



## Board of Directors Meeting

### AGENDA

April 17, Board Meeting Dinner  
Time: 6:30 PM

Location:  
**HYATT REGENCY SACRAMENTO**  
1209 L Street, Sacramento, CA 95814, USA  
Hyatt Regency Sacramento

Join Zoom Meeting  
<https://us02web.zoom.us/j/9124257384>  
Meeting ID: 912 425 7384

April 18, Legislative Action Day  
Time: 8:30 AM

Location:  
Capitol Advisors Group, LLC  
925 L Street, Suite 1200, Sacramento, CA 95814

Call to Order  
Roll Call

Approval of Agenda

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## **PUBLIC COMMENTS**

Members of the public are welcome to address the board of directors on any item listed on the agenda or any other item of specific concern. Speakers are requested to limit their comments to four minutes unless the time is waived by a majority of the board members present. If a member of the public requests a response from the board, the chair of the board may ask the executive director to respond to them personally after the meeting or in writing or may direct the executive director to provide the board with additional information on a future agenda.

## **BOARD OF DIRECTOR MEMBER REPORTS**

Members of the board of directors may make reports and communicate information to the entire board, staff, and public.

## **INFORMATIONAL REPORTS AND PRESENTATIONS**

The staff and invited guests may present informational reports and presentations requiring no action by the board of directors on this agenda.

### **1. Activity Reports**

The Executive Director and Assistant Executive Director provide reports of their activities since the last Board Meeting.

#### Recommendation

Receive for information and comment.

### **2. Membership Report**

The Executive Director provide a current Membership Report

#### Recommendation

Receive for information and comment.

### **3. Financial Reports**

The Board is provided with the 2023 Financial Reports to date.

#### Recommendation

Receive for information and comment.

**4. Professional Development, Special Projects, and Services Report**

The Board is provided with a report of Professional Development Report from Louise Taylor and SEAC Independent Contractors

Recommendation

Receive for information and comment.

**5. Opening on the Board of Directors**

The Board will provide guidance to the Executive Director on filling an unexpired term on the Board of Directors.

Recommendation

Receive for information and comment.

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**6. Approval of Annual Audit**

The By-laws and California law require an annual audit of the JPA’s finances.

Recommendation

Receive for information and comment.

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**7. Approval of the Legislative Update and Agenda for Legislative Action Day**

The Board will consider the recommendations for SEAC to take positions and discuss and approve the agenda for Tuesdays Leg. Action Day

Recommendation

Receive for information and comment.

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**8. Consent Agenda and Routine Items of Business**

All items below are considered by the Board of Directors to be routine and can be approved by one action. There will be no discussion of these items prior to board action unless members of the board, staff, or public request specific items to be removed from the Consent Calendar for discussion and individual action.

**8A Minutes of December 3, 2022 Board Meeting**

**8 B Next Board Meeting Date and Locations**

Friday June 23<sup>rd</sup> 8:30 am on Zoom

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Recommendation

Receive for information and comment.

**9. Adjournment**

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# School Employers Association of California

BR-1

**To:** Board of Directors  
**From:** John Roach  
**Subject:** Activity Reports  
**Date:** April 17, 2023

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## Background Information:

The Executive Director and the Assistant Executive Director provide an activity report at each board meeting. report covers the period June 24, 2022 through September 30, 2022.

## **From the Executive Director**

Since the Board meeting in December SEAC has remained busy.

I work remotely from home. I communicate by text and telephone with Arline Breslin who serves as Administrative Assistant. Arline handles the bookkeeping in QuickBooks. She supports Louise and the consultants as needed. Her work in QuickBooks tells me what bills to pay and when. I stop by the UPS store where our mailbox is located to pick up checks and correspondence. Most of our banking is done online, though when checks exceed the daily limit for online deposit, I visit the local Wells Fargo.

You will read in Louise's report how her work in training, at the table and in the SDNCP is proceeding.

Debby, Walt, and Jenn will fill you in on their activities as well.

Marc Lowenthal has always maintained that he is working himself out of a job. He has guided so many Districts to the right place for them in Health benefits that he is down to just one client at the moment.

Evergreen Elementary School is on Spring break this week and Michael Watenpaugh has been incommunicado due to travel. He is continuing to provide services to the Superintendent and the HR department.

Roger has had a busy year doing classification and compensation studies and mentoring.

Sheri continues to do solid work in Ocean View.

Brett McFadden reviews our bank reconciliations each month. I am pleased to read his notes that agree with our work.

I have coordinated a couple of Zoom sessions for our members. The first shared some work done in Australia on Resiliency. The second featured Caitlin and Barrett on Advocacy and an intro to Strengths Based Mentoring by Gabe Soumakian. That will turn into an offering of a workshop and possible mentoring. The next on the 27<sup>th</sup> will be a follow up by Barrett and Caitlin on specific actions for member advocacy and a demo of reading materials that Marc Lowenthal connected us with.

The transition from working from an office to remote work will be complete when we make our final payment on the lease this summer. The transition from QuickBooks desktop to QuickBooks online should have been completed with the assistance we received from the auditors during the annual audit.

Our membership is languishing around 140. We need to grow more steadily.

Our cashflow relies on dues and training fees and is not evenly distributed throughout the year. We need to add a couple more review producing activities that are in line with our mission. I look forward to hearing ideas from the members of the Board.

## **From the Assistant Executive Director**

### **December**

#### General Activity

- 2022-23 Negotiators Certification Program
- Negotiators Certification Program Simulation Preparations - Coaches; Team Development
- School district negotiations facilitation (Interest-Based Bargaining - IBB)

December 2: SEAC Board Meeting  
December 7: Simulation Coach/Lead Preparation Meeting  
December 9: Certification Program A Session 4 - Traditional Bargaining Simulation  
December 15: Facilitation of Negotiations, Victor Elementary School District (IBB)

### **January**

#### General Activity

- 2022-23 Negotiators Certification Program
- Preparations for Azusa USD Board of Education IBB Workshop
- School district negotiations facilitation (Interest-Based Bargaining - IBB)

January 12: Facilitation of Negotiations, Victor Elementary School District (IBB)  
January 13: Negotiators Certification Program A Session 5  
January 18: Facilitation of Negotiations, Fontana Unified School District (IBB)

- January 23: Presenter Preparation Zoom for Certification Program
- January 24: IBB Workshop for Azusa USD Board of Education (with Dr. Debby Collins)
- January 25: Facilitation of Negotiations, Fontana Unified School District (IBB)
- January 30: Presenter Preparation Zoom for Certification Program
- January 31: Facilitation of Negotiations, Victor Elementary School District (IBB)

**February**

General Activity

- 2022-23 Negotiators Certification Program & preparations for April Graduation
- 2023-24 Negotiators Certification Program Planning
- School district negotiations facilitation (Interest-Based Bargaining - IBB)

- February 2: Presenter Preparation Zoom for Certification Program
- February 2-3: Negotiators Certification Program B Session 4
- February 7: Zoom conference with San Juan Union SD re: SEAC & Cert Program
- February 8: Facilitation of Negotiations, Fontana Unified School District (IBB)
- February 16: Facilitation of Negotiations, Victor Elementary School District (IBB)
- February 20: Presenter Preparation Zoom for Certification Program
- February 22: Facilitation of Negotiations, Fontana Unified School District (IBB)
- February 24: Negotiators Certification Program A Session 6

**March**

General Activity

- 2022-23 Negotiators Certification Program & preparations for April Graduation
- 2023-24 Negotiators Certification Program Planning
- School district negotiations facilitation (Interest-Based Bargaining - IBB)

- March 2-3: Negotiators Certification Program B Session 5
- March 6: Presenter Preparation Zoom for Certification Program
- March 9: Facilitation of Negotiations, Victor Elementary School District (IBB)
- March 10: Negotiators Certification Program A Session 7
- March 15: Facilitation of Negotiations, Fontana Unified School District (IBB)
- March 17: Negotiators Certification Program A Session 8

**April**

General Activity

- 2022-23 Negotiators Certification Program & preparations for April Graduation
- 2-23-24 Negotiators Certification Program Planning
- School district negotiations facilitation (Interest-Based Bargaining - IBB)

- April 3: Simulation Coach/Lead Preparation Meeting
- April 5: Facilitation of Negotiations, Victor Elementary School District (IBB)
- April 17-18: SEAC Board Meeting & Lobby Day

Recommendation

Receive for information and comment.



# School Employers Association of California

BR-2

**To:** Board of Directors  
**From:** John Roach  
**Subject:** 2022-2023 Membership Report  
**Date:** April 17, 2023

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## Background Information:

The Membership Report is updated as districts submit dues payments. This report was last updated on April 11, 2023.

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## Member Districts - April 11, 2023 - 137 Members

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|  |   |   |
|--|---|---|
| <a href="#">ABC Unified School District</a>              | <a href="#">Guadalupe Union</a>                           | <a href="#">Paramount USD</a>                               |
| <a href="#">Acton-Agua Dulce Unified School District</a> | <a href="#">Hawthorne SD</a>                              | <a href="#">Planada ESD</a>                                 |
| <a href="#">Alum Rock Union School District</a>          | <a href="#">Hilmar USD</a>                                | <a href="#">Redondo Beach USD</a>                           |
| <a href="#">Antelope Valley UHSD</a>                     | <a href="#">Keppel Union SD</a>                           | <a href="#">Richfield ESD</a>                               |
| <a href="#">Apple Valley USD</a>                         | <a href="#">Kernville USD</a>                             | <a href="#">Ripon USD</a>                                   |
| <a href="#">Arcadia USD</a>                              | <a href="#">Kings County Office of Education</a>          | <a href="#">Riverside COE</a>                               |
| <a href="#">Armona Union ESD</a>                         | <a href="#">Lake COE</a>                                  | <a href="#">Rowland Unified School District</a>             |
| <a href="#">Atwater Elementary School District</a>       | <a href="#">Lakeside Joint School District</a>            | <a href="#">Sacramento City USD</a>                         |
| <a href="#">Azusa USD</a>                                | <a href="#">Lancaster SD</a>                              | <a href="#">Saddleback Valley USD</a>                       |
| <a href="#">Baker Valley Unified School District</a>     | <a href="#">Lawndale SD</a>                               | <a href="#">Salinas City School District</a>                |
| <a href="#">Baldwin Park USD</a>                         | <a href="#">Le Grand Union HSD</a>                        | <a href="#">San Bernadino Community College District</a>    |
| <a href="#">Barstow Unified School District</a>          | <a href="#">Loma Prieta Joint Union School District</a>   | <a href="#">San Dieguito Union High School District</a>     |
| <a href="#">Bellflower USD</a>                           | <a href="#">Los Altos School District</a>                 | <a href="#">San Joaquin County Office of Education</a>      |
| <a href="#">Berryessa Union School District</a>          | <a href="#">Los Gatos Union School District</a>           | <a href="#">San Jose Unified School District</a>            |
| <a href="#">Burbank USD</a>                              | <a href="#">Los Gatos-Saratoga Union High School Dist</a> | <a href="#">San Lucas Union School District</a>             |
| <a href="#">Butte COE</a>                                | <a href="#">Luther Burbank</a>                            | <a href="#">San Marino USD</a>                              |
| <a href="#">Calaveras USD</a>                            | <a href="#">Lynwood USD</a>                               | <a href="#">San Rafael City School</a>                      |
| <a href="#">Cambrian School District</a>                 | <a href="#">Madera Superintendent of Schools</a>          | <a href="#">Santa Clara COE</a>                             |
| <a href="#">Campbell Union High School District</a>      | <a href="#">Marysville Joint Unified School District</a>  | <a href="#">Santa Clara Unified School District</a>         |
| <a href="#">Campbell Union School District</a>           | <a href="#">McFarland USD</a>                             | <a href="#">Santa Clarita Valley School Food Services</a>   |
| <a href="#">Castaic Union School District</a>            | <a href="#">Mendota Unified School District</a>           | <a href="#">Santa Monica-Malibu Unified School District</a> |
| <a href="#">Centinela Valley Union High School</a>       | <a href="#">Merced City School District</a>               | <a href="#">Saratoga Union School District</a>              |
| <a href="#">Coalinga-Huron USD</a>                       | <a href="#">Milpitas Unified School District</a>          | <a href="#">Saugus Union SD</a>                             |
| <a href="#">Compton USD</a>                              | <a href="#">Monterey COE</a>                              | <a href="#">Selma Unified School District</a>               |
| <a href="#">Corona-Norco USD</a>                         | <a href="#">Monterey Peninsula USD</a>                    | <a href="#">Simi Valley USD</a>                             |
| <a href="#">Culver City Unified School District</a>      | <a href="#">Moreland School District</a>                  | <a href="#">South Pasadena USD</a>                          |
| <a href="#">Cupertino Union School District</a>          | <a href="#">Morgan Hill Unified School District</a>       | <a href="#">South Whittier SD</a>                           |
| <a href="#">Del Norte COE</a>                            | <a href="#">Mount Diablo Unified School District</a>      | <a href="#">Sulphur Springs SD</a>                          |
| <a href="#">Dos Palos Oro Loma JUSD</a>                  | <a href="#">Mount Pleasant Elementary School District</a> | <a href="#">Sunnyvale School District</a>                   |
| <a href="#">Duarte USD</a>                               | <a href="#">Mountain View Los Altos High District</a>     | <a href="#">Sweetwater Union HSD</a>                        |
| <a href="#">East Side Union High</a>                     | <a href="#">Mountain View School District - El Monte</a>  | <a href="#">Temple City USD</a>                             |
| <a href="#">El Monte City SD</a>                         | <a href="#">Mountain View Wisman School District</a>      | <a href="#">Tustin USD</a>                                  |
| <a href="#">El Segundo USD</a>                           | <a href="#">Natomas USD</a>                               | <a href="#">Union School District</a>                       |

