

**Final Minutes**  
**Budget Resource and Development Subcommittee**  
**February 14, 2024 1:30 p.m. to 3:00 p.m.**

**In attendance:** Brett Bell (Co-Chair); Channing Booth (Co-Chair); Rebecca Bowers-Gentry; Kandice Brandt; Michael Brown; Dawn Diskin; Adrian Gonzales; Matthew Jewett (Mary Kjartanson, Proxy); Pablo Martin; Michael Odu (Linda Woods, Proxy); Roger Olson (Sanmur, Proxy); Carlos Pelayo, Donna Sanmur; Amman Shaghel

**Vacancies:** None

**Absent:** Denise Kapitzke; Sindhu Narasimha

**Guests:** Gene Choe; Carol Sampaga

**Call to Order:** 1:30 p.m. with quorum of nine

**Approval of Agenda**

- Motion to approve the Agenda for February 14, 2024 meeting. MSC Booth; Pelayo, approved.

**Approval of Minutes**

- Motion to approve the Minutes of October 25, 2023 meeting. MSC Kjartanson; Bowers-Gentry, approved.

**Committee Reports/Other**

- None

**Old Business**

**1. Nuventive Resource Requests and Timeline**

Bell recognized the efforts of Patti Manley who fixed the input data in Nuventive to insure the accuracy of the output data. Bell shared how the document was sorted to prepare for the RFF rankings. There will be four ranking columns represented in the final RFF rankings document; School, Technology, BRDS Member and lastly, the BRDS Committee. The files will be shared with the ranking groups via Teams channels. A summary file will be generated and presented to the BRDS Committee to facilitate ranking order based on the available funding sources.

Request for funding timeline:

- 2/15/24 – Worksheets shared to schools and technology committee via Teams
- 2/28/24 – RFF school ranks with quotes due to Bell
- 3/11/24 – Rankings due from the BRDS committee members
- 3/13/24 – Committee ranking at BRDS meeting

**2. RFF Budget**

Total funding available for allocation is approximately \$288,000.

- \$42,000 – Can be used for any type of purchase
- \$221,000 – Instructional supplies only
- \$24,900 – PPIS used for any type of purchase

## **New Business**

### **1. 24-25 Budget Update**

Bell shared information about the 2024-2025 budget. The preliminary budget expectations are presented to the Board during January and February. The State of California is anticipating a budget deficit of \$291.5 billion. Planning and realignment of tentative budgets occurs school-wide to prepare the tentative budget to be presented to the Board in June. After final adjustments, the adopted budget is presented to the Board of Trustees in September and will become Miramar's permanent budget for the year.

The district-wide Student-Centered Funding Formula (SCFF) performance targets for the 2024-2025 school year (calculated based on the prior three-year average) will determine our floor funding level when Hold Harmless ends in 2025-2026. Overall, the campuses are doing better at meeting the established success metrics of the SCFF. The committee discussed the various success metrics and how to boost enrollment and increase success goals at Miramar. Bell will have a follow-up budget update at the April 24<sup>th</sup> BRDS meeting.

### **2. COVID-19 Recovery Block Grant Update**

Bell reviewed the approved campus-wide allocations of the COVID Block Grant. Overall, spending is at 10-15% of the total allocated. The funds identified by the schools that won't be spent will be re-distributed in the next month, via another round of funding requests. The COVID Block Grant has very specific criteria for spending, and there is currently no identified expiration date to spend. The direction on how to spend the COVID Block Grant will be an administrative decision based on the requests for funding submitted. The itemized list of those requests which were funded was shared in Fall 2023. Bell recommends more discussions at the faculty, department chair and dean levels to better understand how and why funding decisions are made.

**Announcements:** None

**Adjourned 2:48 p.m. Next meeting scheduled for March 13, 2024 at 1:30 p.m. in L-108.**

