comments will be helpful to the Agency administration and board as you plan for the remainder of 2016-17 and develop your projections for 2017-18 and 2018-19. We wish to express our appreciation to the Agency staff for their cooperation during the review of the 2016-17 First Interim Report. If our office can be of further assistance, please call me at (562) 922-6743.

Sincerely,

Andrew Surendranath

Andrew Surendranath
Business Services Consultant
Business Advisory Services

AS

cc: Dr. Lynnelle Grumbles, Chief Executive Officer
Susan Weiss, Director, Finance and Administration
Scott Price Ph.D., Los Angeles County Office of Education (LACOE)
Keith D. Crafton, LACOE
Charles Faulkner, LACOE
Jeff Young, LACOE
Chris Burdy, LACOE
Pat Smith, LACOE
Tracy Minor, LACOE



**Los Angeles County
Office of Education**

**INFORMATIONAL
BULLETIN # 4512**
Rev: 1/4/2017

9300 Imperial Highway, Downey, California 90242-2890 • (562) 922-6111

Debra Duardo, M.S.W., Ed.D., *Superintendent*

January 4, 2017

TO: Business, Payroll, and Personnel Administrators
HRS District Coordinators
Los Angeles County School and Community College Districts
Charter Schools and Other Local Educational Agencies

FROM: April Reynolds, Payroll Systems Coordinator
District Personnel Information Services
Division of School Financial Services

SUBJECT: Year 2017 Federal Mileage Rate – 53.5 Cents

The Internal Revenue Service (IRS) has announced that effective **January 1, 2017**, the standard business mileage reimbursement rate for 2017 is decreasing to **53.5 cents per mile**. This change was made effective with IR-2016-169, which may be found at the website <https://www.irs.gov/uac/Newsroom/2017-Standard-Mileage-Rates-for-Business-Medical-and-Moving-Announced>, and is attached to this bulletin.

Mileage reimbursements incurred on or after January 1, 2017, are eligible for the new rate. The medical and moving mileage rates are also decreasing from 2015 rates to 17 cents per mile.

If a district mileage rate is not greater than the standard IRS rate and if each payment is substantiated by a written employee mileage claim for business use of a personal automobile, the IRS considers each payment as made under an accountable plan and not reportable as taxable compensation on an employee's W-2 statement. However, if the IRS standard rate is exceeded, the excess is taxable compensation and is subject to W-2 reporting, withholding tax, and Social Security and Medicare taxes, if applicable to the employee.

Automobile Allowance/Mileage Allowance-AAL

An automobile or mileage **allowance** is a fixed amount paid to an employee for business use of a personal automobile. Allowances are **not** based on claims for actual miles driven, are **not** reimbursements and are **not** under an accountable plan. As a result, the entire amount of an automobile or mileage allowance is considered taxable compensation by the IRS and is subject to applicable employment taxes (withholding, Social Security and Medicare) and must be fully reported on employee W-2 statements.

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The Human Resource System (HRS) permits use of earnings type AAL. If paid in HRS, AAL allowances are automatically included in employee W-2 statements and applicable taxes are applied to each payment.

Should you have any questions regarding this bulletin, please contact me at (562) 922-6424 or through my e-mail at Reynolds_April@laco.edu.

Approved:
Patricia Smith, Executive Director
Business and Finance

AR:sm
Attachment

SFS-A31-2016-2017

**Santa Clarita Valley School Food Services Agency
Board of Directors**

Meeting Date: January 17, 2017
Submitted By: Ms. Jane Crawford
Subject: Agency Report

INFORMATION #16-17-07/IN5

STAFF

The Agency currently has three (3) NA1 positions open: Stevenson Ranch Elementary School for 3.75 hours, Mitchell Elementary School for 2.75 hours, and Central Kitchen for 5 hours.

OPERATIONS

The Agency kitchens re-opened smoothly after the winter break.

OTHER CONCERNS & IMPORTANT DATES

STEM Student's Participate in Educational Field Trip: On Thursday, January 5, 2017, the Agency was host to Jan Ladd from the American Association of University Women (AAUW) and 11 students, between 8th and 11th grade, currently participating in the STEM (Science, Technology, Engineering and Math) Program. The participants were interested in learning child nutrition meal regulations, as well as the professional career paths and responsibilities of women who have chosen a career in child nutrition.

Professional Standards Training Day: On January 4, 2017, the Agency completed a six (6) hour Professional Standard's Training Day for the following employees: custodial, maintenance, warehouse and delivery drivers.

Annual Information Technology (IT) Luncheon: On January 27, 2017, the Agency will host the annual IT Luncheon. We would like to invite the Agency Board Members and the IT Department Directors from each member school district. The luncheon will begin at 11:30 a.m. in the Agency conference room.

New "Super Snack" Program: On January 30, 2017, the Agency will launch an additional "Super Snack" Program at Wiley Canyon Elementary School. Newhall School District will be offering an afterschool educational program for student's attending Old Orchard, Peachland, and Wiley Canyon Elementary Schools.

The 2017 Annual Kid's Cooking Events: The Agency is pleased to announce the upcoming Kid's Cooking Events. The dates, school sites, and teachers participating are listed below:

School	Date	Teacher	Grade
Rosedell Elementary	2/08/17	Sandra Pilar	4
Mountainview Elementary	2/09/17	Margaret Yates	4
Old Orchard Elementary	2/16/17	Merly Soni	4
Leona Cox Elementary	3/09/17	Christian Abril	4
Castaic Elementary	3/10/17	Jennifer Harris	4

Marketing Schedule: For the month of December we delivered multiple classroom presentations for Pico Canyon Elementary, Helmers Elementary, Canyon Springs Elementary, Valencia Valley Elementary, and Northlake Hills Elementary schools.

“Many Families, One Community” Family Resource Fair: The Agency is scheduled to participate in the Many Families, One Community Family Resource Fair on Saturday, February 25, 2017 from 8:30 am – 2:30 pm. The event will be held at Golden Valley High School, sponsored by Sulphur Springs Union School District and William S. Hart Union High School District. The purpose of the event is to increase the understanding and knowledge of how the districts' families and staff can utilize Community resources.

Special Event Catering Orders: This is a “Friendly Reminder” regarding catering orders. For the Agency to operate our catering services efficiently and purchase food items at the most reasonable cost, we are asking that all orders be placed 10 business days prior to the event.