[Evergreen School District](#)  
[Fairfield-Suisun USD](#)  
[Fallbrook UHSD](#)  
[Fillmore USD](#)  
[Fontana USD](#)  
[Franklin-McKinley School District](#)  
[Fremont Union High School District](#)  
[Gilroy Unified School District](#)  
[Glendale USD](#)  
[Glendora USD](#)  
[Glenn Coe](#)

[Nevada Joint Union High SD](#)  
[Newhall SD](#)  
[Newport-Mesa](#)  
[Norwalk-La Mirada Unified School District](#)  
[Oak Grove School District](#)  
[Ocean View SD](#)  
[Ojai Unified School Dis](#)  
[Orchard School District](#)  
[Pacific Grove Unified School District](#)  
[Pajaro Valley USD](#)  
[Palo Alto Unified School District](#)

[Valle Lindo SD](#)  
[Ventura County Office of Education](#)  
[Victor Elementary School District](#)  
[Victor Valley UHSD](#)  
[Vineland SD](#)  
[Walnut Valley USD](#)  
[West Covina USD](#)  
[Whittier Union HSD](#)  
[Wilsona SD](#)  
[Wiseburn SD](#)

**Recommendation:** Receive for information and comment.

# School Employers Association of California

BR-3

**To:** Board of Directors  
**From:** John Roach  
**Subject:** 2022-2023 Financial Report  
**Date:** April 17, 2023

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## Background Information

The Board is provided with periodic Financial Reports. This report represents this year from July 1, 2022, through April 10, 2023. Since we have completed our transition from QuickBooks Desktop to QuickBooks Online, the accuracy of the financial information provided here has significantly increased.

Because we are a Joint Powers Agency, we feel it prudent to have our Financials reviewed by a third party. Brett McFadden began reviewing our financial reports beginning with this fiscal year. The following is a summary of each of his three reports.

*I have reviewed SEAC's January 2023, February 2023 and the March 2023 financial Reconciliation Report and Wells Fargo banking statement. Both reports demonstrate that expenditures and revenues for the time periods indicated are appropriate and within the parameters of the SEAC JPA's functions and mission and bylaws.*

# School Employers Association of California (SEAC)

## Profit and Loss

July 1, 2022 - April 10, 2023

|  | <b>Total</b>         |
|--|----------------------|
| <b>Income</b>                            |                      |
| <b>Conferences_Workshops</b>             | 1,950.00             |
| District Negotiators Cert 2021           | 3,100.00             |
| Other SEAC                               | 86,912.00            |
| <b>Total Conferences_Workshops</b>       | <b>\$ 91,962.00</b>  |
| <b>Direct Services</b>                   | 169,315.76           |
| Consulting                               | 51,011.80            |
| Health Benefits Advisory                 | 12,000.00            |
| <b>Total Direct Services</b>             | <b>\$ 232,327.56</b> |
| <b>Membership Revenue</b>                | 4,746.50             |
| District Membership Dues                 |                      |
| 2021-22 Dues                             | 1,391.00             |
| 2022-23 Dues                             | 214,457.00           |
| <b>Total District Membership Dues</b>    | <b>\$ 215,848.00</b> |
| <b>Total Membership Revenue</b>          | <b>\$ 220,594.50</b> |
| <b>Miscellaneous Income</b>              | 7,357.07             |
| Service Charge Reversal                  | 14,560.85            |
| <b>Total Miscellaneous Income</b>        | <b>\$ 21,917.92</b>  |
| <b>Sales of Product Income</b>           | 5,028.00             |
| <b>Services</b>                          | 170,693.79           |
| <b>Unapplied Cash Payment Income</b>     | -4,000.00            |
| <b>Total Income</b>                      | <b>\$ 738,523.77</b> |
| <b>Gross Profit</b>                      | <b>\$ 738,523.77</b> |
| <b>Expenses</b>                          |                      |
| Advertising                              | 1,385.10             |
| Banking                                  |                      |
| Service Charge                           | 35.72                |
| <b>Total Banking</b>                     | <b>\$ 35.72</b>      |
| Conference - Summits                     | 472.00               |
| Conferences/Workshops-Other              | 50.00                |
| Board Meeting                            | 2,050.33             |
| Conferences/Workshops-Other SDNCP        | 125.00               |
| Expense Reimbursement                    | 7.00                 |
| Travel expense                           | 1,423.13             |
| <b>Total Conferences/Workshops-Other</b> | <b>\$ 3,655.46</b>   |
| Contracted Services                      | 750.00               |
| Accounting Service                       | 500.00               |
| Audit                                    | 11,550.00            |
| Governmental Relations                   | 10,000.00            |
| Independent Contractors                  |                      |

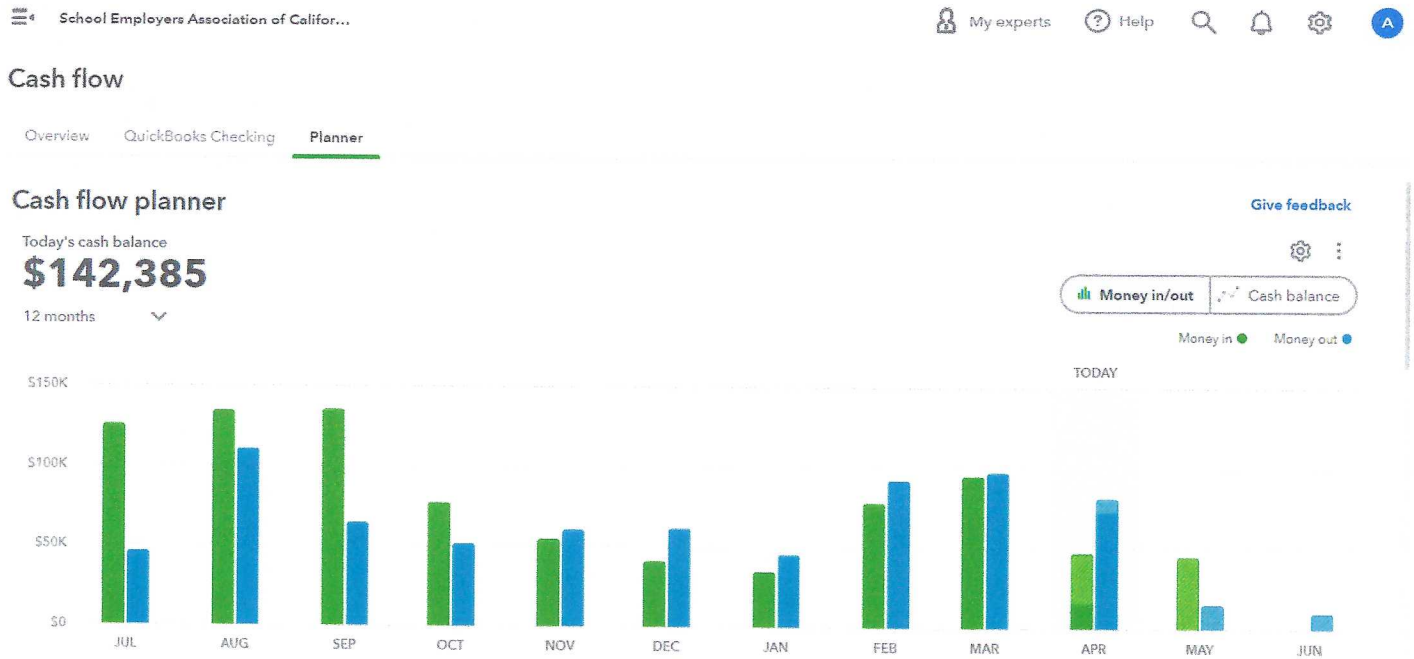
|                                      |            |                   |
|--------------------------------------|------------|-------------------|
| Expense Reimbursement                |            | 2,381.75          |
| <b>Total Independent Contractors</b> | <b>\$</b>  | <b>2,381.75</b>   |
| Payroll Services                     |            | 435.00            |
| Payroll Expenses                     |            | 80.00             |
| <b>Total Payroll Services</b>        | <b>\$</b>  | <b>515.00</b>     |
| <b>Total Contracted Services</b>     | <b>\$</b>  | <b>25,696.75</b>  |
| Direct Services Exp                  |            | 174,973.09        |
| Consulting Svs                       |            | 124,850.00        |
| Health Benefit Advisory              |            | 15,000.00         |
| Regional Consultants                 |            | 375.00            |
| <b>Total Direct Services Exp</b>     | <b>\$</b>  | <b>315,198.09</b> |
| Dues/Membership Expense              |            | -8,396.00         |
| Insurance                            |            | 158.00            |
| Workers Comp                         |            | 1,151.21          |
| <b>Total Insurance</b>               | <b>\$</b>  | <b>1,309.21</b>   |
| Leases                               |            |                   |
| Office                               |            | 13,651.65         |
| <b>Total Leases</b>                  | <b>\$</b>  | <b>13,651.65</b>  |
| Maintenance/Repairs                  |            |                   |
| Telephone Equipment                  |            | 1,181.53          |
| <b>Total Maintenance/Repairs</b>     | <b>\$</b>  | <b>1,181.53</b>   |
| Marketing                            |            | 7,061.00          |
| Graphic Design                       |            | 1,643.00          |
| Printing/Reproduction                |            | 734.63            |
| <b>Total Marketing</b>               | <b>\$</b>  | <b>9,438.63</b>   |
| Mileage                              |            | 10,055.66         |
| Miscellaneous Expense                |            |                   |
| Licenses/Permits                     |            | 1,010.66          |
| <b>Total Miscellaneous Expense</b>   | <b>\$</b>  | <b>1,010.66</b>   |
| Office Supplies                      |            | 1,951.14          |
| Payroll Expenses                     |            |                   |
| Taxes                                |            | 11,800.45         |
| Wages                                |            | 145,182.75        |
| <b>Total Payroll Expenses</b>        | <b>\$</b>  | <b>156,983.20</b> |
| Postage and Delivery                 |            | 32.21             |
| Professional Services                |            | 875.00            |
| Accounting                           |            | 2,467.58          |
| <b>Total Professional Services</b>   | <b>\$</b>  | <b>3,342.58</b>   |
| SDNCP                                |            | 19,598.65         |
| Staff Training Expense               |            | 1,200.00          |
| Staff Travel Expense                 |            | 6,454.73          |
| Travel Expense/Airfare               |            | -17,146.44        |
| <b>Total Staff Travel Expense</b>    | <b>-\$</b> | <b>10,691.71</b>  |
| Staffing                             |            |                   |

|                                     |           |                   |
|-------------------------------------|-----------|-------------------|
| Expense Reimbursement               |           | 33,944.62         |
| Temporary Personnel                 |           | 240.00            |
| <b>Total Staffing</b>               | <b>\$</b> | <b>34,184.62</b>  |
| Telecommunications                  |           | 2,417.76          |
| Network Services                    |           | 150.00            |
| Telephone Service                   |           | 7,446.06          |
| Web Site                            |           | 350.00            |
| Maintenance                         |           | 175.00            |
| <b>Total Web Site</b>               | <b>\$</b> | <b>525.00</b>     |
| <b>Total Telecommunications</b>     | <b>\$</b> | <b>10,538.82</b>  |
| Unapplied Cash Bill Payment Expense |           | 1,940.00          |
| Uncategorized Expense               |           | 50.66             |
| <b>Total Expenses</b>               | <b>\$</b> | <b>593,824.63</b> |
| <b>Net Operating Income</b>         | <b>\$</b> | <b>144,699.14</b> |
| Other Income                        |           |                   |
| Credit (deleted)                    |           | 328.01            |
| Tax Refund                          |           | 21.48             |
| <b>Total Other Income</b>           | <b>\$</b> | <b>349.49</b>     |
| <b>Net Other Income</b>             | <b>\$</b> | <b>349.49</b>     |
| <b>Net Income</b>                   | <b>\$</b> | <b>145,048.63</b> |

Monday, Apr 10, 2023, 08:13:31 PM GMT-7 - Cash Basis

# QuickBooks Cash Flow Planner

This planner helps to identify the cash flow discrepancies month over month.



