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# Memo

**To** Board of Education

**From** Kyla Johnson-Trammell, Superintendent  
Luz Cazares, Interim CFO (Consultant)

**Board Meeting Date** February 5, 2020

**Subject** Budget Prioritization Process Discussion

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**Action** To present a proposed process for how the Board of Education should use the February 12, 2020 and February 26, 2020 Board meetings in order to reach a final decision with respect to Budget priorities and reductions to ensure the District is fiscally solvent for 2020-21 and maintains its 3% reserve.

**Background** The Board of Education is scheduled to hold two regular meetings in February, 2020: February 12 and February 26. The current timeline for Budget prioritization includes a final decision by the Board at the February 26 meeting.

**Discussion** This special meeting presents the Board with the opportunity to discuss how it wants to use the February 12, 2020 and February 26, 2020 Board meetings in order to reach a final decision with respect to Budget priorities and reductions to ensure the District is fiscally solvent for 2020-21 and maintains its 3% reserve. The proposed use of these two meetings is contained in the attached presentation that will be shared at the meeting. This special meeting is not intended to involve a substantive discussion of any proposed reductions.

**Fiscal Impact** N/A

**Attachment** Presentation