PARCEL TAX OVERSIGHT COMMITTEE (PTOC) MEETING MINUTES
MONDAY, December 3, 2018

I. Call to order and roll call (action)
PTOC members present: Maren Sederquist, Dona Martin, Jennifer Maddox, Darlene Marshall, Fabian Castañeda, Christopher Russell
PTOC members absent: Chazzerrina Pono, Catherine Graham, Marcus Smith
PTOC members who have resigned: Maryann Allison, Lonna Smith
Others present: Ben Spielberg, Katie Chang, Kimberly Meek, J. Dominic Bejarano

II. Adoption of agenda (action)
A motion to adopt the agenda was made by Russell, seconded by Maddox, and approved unanimously.

III. Welcome and introductions (information)

IV. Public comment (information)
There was no public comment.

V. Adoption of minutes from October 8, 2018 meeting (action).
Edit minutes to indicate that Maryann Allison was not present and no longer serves on PTOC. A motion to adopt the amended minutes was made by Martin, seconded by Castañeda, and approved unanimously.

VI. Details of the 2018-2019 fiscal year parcel tax expense plan (information)
An update on the four areas budgeted for 2018-2019 fiscal year were made.

1. For support of core academics ($25/student), the school has discretion on how funds are spent but spending must be limited to reading, writing, math, arts, and sciences. As of December 3, $44,402.84 has been spent and $100,718.07 is remaining. Spending may be slowed because this is the first school year the monies have been available and administrators may not have been aware and planned for this additional money. Some schools are choosing to go through the school site council, which may also slow down spend.

2. For retention bonuses, the total budgeted amount is $3.58M. $1.79M was distributed to employees in November, with $415 for full-time employees, excluding both District office administrators and employees not meeting the performance standard. The second installment will be awarded in March.

3. For keeping media centers open bell to bell, money continues to be set aside while the District works on reaching agreement with the classified employees union. Instituting this will result in changes in work descriptions, hours, and potentially work locations for some employees. For example, in some cases, the library media assistant and textbook positions will be rolled into one.

4. For funds allocated to attracting high-performing teachers and educational staff ($100,718.07), the District has hired a community engagement manager, Ben Spielberg.

VII. Discussion of PTOC bylaws (information)
Sederquist, Marshall, Maddox, and Martin volunteered to be on the subcommittee for PTOC bylaws.
Subcommittee set Thursday, 12/6/2019, for subcommittee meeting to review bylaws.

VIII. Agenda items for future meetings (March 4, May 20) (information)
An update on spending will be made on March 4.
The entire committee will review draft PTOC bylaws created by the subcommittee.

IX. Adjournment (action).
A motion to adjourn was made by Sederquist, seconded by Marshall, and approved unanimously.