## Recommendation

Receive for information and comment.

# School Employers Association of California

BR-4

**To:** Board of Directors  
**From:** John Roach  
**Subject:** Professional Development Report, Special Projects, Services Report  
**Date:** April 17, 2023

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## Background Information:

The Assistant Executive Director provides a professional development report at each board meeting itemizing and summarizing major activities since the last report.

**Louise Taylor**

## SEAC School Management Negotiators Certification Program (SMNCP)

### SMNCP 2022-23

#### 2022-23 Programs A & B - October 2022 - April 2023

1. Program A: 9 Sessions, Full-day Fridays (8:30-3:30); enrollment 42
2. Program B: 6 Sessions, Thursday evenings (5-8) and Fridays (8:30-3); enrollment 13

#### Program Update

- **Group Engagement:** Engagement remains high as we move into our final sessions and graduation.
- **Presentations:** Informal participant reports indicate that the topics and presentation modes have been quite impactful. SEAC remains proud of its program faculty.
- **Simulations:** We completed the Traditional Bargaining Simulation in Nov/Dec, and the Collaborative (IBB) Bargaining Simulation will occur later in April at the final session. The teams remain the same for both simulations so participants can compare the traditional and collaborative approaches within their assigned team roles. Over the years, this has proved to be one of the most valuable activities in the program.
- **Simulation Coaches:** SEAC assigns coaches to assist the simulation teams; we greatly appreciate the participation of these SEAC consultants: Sheri Loewenstein, Walt Schwartz, Marc Winger, Debby Collins, Jenn Bryant, Linda Harding, Linda Young, Cindy Frazee, and Clint Taylor.



## SMNCP 2023-24

Executive Director John Roach and I are making preliminary plans for the Negotiators Certification Program options for next school year. Our preliminary plans:

- **Schedule Options:** we are contemplating offering:
  - One fully virtual Certification Program, based on the 9-session, Friday-only format.
  - One either fully in-person program, or a hybrid (3 in-person; 3 virtual) program on the 6-session, Thursday evening/Friday format, based in Southern California.
  - Current program participant input was considered; in general:
    - They like the format options of 9-session Fridays and 6-session Thursday evening/Fridays
    - Some like the convenience of Zoom; several were eager to move to in-person for the whole program or in hybrid form
- **Program Costs:**
  - We are recommending that the fees remain the same for next year: \$1950 for SEAC enrollees.
  - We are recommending that the team discount be for the 4th person from one district; that discount remains \$1550. In the past year, this discount was for the 3rd team member.
- **Note of interest:**
  - The current Assistant Superintendent for LACOE has been through the Certification Program in the past and wishes to take her team through the program. I am working with her to make this happen. She would want the program to be fully in-person.

## IBB Training

The **Azusa USD IBB Workshop for their Board of Education** took place on January 24, 2023. Dr. Debby Collins and I presented in a 1½ - hour evening workshop prior to their Board Meeting. The Board rated it as very helpful and informative. The Board requested the session to better understand IBB principles and processes in support of their teacher association IBB negotiations.

There are no confirmed IBB Training workshops for the remainder of this school year. We have **requests** for one in **San Dieguito USD for summer 2023** and have **received inquiries** about IBB workshops (and SEAC membership) from **Fresno USD, Glendale USD, and San Juan USD.**

## Negotiation Facilitation

SEAC Facilitators for IBB Bargaining tables for 2022-23 include:

- **Victor Elementary School District - CSEA:** Dr. Jenn Bryant
- **Victor Mt. View Montessori Charter School - Teachers & Classified:** Linda Young
- **Saddleback Unified School District - CSEA:** Dr. Debby Collins
- **Saddleback Unified School District - Pupil Services:** Dr. Debby Collins
- **Azusa Unified School District - Certificated:** Dr. Debby Collins
- **San Dieguito Union High School District - Certificated:** Dr. Jenn Bryant
- **Victor Elementary School District - Certificated:** Dr. Louise Taylor
- **Fontana Unified School District - Certificated:** Dr. Louise Taylor
- **Ripon Unified School District - Certificated:** Dr. Louise Taylor
- **Ripon Unified School District - CSEA:** Dr. Louise Taylor
- **Eastside Unified School District - Certificated:** Dr. Louise Taylor

SEAC Facilitators active at Traditional or Traditional/IBB Hybrid Bargaining Tables:

- **Ojai Unified School District - CSEA:** Mr. Walt Schwartz

Other support:

- **Saddleback Unified School District - HR problem mediation services:** Walt Schwartz

Facilitators: SEAC continues to build our consultant base for supporting SEAC districts. We have several HR and Superintendent retirees interested in joining with SEAC in this arena. We offer them the chance to audit the Certification Program, invite them to join an IBB training workshop, and involve them in other appropriate activities so we can build their facilitating skills and experience.

## **Adela Droe**

As an executive assistant at Lakeside Joint School District, it is amazing to see the difficulties and challenges small, rural districts face. The Lakeside Elementary School's enrollment is about 70 students but has the same processes and requirements as larger districts, but with much less staff. Many of the state mandates tend to overburden staff who are already doing many different functions. In addition, being in a very remote location does not yield much collaboration with other districts. The main revenue funding the district comes from parcel taxes, which the district plans to put forth to voters in 2024 to renew.

My role continues to assist by creating Board agendas, keeping minutes, reviewing superintendent emails, and managing timelines. Because I can only provide part-time, online support, I don't have day-to-day connections. However, I do feel very much appreciated and my contributions, insights, and experience are valued.

### **Sheri Loewenstein**

In the 2022/23 school year, I am continuing to serve as a coach for principals, directors and assistant superintendents who are new to their positions or new to the district. We meet two to four times per month depending on the person and the situation.

I continue to assist with how to have those challenging and sensitive conversations with employees, parents, and colleagues. We also discuss, and I review, their disciplinary memos when they are required to document an employee.

I continue to serve as a facilitator for monthly meetings with CSEA leadership and the district cabinet members, including the superintendent. The goal of the meetings is to continue positive, open communication and to jointly address issues and solve problems. We follow the Interest Based Problem Solving format.

In addition, I serve as a coach for the Negotiator Program for the Traditional and Interest Based Bargaining simulations.

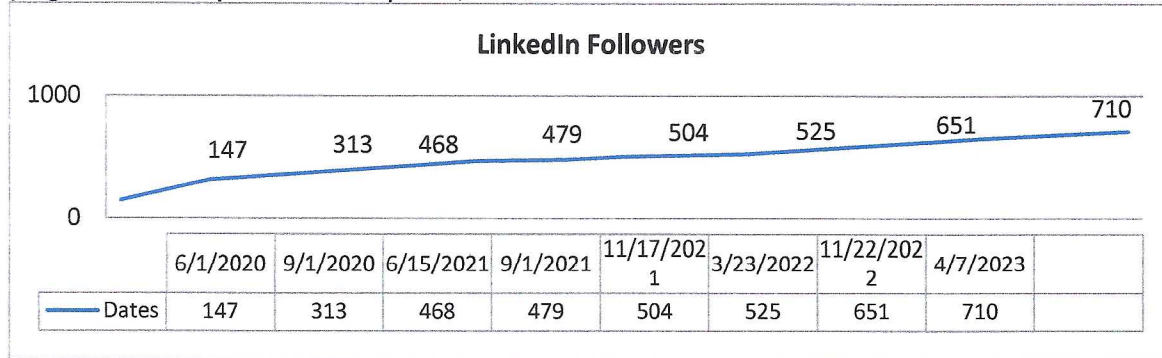
I have a passion for assisting administrators as they prepare to have challenging conversations with staff, union leaders, parents and colleagues. It is rewarding to support administrators as they work with others to solve problems in a transparent, collaborative manner, keeping in mind that relationships are important as they treat others with respect, even when delivering hard messages.

### **Marc Winger**

#### **SOCIAL MEDIA UPDATE**

SEAC has active LinkedIn and Facebook accounts. The use of social media is a marketing tactic designed to drive followers to the SEAC website. Our three main purposes for SEAC's online presence are: 1) Build our online identity; 2) Market SEAC services and studies; 3) Attract new members.

**LinkedIn continues to be the focus of our social media efforts.** The SEAC Today page was first posted on April 8, 2020,



These are “organic” followers (LinkedIn connections invited by the page’s administrators, John and Marc) or those who happen upon a posting and voluntarily opt to follow.

Current Follower Locations:

- Los Angeles Metropolitan Area 348 (49%)
- San Francisco Bay Area 107 (15.1%)
- San Diego Metropolitan Area 69 (9.7%)
- Greater Sacramento 53 (7.5%)
- Metropolitan Fresno 19 (2.7%)
- Visalia-Hanford Area 6 (< 1%)
- Modesto-Merced Area 6 (< 1%)
- Greater Salinas Area 6 (< 1%)
- Santa Barbara-Santa Maria Area 5 (< 1%)
- Greater San Luis Obispo Area 5 (< 1%)

- We post at least 2X a week.
- We rely on only “organic” (non-sales) dissemination of our posts.

**Facebook mirrors the LinkedIn account.**

- One hundred twenty-eight (128) people follow SEAC Today on Facebook, an increase of 15 since the last report.

**CONSULTING ACTIVITIES**

I will participate as a coach in the upcoming bargaining simulation activity for the SEAC Negotiator certification training.

Next week we’ll be in Big Bear digging out our cabin after the big snowstorms. And we are back to traveling after a hiatus that started with Covid – Last October we spent ten days in Paris with our two sons and one’s girlfriend. In March we visited Cleveland for a family celebration, and we visited the Rock and Roll Hall of Fame. Coming up we’ll be visiting Costa Rica in May and in October we’re going on a Danube cruise through Hungary, Austria, and Germany. Retirement is good - you’ll love it when you get there.

## **Debby Collins**

I appreciate the opportunity to continue my work with the Interest-Based Bargaining (IBB) process. As I soon enter my 11<sup>th</sup> year of retirement from Monrovia Unified School District, this work continues to be rewarding as I believe in collaboration and will work tirelessly to assist others in utilizing this process.

The Interest-Based process can take time, as building trust and maintaining positive relationships is foundational to effective implementation. One of my biggest challenges is to help the teams “keep talking” when it seems there is no place for agreement. When the teams have made a commitment to IBB, they tend to want to follow the process, and a “facilitator” can be very helpful in supporting and guiding that effort.

I also teach doctoral students at Cal Poly Pomona and Concordia University. My main area of focus is Human Resources. The students have the opportunity to learn about collective bargaining and IBB, so the work continues there. I am grateful for these opportunities.

Below is a brief report of my work as a facilitator/trainer in two school districts:

### **Saddleback Valley USD and CSEA**

The teams continue to address compensation issues related to the impact of the minimum wage increase and its concomitant effect on the entire salary schedule. We may complete the 2022-2023 negotiations soon.

The teams work together very collaboratively, and it is a joy to work with them.

### **Saddleback Valley USD and SVPSA (Saddleback Valley Pupil Services Association)**

I provided a refresher training in February, and we have met three times so far. Progress is slow but sure, and since they are moving from traditional to IBB, it is taking time to re-establish working relationships.

We still have several meetings planned in April/May.

### **Azusa USD and AEA (Azusa Educators Association)**

We meet once per month and have taken on several issues which require a lot of backup information and employee surveys. They are also transitioning from traditional to IBB and need to re-establish their working relationships. This has taken some time.

## **Roger Gallizzi**

### Status

I have participated in presenting for the Negotiators Certification Program in the Central Valley. Participants were pleased and my evaluations were 5 out of 5 for all participants.

