

SONOMA COUNTY OFFICE OF EDUCATION

Business and Personnel Services Standing Committee

Regular Meeting Agenda - Amended

April 14, 2016, 2:00 p.m.

Business Services Conference Room

Standing Committee Members: Herman Hernandez, and Lisa Wittke Schaffner; **Staff:** Jim Cerreta, Mary Downey, Michael Juric, and Patti Springer

1. Call to Order
2. Approval of the April 14, 2016 Meeting Agenda
3. Approval of the March 8, 2016 Regular Meeting Minutes
4. Public Comment – Any person may address the Committee regarding item(s) to be considered
5. Action and/or Consent Items for Recommendation to the Board
 - a) Request Board approval of the 2015-16 fiscal year budget revisions between \$25,000 and \$99,999 from March 8, 2016 through April 4, 2016; and any listed budget revisions greater than \$100,000 – Downey
 - b) Request Board approval of the Transfer of Personal Property-Equipment to Districts – Downey
 - c) Request Board approval of the third quarter list of personal property scheduled for disposal worth less than \$25K – Silvestrini
6. Discussion and/or Action Items
 - a) Review Superintendent’s Salary Request - Juric
7. Information/Discussion Items
 - a) Review list of third quarter (January 2016 – March 2016) purchase orders over \$25K – Downey
 - b) Review second quarter (October 2015 – December 2015) Board budget summary and Board expenditures – Downey
 - c) Review third quarter (January 2016 – March 2016) Board budget summary and Board expenditures - Downey
8. New/Pending Business
 - a) New/Old Business
 - b) Facilities – FUMP Committee Update - Cerreta
 - c) Audit Committee – The Audit Committee will meet with the auditors on September 13, 2016 at 1:00 p.m.
 - d) Additional Items from the Committee
9. Next Meeting – The next meeting is scheduled for Tuesday, May 10, 2016, at 2:00 p.m. in the Business Services Conference Room.

Future Meetings 2016 – All future meetings are scheduled for the second Tuesday of each month at 2:00 p.m. in the Business Services Conference Room, unless otherwise noted.

May 10, June 14, July 12, August 9, September 13, October 11, November 8, and December 13

10. Adjournment