



**PUBLIC REQUEST TO ADDRESS
THE BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES, CALIFORNIA**

MEMBERS OF THE BOARD

HILDA L. SOLIS
HOLLY J. MITCHELL
LINDSEY P. HORVATH
JANICE HAHN
KATHRYN BARGER

Correspondence Received

			The following individuals submitted comments on agenda item:	
Agenda #	Relate To	Position	Name	Comments
59.		Favor	Allison Borgeson	
		Oppose	Monisha Parker	<p>To explain the revenue and expenditures for the Burbank Unified School District (BUSD) for the budgets of 2025-2026 and 2026-2027, you can follow a structured approach. Here's a breakdown of how to present this information clearly:</p> <p>1. Introduction Begin with a brief overview of the Burbank Unified School District, mentioning its mission, student population, and significance in the community. Explain the importance of budgeting in maintaining and enhancing educational quality.</p> <p>2. Overview of Budgeting Process Briefly describe the budgeting process, including how the district collects data, sets priorities, involves stakeholders, and establishes the budget for each fiscal year.</p> <p>3. Revenue Sources State Funding: Discuss how the state's funding formula affects BUSD. Explain the Local Control Funding Formula (LCFF) and how it allocates funds based on enrollment figures and demographic factors. Local Property Taxes: Provide information on property taxes as a significant revenue source (especially in California) and any measures affecting tax revenue. Federal Funding: Mention federal grants and programs that contribute to the budget, including Title I funds for low-income students. Other Revenue: Include income from grants, donations, cafeteria sales, and other miscellaneous sources.</p> <p>4. Expenditures Personnel Costs: Detail how much of the budget is allocated to salaries and benefits for teachers, administrators, and support staff. Highlight any anticipated changes in staffing levels. Instructional Materials and Programs: Discuss funding for curriculum materials, technology, and extracurricular programs that enhance student learning. Facilities and Maintenance: Explain expenditure on school facilities, upkeep, and improvement projects, including any bond measures that might be in effect. Special Education: Outline the budget for special education services and the importance of supporting students with disabilities. Administrative Costs: Provide insight into administrative expenses, ensuring a balance between operational needs and classroom funding.</p>

As of: 5/6/2025 1:00:10 PM



PUBLIC REQUEST TO ADDRESS THE BOARD OF SUPERVISORS COUNTY OF LOS ANGELES, CALIFORNIA

MEMBERS OF THE BOARD

HILDA L. SOLIS
HOLLY J. MITCHELL
LINDSEY P. HORVATH
JANICE HAHN
KATHRYN BARGER

Correspondence Received

5. Projected Changes and Trends

Projected changes in revenue (e.g., increases in state funding, changes in enrollment).

Expected trends in expenditures (e.g., rising personnel costs due to contract negotiations, inflation, or initiatives aimed at improving facilities or technology).

6. Budget Challenges and Considerations

Highlight any known challenges, such as potential decreases in state funding, unexpected expenses, or economic conditions impacting tax revenues.

Discuss how BUSD plans to manage these challenges, such as prioritizing spending or seeking additional funding sources.

7. Community Engagement

Explain how the district engages the community in the budgeting process through public meetings, surveys, and consultation with stakeholder groups.

8. Conclusion

Summarize the anticipated impacts of the 2025-2026 and 2026-2027 budgets on students, teachers, and the overall educational experience.

Reinforce the district's commitment to transparency and fiscal responsibility in managing public funds.

9. Q&A Session

Allow time for questions or discussions to clarify any specific concerns or details regarding the budget.

Presentation Tips

Use clear visuals, such as charts or graphs, to illustrate revenue sources and expenditures.

Provide handouts or summaries for the audience to refer to.

Ensure the language used is accessible to all stakeholders, regardless of their familiarity with budgeting processes.

By following this structure, you'll effectively communicate the details and rationale behind the BUSD's budgets for the specified fiscal years, facilitating better understanding and engagement from the community.