We currently have the following active Projects:

Santa Clara County School Districts:

- Union SD – Interim Assistant Superintendent of HR
- Franklin-McKinley -- Team Building and Coaching Classified Directors
- Moreland – Compensation Study and consultation
- Cambrian – Compensation Study
- Morgan Hill – Coaching
- Mount Pleasant -- “Clean-up” of a few HR issues
- Berryessa – Job description revision project
- Metropolitan ED -- Leadership Team Building
- Los Altos – Team Building for CBO and Classified Directors

Others:

- Salinas – Consultation and training on Compensation Studies
- Newhall – Two reclassification studies of individual employees

Recent:

Hawthorne – Completed Comp/Class study

Los Nietos – Completed Compensation Study, remaining: Job Description revision project

Redondo Beach Unified – Completing this week: Compensation/Classification Study

Potential:

Santa Clara County Office of Education, Palos Verdes Unified, Beverly Hills USD, Guadalupe SD

### **Jennifer Edic Bryant**

Since December 2022, I've served as the IBB negotiations facilitator for Victor Elementary School District's CSEA / District negotiations since last Fall. The team is committed to the IBB process and regularly meets (1-2 times per month) to address issues and contract modifications. On Friday, January 20, I facilitated an IBB Refresher Training with the VESD / CSEA and district team. Feedback on the training was positive, with several veteran IBB-ers indicating how important it is to take time to do refresher training and how they found the day quite valuable.

My other work, beyond supporting SEAC, includes my role as an education consultant. Recently, I was asked to serve on a conference panel focused on Leveraging Relationships & Data to Improve District/School Community Engagement. This panel was part of the California Center for School Climate's annual Virtual Event on February 28. I've also been consulting with the California Collaborative for Educational Excellence (CCEE) - Community Engagement Initiative as a district facilitator and professional learning developer. Finally, I continue to support several schools as a

consultant, helping them use effective professional learning communities to impact student improvement and school outcomes.

### **Walt Schwartz**

I am continuing my work with Ojai School District as the Lead Negotiator for the District with CSEA. We had face to face sessions in December and January. are currently on hold with negotiations as the District is working through significant fiscal issues including school closures and a leadership change. I continue to assist the HR Director as requested. My future assistance with Ojai is temporarily on hold.

I had several discussions with Saddleback USD regarding some possible assistance with facilitation of Problem-Solving sessions, however, no further action was determined.

I continue to assist Louise Taylor with the Negotiations Certification Training as a Coach. I truly enjoy working with Louise and her Team on this great project.

### **Cindy Frazee**

I am currently working with two school districts. Selma Unified School District and Los Gatos Saratoga Union High School. I am providing coaching and assistance on an "as needed" basis to the Human Resource Department. With Los Gatos, I am currently working on a review of the Administrative Team Structure. In addition, I am providing coaching for the HR administrator and will conduct a review of the HR Department next semester.

### Recommendation

Receive for information and comment.

# School Employers Association of California

BR-5

**To:** Board of Directors  
**From:** John Roach  
**Subject:** Opening on the Board  
**Date:** April 17, 2023

---

## Background Information:

The Board will provide guidance to the Executive Director on filling an unexpired term on the Board of Directors.

### **SEAC BOARD OF DIRECTORS TERMS (Since SEAC Became an Independent JPA in July 2002)**

#### Terms Expiring 2020

- |                    |   |
|--------------------|---|
| 1. Jon Gundry      | A (Ed Knudson, Appointed – B)<br>A (Chris Evans, Appointed – B) |
| 2. Paul Johnson    | B   |
| 3. John Pappalardo | A (Catherine Kawaguchi, Appointed – B)                          |

#### Terms Expiring 2021

- |                             |                               |
|-----------------------------|-------------------------------|
| 1. Lillian Maldonado-French | B (Tiffany Morse Appointed-B) |
| 2. Brett McFadden           | A                             |
| 3. Mary Ann Dewan           | A                             |

#### Terms Expiring 2022

- |                      |                                    |
|----------------------|------------------------------------|
| 1. Carol Hansen      | C                                  |
| 2. Adrian Palazuelos | C (Ralph Gomez Porras Appointed-A) |
| 3. Karen Janney      | A (Robert Haley appointed-B)       |

#### Terms Expiring 2023

- |                        |   |
|------------------------|---|
| 1. Paul Johnson        | A |
| 2. Catherine Kawaguchi | A |

#### Terms Expiring 2024

- |                  |   |
|------------------|---|
| 1. Tiffany Morse | A |
|------------------|---|



2. Melissa Moore B

Terms Expiring 2025

- 1. Brett McFadden C
- 2. Mary Ann Dewan C
- 3. Julie Mitchell A

Terms Expiring 2026

- 1. Roxanne Fuentes A
- 2. Gudiel Crosthwaithe A
- 3. Kenneth ( Chris) Hurst A

- A Completing one full three-year term, may serve one more three-year term
- B Have not completed one full three-year term, may serve two more three-year terms
- C Completed two full three-year terms, may not serve again until one year lapse

Recommendation

Receive for information and comment.

M  
S  
V

# School Employers Association of California

BR-6

**To:** Board of Directors  
**From:** John Roach  
**Subject:** Annual Audit  
**Date:** April 17, 2023

---

Background Information: The Board will receive, discuss, and approve the annual audit conducted by the Smith Marion Firm.

The Executive Director will outline the content of each of the enclosed Documents.

***Please see Attachment 1 for all documents prepared by Smith Marion and Co.***

## Recommendation

Receive for information and comment.

# School Employers Association of California

BR-7

**To:** Board of Directors  
**From:** John Roach  
**Subject:** Legislative Update from Capitol Advisors  
**Date:** April 17, 2023

---

## Background Information:

The Board is provided with an update of the current budget and legislative activities by Capitol Advisors

*Please see Attachment 2: Capitol Advisors Group LLC, Legislative Report, SEAC Board Meeting*

## Recommendation

Receive for information and comment.

# School Employers Association of California

BR-8

**To:** Board of Directors  
**From:** John Roach  
**Subject:** Consent Agenda  
**Date:** April 17, 2023

---

Background Information: All items below are considered by the Board of Directors to be routine and can be approved by one action. There will be no discussion of these items prior to board action unless members of the board, staff, or public request specific items to be removed from the Consent Calendar for discussion and individual action.

**8A Minutes of December 3, 2022 Board Meeting**

**8 B Next Board Meeting Date and Locations**

Friday June 23<sup>rd</sup> 8:30 am on Zoom

M

S

V

# School Employers Association of California

BR-8A

**To:** Board of Directors  
**From:** John Roach  
**Subject:** Minutes of December 2, 2022, Meeting  
**Date:** April 17, 2023

---

## Board of Directors Meeting

### Minutes of the Meeting

December 2, 2022  
3:30 p.m.

Marriott Marquis San Diego  
Torrey Pines 2

Call to Order: Chairman Paul Johnson called the meeting to order at 3:39 pm.

Roll Call: Paul Johnson, Mary Ann Dewan, Catherine Kawaguchi, Tiffany Morse, Julie Mitchell, Gudiel Crosthwaite, Roxane Fuentes, Kenneth Hurst.

Melissa Moore was absent due to the fact she was presenting at CSBA.

Staff: John Roach, Louise Taylor, Roger Gallizzi, and guests Caitlin Jung and Nick Romley from Capitol Advisors

Approval of Agenda

M MAD

S JM

V Unanimous

## PUBLIC COMMENTS

Members of the public are welcome to address the board of directors on any item listed on the agenda or any other item of specific concern. Speakers are requested to limit their comments to four minutes unless the time is waived by a majority of the board members present. If a member of the public requests a response from the board, the chair of the board may ask the executive director to respond to them personally after the meeting or in writing or may direct the executive director to provide the board with additional information on a future agenda.

## **BOARD OF DIRECTOR MEMBER REPORTS**

Members of the board of directors may make reports and communicate information to the entire board, staff, and public. Chairman Paul Johnson welcomed three new members of the board and asked them to introduce themselves. He also asked the other members of the board to briefly introduce themselves to the new members.

## **INFORMATIONAL REPORTS AND PRESENTATIONS**

The staff and invited guests may present informational reports and presentations requiring no action by the board of directors on this agenda.

### **1. Activity Reports**

The Executive Director and Assistant Executive Director provided reports of their activities since the last Board Meeting.

#### Recommendation

Received for information and comment.

### **2. Membership Report**

The Administrative Assistant provided a current Membership Report.

#### Recommendation

Received for information and comment.

### **3. Financial Reports**

The Board was provided 2022 Financial Reports.

#### Recommendation

Received for information and comment.

### **4. Professional Development, Special Projects, and Services Report**

The Board was provided with reports of Professional Development, Special Projects and Member Services from Louise Taylor, Roger Gallizzi, and John Roach on behalf of SEAC consultants.

Recommendation

Received for information and comment.

**5. SEAC Officers for 2023**

The SEAC Joint Powers Agreement requires the Board of Directors to elect a Chair and a Vice Chair and appoint a Treasurer and Secretary for the calendar year.

Chairman Paul Johnson nominated Mary Ann Dewan as incoming Chairperson; Catherine Kawaguchi seconded the nomination. The vote was unanimous.

M PJ  
S CK  
V Unanimous

Julie Mitchell nominated Catherine for Vice Chair; Roxane Fuentes seconded the nomination. The vote was unanimous.

M JM  
S RF  
V Unanimous

Chair Mary Ann Dewan appointed Brett McFadden to continue as SEAC Treasurer and then appointed Executive Director John Roach to serve as Secretary.

Recommendation

Received for information and approved.

**6. Legislative Platform**

The Board was provided the current 2022 Legislative Platform. Caitlin Jung and Nick Romley from Capitol Advisors, our Legislative Advocates, were present to discuss suggested changes to the platform and receive input from the Board. After discussion, suggestions for edits were made

and Roxanne Fuentes moved to accept the amended document to serve as the SEAC 2023 Legislative Platform. Gudiel Crosthwaite seconded the motion. It was approved unanimously. Please see attachment A for the Final SEAC 2023 Legislative Platform.

M RF  
S GC  
V Unanimous



**School Employers Association of California (SEAC)**

2604-B, El Camino Real, Suite B59

Carlsbad, CA 92008

949.387.1869

[seac@seacal.org](mailto:seac@seacal.org)

**2023 Legislative Platform**

**Legislative Priorities for 2023**

The legislative priorities of the School Employers Association of California (SEAC) are intended to provide direction to the SEAC board as it takes actions on proposed legislation and to Capitol Advisors Group as they represent our interests as policy advocates.

**Guiding Principles**

SEAC represents the interests of school districts regarding labor relations, collective bargaining, and employer-employee rights. Our legislative positions must always reflect our core values:

- Placing student interests first in bargaining;
- Advocating and protecting management rights to lead and operate effective school districts;
- Assisting districts to build and protect fiscal integrity;
- Assisting districts to provide fair and competitive salaries, benefits, and working conditions for their employees.

**State Legislative Priorities**

*Attendance Decline*

- SEAC recognizes that the COVID-19 Pandemic has changed how parents handle sick students remaining in and returning to the classroom and supports policies to address attendance declines in



2022-23 as the result of increased absences due to COVID, the flu or other illnesses, and which account for actual growth or loss of average daily attendance (ADA)

#### *Staffing Shortages/Challenges*

- SEAC supports efforts to allow local education agencies (LEAs) to address staffing shortages, both certificated and classified, that have been exacerbated by the COVID-19 pandemic in the manner that best fits their needs, including advocating that any funding provided to schools is discretionary in nature and not tied to new categorical programs, as much as possible.
- SEAC supports efforts to provide schools with additional hiring and staffing flexibility, including waiving the requirement that retired certificated and classified staff must wait 180 days before reemployment.

#### *Pensions & Retirement*

- SEAC supports efforts to mitigate the escalation and volatility of employer contribution rates for the California Public Employees' Retirement System (CalPERS) and California State Teachers' Retirement System (CalSTRS), both of which place significant fixed cost pressures on local educational agencies across the state, including using one-time resources to buy down school employer contribution rates and/or pay down their long-term unfunded liabilities at CalSTRS and CalPERS
- SEAC supports efforts to protect the retirement benefits of our employees, past and present, by addressing CalPERS's and CalSTRS's unfunded obligations.
- SEAC believes that sustainability and integrity of the CalPERS and CalSTRS pension funds must be prioritized over investment mandates—especially divestiture—that are inconsistent with the pension systems' efforts to maximize risk-adjusted investment returns, control employer and employee contribution rates, and provide the retirement benefits promised to their members.
- SEAC understands the importance of protecting the retirement benefits of our employees in CalPERS when there is a correction in the calculation of the employee's benefits that results in a reduction in benefits but believes the liability should fall on CalPERS when the need for correction was not due to employer fault or error.

#### *Universal Transitional Kindergarten (TK)*

- SEAC understands the importance of increasing access to TK and supports ensuring that the expansion includes funding and support for all districts, including community-funded districts.

#### *Safe and Healthy School Campuses*

- SEAC understands that ensuring campuses are safe places for students extends beyond physical security and supports alternative approaches to addressing student health and safety, including increased investment in school-based student mental health services and the creation of community schools models in all school districts.

