1. Meeting called to order – 3:38 p.m.

2. ATTENDANCE:
   Committee Members – Marilyn Gallup, Colleen Knerr, Bob Sternshein, Joe Safier
   Staff Members – La Tanya Kirk-Carter, Shemia Moore, Angeli Villaflor
   Board – Howard Goldstein, Mel Spitz

3. PLEDGE OF ALLEGIANCE – Led by Joe Safier

4. APPROVAL OF AGENDA - Approved

5. APPROVAL OF MEETING MINUTES - August 30, 2018 - Approved

6. CONTRACT NEGOTIATIONS
   Beverly Hills Unified School District and bargaining units have agreed to a tentative
   agreement. The agreement provides for a salary schedule increase of 4.72 percent,
   retroactive to July 1, 2018. The agreements also provide for an increase to the 2019-
   20 salary schedules of 4.82 percent, a one-time 2019-20 off-schedule payment of
   0.54 percent and an increase to the 2020-21 salary schedule of 4.92 percent. In
   addition, the employer paid Health & Welfare benefits cap is increased for 2018-19
   by $1,250 for a total of $9,750. The cap also increases for fiscal years 20 19-20 and
   2020-21, by $500 in each year. The raises given in the current tentative agreement
   cannot be achieved without budget reductions in the following year.

   The Los Angeles County Office of Education is expecting reductions that will include
   $2.6 million of certificated staff reductions in 2019-20 in order to maintain the
   minimum required reserves levels.

7. ORGANIZATION CHART
   The committee was provided with organization charts from school districts similar
   in size and/or location to Beverly Hills Unified. There is a concern that there may
   not be enough senior employees to assist with managing the district.

8. ENROLLMENT NUMBERS
   Enrollment numbers were provided as of Census Day on October 3, 2018.
9. PTA/BHEF INVOICING AND COLLECTION PROCEDURES
   • Angeli Villaflor will review the PTA/BHEF procedures.
   • The committee would like to invite the PTA/BHEF President to discuss their processes.
   • What are the guidelines for using PTA accounts?
   • The Accountant/Budget Coordinator invoices the PTA/BHEF on a monthly basis.
   • Accounting needs to receive pre-approval from the PTA/BHEF before anything is processed.
   • The committee would like for accounting to bring in receivables and any backup for the PTA so they can be viewed as aging.
   • The committee recommends that a procedure manual be created and given to PTA members and new officers.
   • While BHEF pays for the payroll for some employees, these payments do not contribute to the benefits for those same employees.

10. HUMAN RESOURCES HIRING PROCESS
    Hold for next meeting

11. PUBLIC COMMENT

12. OTHER ITEMS

    CALSTRS Audit
    • The District has been selected for a CALSTRS Audit. The meeting is scheduled for November 5, 2018. The District is very vulnerable in the areas of coaching stipends and the R-Factors. The District has asked LACOE to attend the meeting.

13. FUTURE ITEMS FOR DISCUSSION

    ➢ SPECIAL EDUCATION
    ➢ HUMAN RESOURCES

14. ADJOURNMENT – 5:31