Strengthening the Burbank Unified School District while reducing expenditures in key areas like personnel costs, instructional materials and programs, facilities and maintenance, special education, and administrative costs requires a strategic approach that balances efficiency, effectiveness, and educational quality. Here are some suggestions for each category:

1. Personnel Costs

Optimize Staff Allocation: Conduct an analysis to ensure staff is allocated effectively based on student needs and enrollment levels. Consider utilizing data to identify underutilized positions and reassign responsibilities



PUBLIC REQUEST TO ADDRESS THE BOARD OF SUPERVISORS COUNTY OF LOS ANGELES, CALIFORNIA

MEMBERS OF THE BOARD

HILDA L. SOLIS
HOLLY J. MITCHELL
LINDSEY P. HORVATH
JANICE HAHN
KATHRYN BARGER

Correspondence Received

accordingly.
Implement Hybrid or Remote Work Options: For administrative roles, consider remote work arrangements to reduce overhead costs related to facility utilization and maintenance.
Offer Voluntary Separation Programs: Provide incentives for staff nearing retirement to leave, thereby reducing costs associated with higher salaries.
Professional Development: Invest in training programs that equip existing staff with multiple skills, allowing for more flexible use of personnel in different roles.

2. Instructional Materials and Programs
Adopt Open Educational Resources (OER): Utilize free or low-cost educational resources to reduce the costs associated with traditional textbooks and instructional materials.
Bulk Purchasing Agreements: Collaborate with other districts to negotiate bulk purchasing agreements for instructional materials to benefit from volume discounts.
Digital Transition: Move towards digital materials where appropriate to minimize costs associated with printing and shipping physical materials.
Curriculum Review: Regularly evaluate the effectiveness of current programs and materials to ensure investment in those that truly enhance student learning.

3. Facilities and Maintenance
Energy Efficiency Improvements: Invest in energy-efficient upgrades (LED lighting, HVAC systems) that lower utility costs in the long run.
Utilize Shared Facilities: Explore community partnerships that allow shared use of facilities, reducing maintenance costs and generating revenue.
Preventive Maintenance Strategy: Implement a robust preventive maintenance plan to avoid costly repairs and prolong the life of facilities.
Grant Opportunities: Seek grants aimed at improving facilities and infrastructure, which can alleviate budget constraints.

4. Special Education
In-house Programs: Enhance in-district special education resources to reduce reliance on external placements, which can be significantly more expensive.
Cross-trained Staff: Train general education teachers to support special education students, which can lessen the need for additional specialists.
Collaborative Services: Partner with local agencies to share resources and services for special education that can provide comprehensive support at a reduced cost.
Individual Education Plans (IEPs) Review: Regularly review and adjust IEPs to ensure they are aligning with necessary services without excess.

5. Administrative Costs
Streamline Processes: Use technology to automate administrative tasks (e.g., billing, attendance tracking) and reduce the need for extensive clerical staff.
Reevaluate Staffing Structures: Conduct an organizational review to identify redundancies and streamline administrative structures.

				<p>Shared Services: Collaborate with neighboring districts to share administrative services, such as HR or finance, to reduce overhead costs. Data-Driven Decision Making: Use data analytics to identify and eliminate unnecessary administrative costs while improving service delivery.</p> <p>Additional Strategies Community Engagement: Involve parents and community stakeholders in discussions about budget priorities and cost-saving initiatives. Fundraising and Grants: Increase efforts to secure grants and involve local businesses and community members in fundraising activities that can supplement budget constraints. Regular Budget Reviews: Establish a routine for reviewing budgets and exploring new ideas for cost savings and efficiency across all areas of the district.</p> <p>By addressing these areas with strategic initiatives, the Burbank Unified School District can strengthen its programs while effectively managing expenditures and ensuring</p>
		Other	Marisal Dobbins	Distribute tax funds by need, not by district!
		Item Total	3	
Grand Total			3	