#### *Special Education*

- SEAC will carefully monitor all suggestions for Special Education Reform for negotiations and fiscal impact, including AB 504 requests.

#### *School District Budget Reserve Cap*

- SEAC understands that the budget reserve cap was first triggered under the 2021-22 state budget and will remain in effect for the 2023-24 school year and supports repealing the local school district budget reserve cap established in the Budget Act of 2014-15.

*Paid Family Leave*

- SEAC supports efforts to provide state funded paid family leave so long as it does not expand the scope of local bargaining. This should be a state-supported policy and should not vary from district to district.

*Data Collection and Security*

- SEAC remains supportive of the Governor’s interest in a cradle-to-career data system and believes this system should be streamlined and should support the ability to gather and compare district level data for a number of labor issues, including but not limited to, declarations of impasse, PERB filings, and strikes.
- SEAC understands that a growing number of employee and student services are hosted via the internet or in other online venues and supports more resources for LEAs to harden their cybersecurity infrastructures.

Recommendation

Received and approved.

**7. Consent Agenda and Routine Items of Business**

All items below are considered by the Board of Directors to be routine and can be approved by one action. There will be no discussion of these items prior to board action unless members of the board, staff, or public request specific items to be removed from the Consent Calendar for discussion and individual action.

Paul Johnson left the meeting at 4:30.

**8A. Minutes of Previous Board Meeting**

The minutes were amended to reflect the correct dates of the April meetings

**8B. Future Board Meeting Dates and Locations**

Monday, April 17, 2023, 6:30 p.m. Sacramento  
Tuesday, April 18, 2023, 8:30 a.m. Leg Action Day Sacramento  
Friday, June 23, 2023, 8:30 a.m. Zoom  
Friday, September 15, 2023, 8:30 a.m. Zoom  
Friday, December 1, 2023, San Francisco (CSBA)

The dates were corrected for the April meetings. OBJ

M CH

S GC

V Unanimous

## **8. Adjournment**

Chair Dewan adjourned the meeting at 4:55.

# School Employers Association of California

BR-8B

**To:** Board of Directors  
**From:** John Roach  
**Subject:** Next Meeting  
**Date:** April 17, 2023

---

## Background Information

The next SEAC Board Meeting will be held on Friday June 23<sup>rd</sup> 8:30 am on Zoom

Attachment Number 1

Smith Marion & Co.

Auditors' Communication with Those Charged with Governance

Report to Management

Adjusting Journal Entries

Financial Statements and Independent Auditor's Report



# SCHOOL EMPLOYERS ASSOCIATION OF CALIFORNIA

Financial Statements  
and  
Independent Auditors' Report  
For the Year Ended June 30, 2022



**smith**marion

# School Employers Association of California

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For the Year Ended June 30, 2022

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• t: (909) 307-2323  
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• 1940 orange tree lane #100  
• redlands, ca 92374



**Board of Directors**  
**School Employers Association of California**  
Irvine, CA

## **Independent Auditors' Report**

### ***Opinion***

We have audited the financial statements of the governmental activities of School Employers Association of California, as of and for the year ended June 30, 2022 and the related notes to the financial statements, which collectively comprise School Employers Association of California's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities of School Employers Association of California as of June 30, 2022, and the respective changes in its financial position and where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Basis for Opinion***

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS) and the State Controller's Minimum Audit Requirements and Reporting guidelines for California Special Districts. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of School Employers Association of California and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### ***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about School Employers Association of California's ability to continue as a going concern for twelve months beyond the financial statements date, including any currently known information that may raise substantial doubt shortly thereafter.

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.





In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of School Employers Association of California's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about School Employers Association of California's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control–related matters that we identified during the audit.

#### **Other Matters**

##### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the Budgetary Comparison Schedule and Notes to Required Supplementary Information on pages 15-16, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of the financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurances on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance on the information.

Management has omitted Management's Discussion and Analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

*Smith, Marion & Co.*

March 7, 2023  
Redlands, CA

**School Employers Association of California**

Statement of Net Position

June 30, 2022

|   | <b>Governmental<br/>Activities</b> |
|---|------------------------------------|
| <b>Assets</b>   |                                    |
| Current assets:   |                                    |
| Cash and cash equivalents   | \$ 73,275                          |
| Accounts receivable (net)   | 72,000                             |
| Prepaid items   | 2,535                              |
| Total current assets  | 147,810                            |
| Non-current assets:   |                                    |
| Capital assets  |                                    |
| Leased office space   | 62,084                             |
| Less accumulated amortization   | (28,455)                           |
| Net capital assets  | 33,629                             |
| Total non-current assets  | 33,629                             |
| <b>Total Assets</b>   | 181,439                            |
| <b>Deferred Outflows of Resources</b>                                     | -                                  |
| <b>Total Assets and Deferred Outflows of Resources</b>                    | \$ 181,439                         |
| <b>Liabilities</b>  |                                    |
| Current liabilities   |                                    |
| Accounts payable  | \$ 52,719                          |
| Salaries and benefits payable   | 14,080                             |
| Current portion of lease obligations                                      | 28,654                             |
| Total current liabilities   | 95,453                             |
| Long-term liabilities   |                                    |
| Long-term portion of lease obligations                                    | 4,975                              |
| Total long-term liabilities   | 4,975                              |
| <b>Total Liabilities</b>  | 100,428                            |
| <b>Deferred Inflows of Resources</b>                                      | -                                  |
| <b>Net Position</b>   |                                    |
| Net investment in capital assets  | -                                  |
| Unrestricted  | 81,011                             |
| <b>Total Net Position</b>   | 81,011                             |
| <b>Total Liabilities, Deferred Inflows of Resources, and Net Position</b> | \$ 181,439                         |

# School Employers Association of California

Statement of Activities  
For the Year Ended June 30, 2022

|                                      | <b>Governmental<br/>Activities</b> |
|--------------------------------------|------------------------------------|
| <b>Program Services</b>              |                                    |
| <b>Program Expenses</b>              |                                    |
| Membership                           | \$ 51,455                          |
| Conferences and workshops            | 19,715                             |
| Consulting                           | 592,915                            |
| Governmental relations               | 30,000                             |
| Other expenses                       | 457                                |
| <b>Total Program Expenses</b>        | <u>694,542</u>                     |
| <b>Program Revenues</b>              |                                    |
| Charges for services                 |                                    |
| Membership                           | 226,002                            |
| Conferences and workshops            | 31,025                             |
| Consulting                           | 760,220                            |
| Other revenue                        | 542                                |
| <b>Total Program Revenues</b>        | <u>1,017,789</u>                   |
| Net program revenue/(expenses)       | <u>323,247</u>                     |
| <b>Supporting Services</b>           |                                    |
| <b>Supporting Services Expenses</b>  |                                    |
| General administration               | 248,667                            |
| Facility rents and leases            | 37,701                             |
| <b>Total Governmental Activities</b> | <u>286,368</u>                     |
| Change in net position               | 36,879                             |
| <b>Net Position - Beginning</b>      | <u>44,132</u>                      |
| <b>Net Position - Ending</b>         | <u><u>\$ 81,011</u></u>            |

## School Employers Association of California

Balance Sheet - Governmental Funds

June 30, 2022

|  | <b>General Fund</b>   | <b>Total<br/>Governmental<br/>Funds</b> |
|--|-----------------------|---|
| <b>Assets</b>  |                       |   |
| Current assets   |                       |   |
| Cash and cash equivalents  | \$ 73,275             | \$ 73,275                               |
| Accounts receivable, net   | 72,000                | 72,000                                  |
| Prepaid items  | 2,535                 | 2,535                                   |
| <b>Total current assets</b>  | <b>147,810</b>        | <b>147,810</b>                          |
| <b>Total Assets</b>  | <b>147,810</b>        | <b>147,810</b>                          |
| <br><b>Deferred Outflow of<br/>Resources</b>                             | <br>-                 | <br>-                                   |
| <br><b>Total Assets and Deferred Outflow of Resources</b>                | <br><b>\$ 147,810</b> | <br><b>\$ 147,810</b>                   |
| <br><b>Liabilities</b>   |                       |   |
| Current liabilities  |                       |   |
| Accounts payable   | \$ 52,719             | \$ 52,719                               |
| Salaries and benefits payable  | 14,080                | 14,080                                  |
| <b>Total Liabilities</b>   | <b>66,799</b>         | <b>66,799</b>                           |
| <br><b>Deferred Inflow of<br/>Resources</b>                              | <br>-                 | <br>-                                   |
| <br><b>Fund Balance</b>  |                       |   |
| Unassigned   | 81,011                | 81,011                                  |
| Restricted   | -                     | -                                       |
| <b>Total Fund Balance</b>  | <b>81,011</b>         | <b>81,011</b>                           |
| <b>Total Liabilities, Deferred Inflow of Resources and Fund Balances</b> | <b>\$ 147,810</b>     | <b>\$ 147,810</b>                       |

**School Employers Association of California**  
Reconciliation of the Governmental Fund Balance Sheet to the Statement of Net Position  
Governmental Funds  
For the Year Ended June 30, 2022

---

|   |                   |
|---|-------------------|
| Fund balance of governmental funds  | \$ 147,810        |
| Capital asset used in governmental activities are not financial resources<br>and, therefore, are not reported in the funds. | 33,629            |
| Net assets of governmental activities   | <u>\$ 181,439</u> |

**School Employers Association of California**  
 Statements of Revenues, Expenditures, and Changes in Fund Balances  
 Governmental Funds  
 For the Year Ended June 30, 2022

|   | <u>General</u>   | <u>Total<br/>Governmental<br/>Funds</u> |
|---|------------------|---|
| <b>Revenues</b>                                     |                  |   |
| Membership  | \$ 226,002       | \$ 226,002                              |
| Conferences and workshops                           | 31,025           | 31,025                                  |
| Consulting  | 760,220          | 760,220                                 |
| Other revenue                                       | 542              | 542                                     |
| <b>Total Revenues</b>                               | <u>1,017,789</u> | <u>1,017,789</u>                        |
| <b>Expenditures</b>                                 |                  |   |
| Membership  | 51,455           | 51,455                                  |
| Conferences and workshops                           | 19,715           | 19,715                                  |
| Consulting  | 592,915          | 592,915                                 |
| Governmental relations                              | 30,000           | 30,000                                  |
| Supporting services:                                |                  |   |
| General administration                              | 248,667          | 248,667                                 |
| Facility rents and leases                           | 37,701           | 37,701                                  |
| Other expenses                                      | 457              | 457                                     |
| <b>Total Expenditures</b>                           | <u>980,910</u>   | <u>980,910</u>                          |
| <b>Excess of Revenues Over (Under) Expenditures</b> | <u>36,879</u>    | <u>36,879</u>                           |
| <b>Net Change in Fund Balances</b>                  | <u>36,879</u>    | <u>36,879</u>                           |
| <b>Fund Balance - Beginning of Year</b>             | 44,132           | 44,132                                  |
| <b>Fund Balance - End of Year</b>                   | <u>\$ 81,011</u> | <u>\$ 81,011</u>                        |

**School Employers Association of California**  
Reconciliation of Statement of Revenues, Expenditures, and Changes  
in Fund Balances of Governmental Funds to the Statement of Activities  
For the Year Ended June 30, 2022

---

|   |                  |
|---|------------------|
| Net change in fund balances of governmental funds | \$ 81,011        |
| No reconciling items                              | -                |
| Change in net assets of governmental activities   | <u>\$ 81,011</u> |

## 1. Nature of Organization

On July 1, 2002, Joint Powers Agreement (JPA) was signed by participating K-12 public school, community college district, and county offices of education to create School Employers Association of California (SEAC). The purpose of this JPA is to provide collective bargaining, personnel, and human resource services to member agencies. Generating membership fees based on each member agency's size, the JPA conducts research, training, and provided advocacy services. Memberships also includes publications such as the SEAC Reporter.

## 2. Summary of Significant Accounting Policies

### Accounting Policies

The accounting policies of SEAC conform to accounting principles generally accepted in the United States of America as prescribed by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants (AICPA).

### Fund Accounting, Basis of Accounting

The accounts of School Employers Association of California are organized on the basis of funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures: SEAC resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled, The JPA accounts are organized into one fund.

### Governmental Fund

The General Fund is the general operating fund of SEAC. It is used to account for all financial resources except those required to be accounted for in another fund.

### Government-Wide Financial Statements

SEAC's government wide financial statements include statements of net position and a statement of activities. These statements present summaries of governmental activities for SEAC.

The reconciliations of the fund financial statements to the government-wide financial statements are provided to explain the differences created by the integrated approach of GASB Statement No. 34.

