

PLEASE POST

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**CONEJO VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION**

NOTICE OF PUBLIC HEARING

**Proposed Budget Fiscal Year 2019-2020
May 16, 2019, 5:00 p.m.
Public Hearing**

**Conejo Valley Unified School District
1402 East Janss Road
Thousand Oaks, CA 91362
District Office Board Room**

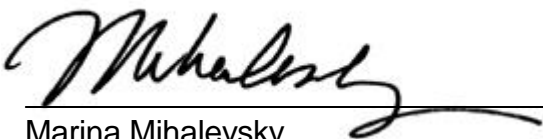
ISSUE:

The adoption of the Personnel Commission budget for the 2018 - 2019 fiscal year.

BACKGROUND:

Education Code section 45253 requires the Personnel Commission to prepare an annual budget for its own office and hold a public hearing. The public hearing shall be held not later than the 30th of May of each year. After the public hearing in May, the adopted budget is submitted to the County Superintendent of Schools for approval.

The Governing Board, District Administration, and the public are invited to attend.



Marina Mihalevsky
Director, Classified Personnel and
Secretary to the Personnel Commission

**ANNUAL FINANCIAL AND BUDGET REPORT
FISCAL YEAR 2019-2020**

			2018-2019 Budgeted Amount <i>(dollars only)</i>	2019-2020 Proposed Budget <i>(dollars only)</i>
2000 CLASSIFIED SALARIES¹				
2300	Administrative Personnel		126,067	128,588
	Commission Members ²		2,000	2,000
2400	Clerical & Other Office		125,200	123,186
2900	Other (limited term relief / proctors)		7,750	7,750
<i>Subtotal</i>			261,017	261,524
3000 EMPLOYEE BENEFITS				
3100	Certificated Employees Retirement		0	0
3200	PERS		45,383	52,117
3300	OASDI & Medicare		19,729	19,736
3400	Health & Welfare Benefits ³		99,846	93,114
3500	SUI		128	127
3600	Worker's Compensation		4,412	3,172
3700	Retirement		0	0
3800	PERS Reduction (<i>PERS Reduction is no longer valid in 2014/15</i>)		0	0
3900	Other Benefits		0	0
<i>Subtotal</i>			169,498	168,266
4000 SUPPLIES				
4300	Other Supplies		0	0
	Literature, Periodicals		0	0
	Office Supplies		250	250
	Examination Purchase		0	0
	Printing & Forms		250	250
	Other		0	0
4400	Non-Capitalized Equipment		8,050	0
<i>Subtotal</i>			8,550	500

¹ Include only those expenditures directly attributable to the activities of the Commission and its employees. For example, salaries of administrators having a line responsibility for all district operations should not be prorated even though some time may be spent working with the Personnel Director.

² Salaries for Commission members should not be included without prior and specific authorization by the Governing Board (*Education Code Section 45250*).

³ Group medical benefits cannot be provided to former Personnel Commission members.

		2018-2019 Budgeted Amount <i>(dollars only)</i>	2019-2020 Proposed Budget <i>(dollars only)</i>
5000	SERVICES & OTHER OPERATING EXPENSES		
5200	Travel & Conference Expense		
	Mileage (Local)	4,020	4,020
	Expense Allowance	1,000	1,000
	Conference	1,500	2,000
5300	Dues & Membership	3,100	3,200
5500	Utilities & Housekeeping Services		
	Electricity	0	0
	Heat	0	0
	Water	0	0
	Other	0	0
5600	Rentals, Leases & Repairs		
	Leasing of Equipment	0	0
	Equipment Maintenance Contracts	0	0
	Other	0	0
5800	Other Services & Operating Expenses		
	Software License (Applicant Tracking)	0	9,400
	Advertising	0	0
	Salary Classification Surveys	0	0
	Physical Examination	0	0
	Fingerprinting	0	0
	Other Recruitment Expense	0	0
	Legal Expenses	3,000	3,000
	Contracted Testing	0	0
	Contracted Personnel Services	0	0
	Other	0	0
5900	Communications		
	Telephone/Fax	0	0
	Postage	200	200
	Other	0	0
Subtotal		12,920	22,820

		2018-2019 Budgeted Amount <i>(dollars only)</i>	2019-2020 Proposed Budget <i>(dollars only)</i>
6000	EQUIPMENT		
6400	New Equipment		
	Office Furniture	0	0
	Office Equipment	1,000	1,000
	Other	0	0
6500	Equipment Replacement	0	0
<i>Subtotal</i>		1,000	1,000

FUND BALANCE			
	Designated for Personnel Commission	452,985	454,110