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the financial statements. The governmental funds is reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. Expenditures are recorded when the related fund liability is incurred.

Capital asset acquisitions are reported as expenditures in the governmental fund.

### Budgets and Budgetary Accounting

An annual budget is adopted on a basis consistent with accounting principles generally accepted in the United States of America.

### Employee Compensated Absences

As of August 2010, the employees of the JPA no longer receive paid vacation therefore, compensated absences were not accrued.



Accounts Receivable

Accounts receivable represent consideration from JPA agreements, of which SEAC has an unconditional right to receive. Accounts receivable are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts through a provision for bad debt expense and an adjustment to a valuation allowance based on its assessment of the current status of individual accounts. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to accounts receivable. Changes in the valuation allowance have not been material to the financial statements.

Estimates

The preparation of financial statements in conformity with Generally Accepted Accounting Principles require management to make estimates and assumptions that affect the reported amounts of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Capital Assets

SEAC has formally adopted a capitalization policy of \$500 for furniture and equipment, lesser amounts are expensed. Donations of property and equipment are recorded at their estimated fair value. Such donations are reported as unrestricted contributions unless the donor has restricted the donated assets to a specific purpose. Furniture and equipment are depreciated using the straight-line method over 3 – 5 years.

Leases

SEAC determines if an arrangement is or contains a lease at inception. Leases are included in right-of-use (ROU) assets and lease liabilities in the statement of financial position. ROU assets and lease liabilities reflect the present value of the future minimum lease payments over the lease term, and ROU assets also include prepaid or accrued rent. Expense is recognized on a straight-line basis over the lease term. The Organization does not report ROU assets and leases liabilities for its short-term leases (leases with a term of 12 months or less). Instead, the lease payments of those leases are reported as lease expense on a straight-line basis over the lease term.

Net Position

Net position comprises the various net earnings from operating and non-operating revenues, expenses, and contribution of capital. Net position is classified in the following three components:

- Investment in capital assets – This component of net position consists of capital assets, including restricted capital assets, net of accumulated depreciation.
- Restricted – This component of net position consists of constraints placed on net asset use through external constraints imposed by creditors, grantors, contributors, or laws or regulations, of other governments or constraints imposed by law through constitutional provisions or enabling legislation.
- Unrestricted – This component of net position consists of the net position of SEAC that is not restricted for any project or other purpose and not invested in capital assets.

Fund Balance

SEAC has adopted the provisions of GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, as of July 1, 2010. In the fund financial statements, governmental funds report fund balance as non-spendable, restricted, committed, assigned, or unassigned. These components of fund balance are reported primarily to indicate the extent to which SEAC is bound to honor constraint on the specific purposes for which amounts in the fund can be spent.

- 1) Non-Spendable Fund Balance: Amounts cannot be spent because they are: (a) not in spendable form or (b) legally or contractually required to be maintained intact. Due to the nature or form of the resources, they generally cannot be expected to be converted into cash or a spendable form.
- 2) Restricted Fund Balance: Amounts are restricted by external parties, i.e., creditors, grantors, contributors, or laws/regulations of other governments or restricted by law through constitutional provisions or enabling legislation.
- 3) Committed Fund Balance: Amounts can only be used for a specific purpose pursuant to constraints imposed by formal action (resolution) of the government's highest level of decision making. The formal action must occur prior to the end of the reporting period; however, the amount may be determined in the subsequent period. These are self-imposed limitations on available resources. These committed amounts cannot be used for any other purpose unless the government removes or changes the specified use by taking the same level of action it employed to previously commit those amounts. These committed amounts would be approved and adopted by formal action of the Board.
- 4) Assigned Fund Balance: Amounts are constrained by the government's intent to be used for specific purposes that are neither restricted nor committed. This intent must be expressed by the Board of Directors.
- 5) Unassigned Fund Balance: The General Fund, as the principal operating fund, often has net resources in excess of what can properly be classified in one of the four categories already described. Therefore, in order to calculate unassigned fund balance, total fund balance less non-spendable, restricted, committed, or assigned equals unassigned fund balance.

Recently Adopted Accounting Standards

SEAC adopted the provisions of GASB Statement No. 87, Leases. The objective of this statement is to better meet the information needs of financial statement users by establishing uniform accounting and financial reporting requirements for leases, improving the comparability of financial statements among governments that have entered into lease, and enhancing the understandability, reliability, relevance, and consistency of information about leases.

**3. Cash and Investments**

As of June 30, 2022, Cash and Investments are reported in SEAC's financial statement as cash and cash equivalents in the amount of \$73,275.

Cash Balances held in banks are insured up to \$250,000 or unlimited for non-interest-bearing transaction accounts by the Federal Depository Insurance Corporation. All Cash held by the financial institution are fully insured.

## School Employers Association of California

Notes to Financial Statements  
For the Year Ended June 30, 2022

### Investments Authorized by the California Government Code and the District's Investment Policy

The table below identifies the **Investment Types** that are authorized for the District by the California Government Code. The table also identifies certain provisions of the California Government Code that address **Interest Rate Risk, Credit Risk, and Concentration Credit Risk**. This table does not address investment of debt proceeds held by bond trustee that are governed by the provisions of debt agreements of the District, rather than the general provisions of the California Government Code or SEAC's investment policy.

| Authorized<br>Investment Type       | Maximum<br>Maturity | Maximum<br>Percentage<br>of * Portfolio | Maximum<br>Investment<br>in One Issuer |
|-------------------------------------|---------------------|---|--|
| Local Agency Bonds                  | 5 years             | None                                    | None                                   |
| U.S. Treasury Obligations           | 5 years             | None                                    | None                                   |
| U.S. Agency Securities              | 5 years             | None                                    | None                                   |
| Banker's Acceptances                | 180 days            | 40%                                     | 30%                                    |
| Commercial Paper                    | 270 days            | 25%                                     | 10%                                    |
| Negotiable Certificates of Deposit  | 5 years             | 30%                                     | None                                   |
| Repurchase Agreements               | 1 year              | None                                    | None                                   |
| Reverse Repurchase Agreements       | 92 days             | 20% of base value                       | None                                   |
| Medium-Term Notes                   | 5 years             | 30%                                     | None                                   |
| Mutual Funds                        | N/A                 | 20%                                     | 10%                                    |
| Money Market Mutual Funds           | N/A                 | 20%                                     | 10%                                    |
| Mortgage Pass-Through Securities    | 5 years             | 20%                                     | None                                   |
| County Pooled Investment Funds      | N/A                 | None                                    | None                                   |
| Local Agency Investment Fund (LAIF) | N/A                 | None                                    | None                                   |
| JPA Pools (other investment pools)  | N/A                 | None                                    | None                                   |

\*Excluding amounts held by bond trustee that are not subject to California Government Code restrictions.

#### *Disclosure Relating to Interest Rate Risk*

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates.

#### *Disclosure Relating to Credit Risk*

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization.

#### *Concentration of Credit Risk*

The investment policy of SEAC contains no limitations on the amount that can be invested in any one issuer beyond that stipulated by the California Government Code. There are no investments in any one issuer that represents 5% or more of total SEAC investments.

## School Employers Association of California

Notes to Financial Statements  
For the Year Ended June 30, 2022

### *Custodial Credit Risk*

Custodial credit risk for *deposits* is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The California Government Code and SEAC's investment policy do not contain legal or policy requirement that would limit the exposure to custodial credit risk for deposits, other than the following provision for deposits: The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law. The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure SEAC deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposit.

The custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the SEAC's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for investments. With respect to investment, custodial credit risk generally applies only to direct investments in marketable securities. Custodial credit risk does not apply to a local government's indirect investment in securities through the use of a mutual fund or government investment pool.

#### 4. Composition of Accounts Receivable

The balance shown as accounts receivable consists of the following items:

|                         |    |                  |
|-------------------------|----|------------------|
| Member dues             | \$ | 290,069          |
| Allowance for bad debt  |    | <u>(218,069)</u> |
| Net accounts receivable | \$ | <u>72,000</u>    |

#### 5. Capital Assets and Depreciation

Capital assets activity for the year was as follows:

|                                | <u>2021</u>     | <u>Additions</u> | <u>Deletions</u> | <u>2022</u>      |
|--------------------------------|-----------------|------------------|------------------|------------------|
| Furniture and equipment        | \$ 19,688       | \$ -             | \$ (19,688)      | \$ -             |
| Leased office space            | -               | 62,084           | -                | 62,084           |
|                                | <u>19,688</u>   | <u>62,084</u>    | <u>(19,688)</u>  | <u>62,084</u>    |
| Less: Accumulated depreciation | <u>(19,688)</u> | <u>(28,455)</u>  | <u>19,688</u>    | <u>(28,455)</u>  |
|                                | <u>\$ -</u>     | <u>\$ 33,629</u> | <u>\$ -</u>      | <u>\$ 33,629</u> |

## School Employers Association of California

Notes to Financial Statements  
For the Year Ended June 30, 2022

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### 6. Leasee

SEAC, as a lessee, has entered into lease agreements involving office space. The total cost of the lease assets is recorded as \$31,596.

|      | Principal        | Interest      | Total            |
|------|------------------|---------------|------------------|
| 2023 | \$ 30,380        | 662           | 31,042           |
| 2024 | 2,567            | 20            | 2,587            |
|      | <u>\$ 32,947</u> | <u>\$ 682</u> | <u>\$ 33,629</u> |

### 7. Subsequent Events

Events that occur after the balance sheet date but before the financial statements were available to be issued must be evaluated for recognition or disclosure. The effects of subsequent events that provide evidence about conditions that existed at the balance sheet date are recognized in the accompanying financial statements. Subsequent events which provide evidence about conditions that existed after the balance sheet date require disclosure in the accompanying notes.

Management evaluated the activity of the JPA through March 7, 2023 (the date the financial statements were available to be issued), and concluded that there were no subsequent events requiring adjustment to the financial statements or disclosures as stated herein.

**School Employers Association of California**

Budgetary Comparison Schedule - General Fund

For the Year Ended June 30, 2022

|   | <u>Original Budget</u> | <u>Final Budget</u> | <u>Actual</u>    | <u>Variance with<br/>Final Budget<br/>Pos (Neg)</u> |
|---|------------------------|---------------------|------------------|---|
| <b>Revenues</b>   |                        |                     |                  |   |
| Membership  | \$ -                   | \$ -                | \$ 226,002       | \$ (226,002)  |
| Conferences and workshops                               | 94,825                 | 94,825              | 31,025           | 63,800  |
| Consulting  | -                      | -                   | 760,220          | (760,220)   |
| Other revenue   | -                      | -                   | 542              | (542)   |
| <b>Total Revenues</b>                                   | <u>94,825</u>          | <u>94,825</u>       | <u>1,017,789</u> | <u>(922,964)</u>                                    |
| <b>Expenditures</b>                                     |                        |                     |                  |   |
| Banking   | 136                    | 136                 | 100              | 36  |
| SEAC workshops  | 25,145                 | 25,145              | 19,715           | 5,430   |
| Accounting service                                      | 3,265                  | 3,265               | 2,875            | 390   |
| Audit   | 8,400                  | 8,400               | 8,400            | -   |
| Governmental relations                                  | 32,500                 | 32,500              | 30,000           | 2,500   |
| Contracted services                                     | 5,000                  | 5,000               | 5,463            | (463)   |
| Direct services   | 548,885                | 548,885             | 597,072          | (48,187)  |
| Insurance   | 7,171                  | 7,171               | 7,171            | -   |
| Copier lease  | 3,810                  | 3,810               | 3,542            | 268   |
| Office lease  | 36,801                 | 36,801              | 34,159           | 2,642   |
| Mileage   | 542                    | 542                 | 901              | (359)   |
| Marketing/repro   | 9,628                  | 9,628               | 8,029            | 1,599   |
| Miscellaneous expense                                   | 397                    | 397                 | 293              | 104   |
| Office supplies   | 4,167                  | 4,167               | 2,900            | 1,267   |
| Professional services                                   | 20,472                 | 20,472              | 21,441           | (969)   |
| Postage and delivery                                    | 2,256                  | 2,256               | 1,840            | 416   |
| Staff travel expense                                    | 4,842                  | 4,842               | 3,198            | 1,644   |
| Executive director                                      | 85,595                 | 85,595              | 70,628           | 14,967  |
| Asst. executive directors                               | 48,332                 | 48,332              | 41,056           | 7,276   |
| Executive assistant                                     | 36,831                 | 36,831              | 36,258           | 573   |
| Telecommunications                                      | 20,856                 | 20,856              | 20,419           | 437   |
| Payroll taxes   | 63,079                 | 63,079              | 58,389           | 4,690   |
| Expense reimbursement                                   | 360                    | 360                 | 5,576            | (5,216)   |
| Other expenses  | 26,469                 | 26,469              | 457              | 26,012  |
| Office relocation expense                               | 1,028                  | 1,028               | 1,028            | -   |
| <b>Total Expenditures</b>                               | <u>995,967</u>         | <u>995,967</u>      | <u>980,910</u>   | <u>15,057</u>                                       |
| <b>EXCESS OF REVENUES OVER<br/>(UNDER) EXPENDITURES</b> | (901,142)              | (901,142)           | 36,879           | (907,907)   |
| <b>OTHER FINANCING SOURCES AND (USES)</b>               |                        |                     |                  |   |
| Transfers in from other funds                           | -                      | -                   | -                | -   |
| Transfers out to other funds                            | -                      | -                   | -                | -   |
| <b>Net Other Financing Sources and (Uses)</b>           | <u>-</u>               | <u>-</u>            | <u>-</u>         | <u>-</u>  |
| <b>Net Change in Fund Balances</b>                      | (901,142)              | (901,142)           | 36,879           | (907,907)   |
| <b>FUND BALANCE - BEGINNING OF YEAR</b>                 | 44,132                 | 44,132              | 44,132           | -   |
| <b>FUND BALANCE - END OF YEAR</b>                       | <u>\$ (857,010)</u>    | <u>\$ (857,010)</u> | <u>\$ 81,011</u> | <u>\$ (907,907)</u>                                 |

## School Employers Association of California

Notes to Required Supplementary Information

For the Year Ended June 30, 2022

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### 1. Purpose of Schedule

Budgetary Comparison Schedules are required by GASB Codification Section 2200.182 as required supplementary information (RSI) for the General Fund and for each major special revenue fund that has a legally adopted annual budget. The budgetary comparison schedules present both (a) the original and (b) the final appropriated budgets for the reporting period as well as (c) actual inflows, outflows, and balances, stated on SEAC's budgetary basis. A separate column to report the variance between the final budget and actual amounts is also presented, although not required.



# School Employers Association of California

For the Year Ended June 30, 2022

The following Auditor workpapers are attached:

Adjusting Journal Entries

Adjusted Trial Balance

Audit Report Lead Schedules

Prepared by:

Kendra Dockham, CPA

**smithmarion**  
connected . focused . understandable



Client: **3338 - School Employers Association of California**  
 Engagement: **#3338 - A - 06/30/2022**  
 Period Ending: **6/30/2022**  
 Trial Balance: **03 - Trial Balance**  
 Workpaper: **02 - Adjusting Journal Entries Report**

| Account  | Description  | W/P Ref     | Debit             | Credit            |
|--|--|-------------|-------------------|-------------------|
| <b>Adjusting Journal Entries JE # 1</b>                          |  | <b>U010</b> |                   |                   |
| To correct net asset beginning balances                          |  |             |                   |                   |
| 1100   | Prepaid expenses   |             | 2,535.00          |                   |
| 1210   | Accounts Receivable                                      |             | 4,442.00          |                   |
| 2810   | Retained Earnings  |             | 235,598.00        |                   |
| 1212   | Allowance for bad debt                                   |             |                   | 218,069.00        |
| 1320   | Undeposited Funds  |             |                   | 1,489.00          |
| 1400   | Accumulated Depreciation                                 |             |                   | 8,156.00          |
| 2350   | Accrued Payroll  |             |                   | 14,080.00         |
| 7000   | Office Supplies  |             |                   | 781.00            |
| <b>Total</b>   |  |             | <b>242,575.00</b> | <b>242,575.00</b> |
| <b>Adjusting Journal Entries JE # 2</b>                          |  | <b>U010</b> |                   |                   |
| To remove opening balance transactions                           |  |             |                   |                   |
| 3100   | Opening Bal Equity                                       |             | 4,291.00          |                   |
| 103  | Checking (0108)  |             |                   | 4,291.00          |
| <b>Total</b>   |  |             | <b>4,291.00</b>   | <b>4,291.00</b>   |
| <b>Adjusting Journal Entries JE # 3</b>                          |  | <b>M010</b> |                   |                   |
| To record AP at year end   |  |             |                   |                   |
| 6040   | Direct Services Exp:Consulting Svs                       |             | 33,450.00         |                   |
| 2010   | Accounts Payable   |             |                   | 33,450.00         |
| <b>Total</b>   |  |             | <b>33,450.00</b>  | <b>33,450.00</b>  |
| <b>Adjusting Journal Entries JE # 4</b>                          |  | <b>F010</b> |                   |                   |
| To make note of PP&E transfer made by entity to district in need |  |             |                   |                   |
| 1400   | Accumulated Depreciation                                 |             | 19,688.00         |                   |
| 1410   | Fixed Assets-Original Cost:Furniture & Equip             |             |                   | 19,688.00         |
| <b>Total</b>   |  |             | <b>19,688.00</b>  | <b>19,688.00</b>  |
| <b>Adjusting Journal Entries JE # 5</b>                          |  | <b>A010</b> |                   |                   |
| To remove undeposited funds                                      |  |             |                   |                   |
| 5020   | Sales of Product Income                                  |             | 25,149.00         |                   |
| 6039   | Direct Services Exp                                      |             | 1,855.00          |                   |
| 6040   | Direct Services Exp:Consulting Svs                       |             | 526.00            |                   |
| 6040   | Direct Services Exp:Consulting Svs                       |             | 5,415.00          |                   |
| 6040   | Direct Services Exp:Consulting Svs                       |             | 38,200.00         |                   |
| 6040   | Direct Services Exp:Consulting Svs                       |             | 48,311.00         |                   |
| 1320   | Undeposited Funds  |             |                   | 119,456.00        |
| <b>Total</b>   |  |             | <b>119,456.00</b> | <b>119,456.00</b> |
| <b>Adjusting Journal Entries JE # 6</b>                          |  | <b>W030</b> |                   |                   |
| PBC - Revenues should be reclassified to consulting revenue      |  |             |                   |                   |
| 3010   | Conferences_Workshops                                    |             | 90,013.00         |                   |
| 4000   | Direct Services:Consulting                               |             |                   | 90,013.00         |
| <b>Total</b>   |  |             | <b>90,013.00</b>  | <b>90,013.00</b>  |
| <b>Adjusting Journal Entries JE # 7</b>                          |  | <b>W010</b> |                   |                   |
| To remove dues invoiced  |  |             |                   |                   |
| 5007   | Membership Revenue:District Membership Dues:2022-23      |             | 309,055.00        |                   |
| 1210   | Accounts Receivable                                      |             |                   | 309,055.00        |
| <b>Total</b>   |  |             | <b>309,055.00</b> | <b>309,055.00</b> |
| <b>Adjusting Journal Entries JE # 8</b>                          |  | <b>W010</b> |                   |                   |
| To correct revenue at year end                                   |  |             |                   |                   |
| 5006   | Membership Revenue:District Membership Dues:2021-22 Dues |             | 38,623.00         |                   |
| 1210   | Accounts Receivable                                      |             |                   | 38,623.00         |
| <b>Total</b>   |  |             | <b>38,623.00</b>  | <b>38,623.00</b>  |

Client: **3338 - School Employers Association of California**  
 Engagement: **#3338 - A - 06/30/2022**  
 Period Ending: **6/30/2022**  
 Trial Balance: **03 - Trial Balance**  
 Workpaper: **02 - Adjusting Journal Entries Report**

| Account                                  | Description                         | W/P Ref     | Debit                   | Credit                  |
|--|-------------------------------------|-------------|-------------------------|-------------------------|
| <b>Adjusting Journal Entries JE # 9</b>  |                                     | <b>L020</b> |                         |                         |
| To recognize right of use asset          |                                     |             |                         |                         |
| 1420                                     | Right of use asset -operating lease |             | 62,084.00               |                         |
| 2400                                     | Right of use - operating lease      |             | 28,455.00               |                         |
| 1430                                     | Right of use asset - amortization   |             |                         | 28,455.00               |
| 2400                                     | Right of use - operating lease      |             |                         | 62,084.00               |
| <b>Total</b>                             |                                     |             | <b><u>90,539.00</u></b> | <b><u>90,539.00</u></b> |
| <b>Adjusting Journal Entries JE # 10</b> |                                     | <b>C010</b> |                         |                         |
| To remove old accounts                   |                                     |             |                         |                         |
| 1310                                     | CSMA Accounts:Restricted Assets     |             | 32,319.00               |                         |
| 1311                                     | CSMA Accounts                       |             |                         | 32,069.00               |
| 5012                                     | Miscellaneous Income                |             |                         | 250.00                  |
| <b>Total</b>                             |                                     |             | <b><u>32,319.00</u></b> | <b><u>32,319.00</u></b> |



| Account           | Description   | 2nd PP-FINAL<br>6/30/2020 | 1st PP-FINAL < WPRef<br>6/30/2021 | UNADJ<br>6/30/2022 | JE Ref # | AJE        | JE Ref #  | RJE        | FINAL<br>6/30/2022 | < WPRef |
|-------------------|---|---------------------------|-----------------------------------|--------------------|----------|------------|-----------|------------|--------------------|---------|
|                   |   |                           |                                   |                    | AJE - 3  | 33,450.00  |           |            |                    |         |
|                   |   |                           |                                   |                    | AJE - 5  | 526.00     |           |            |                    |         |
|                   |   |                           |                                   |                    | AJE - 5  | 5,415.00   |           |            |                    |         |
|                   |   |                           |                                   |                    | AJE - 5  | 38,200.00  |           |            |                    |         |
|                   |   |                           |                                   |                    | AJE - 5  | 48,311.00  |           |            |                    |         |
| 6041              | Direct Services Exp:Health Benefit Advisory                 | 0.00                      | 0.00                              | 0.00               |          |            |           |            | 0.00               |         |
| 6042              | Direct Services Exp:Regional Consultants:Exp Reimb          | 0.00                      | 0.00                              | 1,984.00           |          |            |           |            | 1,984.00           |         |
| 6050              | Dues/Membership Expense                                     | 0.00                      | 0.00                              | 0.00               |          |            |           |            | 0.00               |         |
| 6060              | Insurance:Errors & Omissions                                | 0.00                      | 0.00                              | 0.00               |          |            |           |            | 0.00               |         |
| 6061              | Insurance:Workers Comp                                      | 3,155.00                  | 1,120.00                          | 5,898.00           |          |            |           |            | 5,898.00           |         |
| 6062              | Insurance:Liability   | 0.00                      | 0.00                              | 1,273.00           |          |            |           |            | 1,273.00           |         |
| 6070              | Leases:Copier   | 3,397.00                  | 3,623.00                          | 3,542.00           |          |            |           |            | 3,542.00           |         |
| 6071              | Leases:Office   | 29,780.00                 | 31,442.00                         | 34,159.00          |          |            |           |            | 34,159.00          |         |
| 6080              | Maintenance/Repairs:Copier                                  | 0.00                      | 0.00                              | 0.00               |          |            |           |            | 0.00               |         |
| 6090              | Marketing:Printing/Reproduction                             | 0.00                      | 0.00                              | 0.00               |          |            |           |            | 0.00               |         |
| 6091              | Marketing   | 19,231.00                 | 9,481.00                          | 6,072.00           |          |            |           |            | 6,072.00           |         |
| 6092              | Marketing:Graphic Design                                    | 0.00                      | 0.00                              | 1,957.00           |          |            |           |            | 1,957.00           |         |
| 6099              | Capital Expenditures:Equipment:Computers                    | 0.00                      | 1,847.00                          | 0.00               |          |            |           |            | 0.00               |         |
| 700               | Office Supplies   | 0.00                      | 0.00                              | 0.00               |          |            |           |            | 0.00               |         |
| 7000              | Office Supplies   | 6,711.00                  | 2,365.00                          | 3,681.00           |          |            |           |            | 2,900.00           |         |
|                   |   |                           |                                   |                    | AJE - 1  | (781.00)   |           |            |                    |         |
|                   |   |                           |                                   |                    |          | (781.00)   |           |            |                    |         |
| 7001              | Staff Travel Expense  | 10,870.00                 | 0.00                              | 4,036.00           |          |            |           |            | 4,036.00           |         |
| 7002              | Staffing:Expense Reimbursement                              | 1,923.00                  | 137.00                            | 5,576.00           |          |            |           |            | 5,576.00           |         |
| 7003              | Postage and Delivery  | 328.00                    | 665.00                            | 1,840.00           |          |            |           |            | 1,840.00           |         |
| 7004              | Staff Travel Expense:CHCC Expenses (deleted):Lodging        | 0.00                      | 0.00                              | 533.00             |          |            |           |            | 533.00             |         |
| 7005              | Staff Travel Expense:Staff Mtg Expenses                     | 0.00                      | 0.00                              | 273.00             |          |            |           |            | 273.00             |         |
| 7006              | Staff Travel Expense:Travel Expense/Airfare                 | 0.00                      | 0.00                              | (1,644.00)         |          |            |           |            | (1,644.00)         |         |
| 7011              | Professional Services:Accounting                            | 0.00                      | 0.00                              | 18,766.00          |          |            |           |            | 18,766.00          |         |
| 7012              | Professional Services:Consultant                            | 0.00                      | 0.00                              | 2,675.00           |          |            |           |            | 2,675.00           |         |
| 7015              | Miscellaneous Expense:Licenses/Permits                      | 0.00                      | 0.00                              | 293.00             |          |            |           |            | 293.00             |         |
| 7016              | Office Relocation Expense                                   | 0.00                      | 0.00                              | 1,028.00           |          |            |           |            | 1,028.00           |         |
| 7017              | Reconciliation Discrepancies                                | 0.00                      | 0.00                              | 0.00               |          |            |           |            | 0.00               |         |
| 7018              | Reconciliation Discrepancies-1                              | 0.00                      | 0.00                              | 0.00               |          |            |           |            | 0.00               |         |
| 7019              | Mileage   | 0.00                      | 0.00                              | 901.00             |          |            |           |            | 901.00             |         |
| 7020              | Staffing:Payroll Asst Dir Salary                            | 37,926.00                 | 44,864.00                         | 41,056.00          |          |            |           |            | 41,056.00          |         |
| 7021              | Staffing:Payroll Executive Assistant                        | 48,320.00                 | 46,400.00                         | 33,265.00          |          |            |           | 2,993.00   | 36,258.00          |         |
|                   |   |                           |                                   |                    |          |            | RJE - 100 | 2,993.00   |                    |         |
| 7022              | Staffing:Payroll Executive Director                         | 86,138.00                 | 77,694.00                         | 70,628.00          |          |            |           |            | 70,628.00          |         |
| 7023              | Staffing:Payroll Taxes/Deductions                           | 42,011.00                 | 49,605.00                         | 58,389.00          |          |            |           |            | 58,389.00          |         |
| 7024              | Staffing:Temporary Personnel                                | 0.00                      | 0.00                              | 0.00               |          |            |           |            | 0.00               |         |
| 7025              | Payroll Expense   | 0.00                      | 0.00                              | 0.00               |          |            |           |            | 0.00               |         |
| 7026              | Staffing:Payroll Executive Director:Salary (deleted):Salary | 0.00                      | 0.00                              | 2,993.00           |          |            |           | (2,993.00) | 0.00               |         |
|                   |   |                           |                                   |                    |          |            | RJE - 100 | (2,993.00) |                    |         |
| 7027              | Staffing:Payroll Taxes/Deductions:Payroll Processing Fee    | 0.00                      | 0.00                              | 0.00               |          |            |           |            | 0.00               |         |
| 7030              | Telecommunications  | 28,578.00                 | 22,261.00                         | 16,365.00          |          |            |           |            | 16,365.00          |         |
| 7031              | Telecommunications:Internet Services                        | 0.00                      | 0.00                              | 176.00             |          |            |           |            | 176.00             |         |
| 7032              | Telecommunications:Network Services                         | 0.00                      | 0.00                              | 750.00             |          |            |           |            | 750.00             |         |
| 7033              | Telecommunications:Telephone Service                        | 0.00                      | 0.00                              | 3,128.00           |          |            |           |            | 3,128.00           |         |
| 7040              | Uncategorized Expense                                       | 0.00                      | 0.00                              | 457.00             |          |            |           |            | 457.00             |         |
| 7041              | Utilities (deleted):Service Fees                            | 0.00                      | 0.00                              | 0.00               |          |            |           |            | 0.00               |         |
| 7042              | Credit  | 0.00                      | 0.00                              | (42.00)            |          |            |           |            | (42.00)            |         |
| 9000              | Bad Debt Expense  | 162,692.00                | 0.00                              | 0.00               |          |            |           |            | 0.00               |         |
| 9100              | Depreciation Expense  | 8,156.00                  | 0.00                              | 0.00               |          |            |           |            | 0.00               |         |
| Total             |   | 0.00                      | 0.00                              | 0.00               |          | 0.00       |           | 0.00       | 0.00               |         |
| Net (Income) Loss |   | 122,401.00                | (513,893.00)                      | (530,453.00)       |          | 499,553.00 |           | 0.00       | (16,259.00)        |         |

Client: 3338 - School Employers Association of California  
 Engagement: #3338 - A - 08/30/2022  
 Period Ending: 6/30/2022  
 Trial Balance: 03 - Trial Balance  
 Worksheet: 01 - Trial Balance Combined Detail Classified LS

| Account                 | Description                                  | 1st PP-FINAL<br>6/30/2021 | UNADJ<br>6/30/2022  | JE Ref # | AJE<br>6/30/2022    | FINAL<br>6/30/2022  |
|-------------------------|--|---------------------------|---------------------|----------|---------------------|---------------------|
| <b>Group : [A]</b>      | <b>Cash</b>                                  |                           |                     |          |                     |                     |
| <b>Subgroup : None</b>  |  |                           |                     |          |                     |                     |
| 101                     | 101 Checking/Wells Fargo 2007                | 20,342.00                 | 52,113.00           |          | 0.00                | 52,113.00           |
| 102                     | 102 M MWells Fargo 7982                      | 26,715.00                 | 18,263.00           |          | 0.00                | 18,263.00           |
| 103                     | Checking (0108)                              | 0.00                      | 4,291.00            |          | (4,291.00)          | 0.00                |
| 1320                    | Undeposited Funds                            | 0.00                      | 123,844.00          |          | (120,945.00)        | 2,899.00            |
| 7017                    | Reconciliation Discrepancies                 | 0.00                      | 0.00                |          | 0.00                | 0.00                |
| 7018                    | Reconciliation Discrepancies-1               | 0.00                      | 0.00                |          | 0.00                | 0.00                |
| <b>Subtotal : None</b>  |  | <b>47,057.00</b>          | <b>198,511.00</b>   |          | <b>(125,236.00)</b> | <b>73,275.00</b>    |
| <b>Total [A]</b>        | <b>Cash</b>                                  | <b>47,057.00</b>          | <b>198,511.00</b>   |          | <b>(125,236.00)</b> | <b>73,275.00</b>    |
| <b>Group : [B]</b>      | <b>Accts Receivable</b>                      |                           |                     |          |                     |                     |
| <b>Subgroup : None</b>  |  |                           |                     |          |                     |                     |
| 1210                    | Accounts Receivable                          | 200,071.00                | 564,194.00          |          | (343,236.00)        | 220,958.00          |
| 1211                    | New Year Member/Associate Dues               | 89,111.00                 | 69,111.00           |          | 0.00                | 69,111.00           |
| 1212                    | Allowance for bad debt                       | (218,069.00)              | 0.00                |          | (218,069.00)        | (218,069.00)        |
| 1213                    | Allowance for Doubtful Accounts              | 0.00                      | 0.00                |          | 0.00                | 0.00                |
| <b>Subtotal : None</b>  |  | <b>51,113.00</b>          | <b>633,305.00</b>   |          | <b>(661,305.00)</b> | <b>72,000.00</b>    |
| <b>Total [B]</b>        | <b>Accts Receivable</b>                      | <b>51,113.00</b>          | <b>633,305.00</b>   |          | <b>(661,305.00)</b> | <b>72,000.00</b>    |
|                         | <b>Current Assets</b>                        | <b>98,170.00</b>          | <b>831,816.00</b>   |          | <b>(686,541.00)</b> | <b>145,275.00</b>   |
| <b>Group : [D]</b>      | <b>Other Current Assets</b>                  |                           |                     |          |                     |                     |
| <b>Subgroup : [01]</b>  | <b>Prepaid expenses</b>                      |                           |                     |          |                     |                     |
| 1100                    | Prepaid expenses                             | 2,535.00                  | 0.00                |          | 2,535.00            | 2,535.00            |
| 1110                    | Prepaid dues                                 | 0.00                      | 0.00                |          | 0.00                | 0.00                |
| <b>Subtotal [01]</b>    | <b>Prepaid expenses</b>                      | <b>2,535.00</b>           | <b>0.00</b>         |          | <b>2,535.00</b>     | <b>2,535.00</b>     |
| <b>Subgroup : [02]</b>  | <b>Other assets</b>                          |                           |                     |          |                     |                     |
| 1310                    | CSMA Accounts/Restricted Assets              | (32,319.00)               | (32,319.00)         |          | 32,319.00           | 0.00                |
| 1311                    | CSMA Accounts                                | 32,319.00                 | 32,069.00           |          | (32,069.00)         | 0.00                |
| <b>Subtotal [02]</b>    | <b>Other assets</b>                          | <b>0.00</b>               | <b>(250.00)</b>     |          | <b>250.00</b>       | <b>0.00</b>         |
| <b>Subgroup : None</b>  |  |                           |                     |          |                     |                     |
| <b>Subtotal : None</b>  |  | <b>0.00</b>               | <b>0.00</b>         |          | <b>0.00</b>         | <b>0.00</b>         |
| <b>Total [D]</b>        | <b>Other Current Assets</b>                  | <b>2,535.00</b>           | <b>(250.00)</b>     |          | <b>2,785.00</b>     | <b>2,535.00</b>     |
| <b>Group : [F]</b>      | <b>Fixed Assets</b>                          |                           |                     |          |                     |                     |
| <b>Subgroup : [01]</b>  | <b>Fixed Assets</b>                          |                           |                     |          |                     |                     |
| 1410                    | Fixed Assets-Original Cost:Furniture & Equip | 19,688.00                 | 19,688.00           |          | (19,688.00)         | 0.00                |
| 1420                    | Right of use asset - operating lease         | 0.00                      | 0.00                |          | 62,084.00           | 62,084.00           |
| <b>Subtotal [01]</b>    | <b>Fixed Assets</b>                          | <b>19,688.00</b>          | <b>19,688.00</b>    |          | <b>42,396.00</b>    | <b>62,084.00</b>    |
| <b>Subgroup : [02]</b>  | <b>Accumulated Depreciation</b>              |                           |                     |          |                     |                     |
| 1400                    | Accumulated Depreciation                     | (19,688.00)               | (11,532.00)         |          | 11,532.00           | 0.00                |
| 1430                    | Right of use asset - amortization            | 0.00                      | 0.00                |          | (28,455.00)         | (28,455.00)         |
| <b>Subtotal [02]</b>    | <b>Accumulated Depreciation</b>              | <b>(19,688.00)</b>        | <b>(11,532.00)</b>  |          | <b>(16,923.00)</b>  | <b>(28,455.00)</b>  |
| <b>Subgroup : None</b>  |  |                           |                     |          |                     |                     |
| <b>Subtotal : None</b>  |  | <b>0.00</b>               | <b>0.00</b>         |          | <b>0.00</b>         | <b>0.00</b>         |
| <b>Total [F]</b>        | <b>Fixed Assets</b>                          | <b>0.00</b>               | <b>8,156.00</b>     |          | <b>25,473.00</b>    | <b>33,629.00</b>    |
|                         | <b>Non-Current Assets</b>                    | <b>2,535.00</b>           | <b>7,906.00</b>     |          | <b>28,258.00</b>    | <b>36,164.00</b>    |
|                         | <b>TOTAL ASSET</b>                           | <b>100,705.00</b>         | <b>839,722.00</b>   |          | <b>(658,283.00)</b> | <b>181,439.00</b>   |
| <b>Group : [M]</b>      | <b>Accounts payable</b>                      |                           |                     |          |                     |                     |
| <b>Subgroup : None</b>  |  |                           |                     |          |                     |                     |
| 2010                    | Accounts Payable                             | (42,493.00)               | (19,269.00)         |          | (33,450.00)         | (62,719.00)         |
| 2011                    | Cal Card VISA                                | 0.00                      | 0.00                |          | 0.00                | 0.00                |
| <b>Subtotal : None</b>  |  | <b>(42,493.00)</b>        | <b>(19,269.00)</b>  |          | <b>(33,450.00)</b>  | <b>(62,719.00)</b>  |
| <b>Total [M]</b>        | <b>Accounts payable</b>                      | <b>(42,493.00)</b>        | <b>(19,269.00)</b>  |          | <b>(33,450.00)</b>  | <b>(62,719.00)</b>  |
| <b>Group : [N]</b>      | <b>Accrued Liabilities</b>                   |                           |                     |          |                     |                     |
| <b>Subgroup : None</b>  |  |                           |                     |          |                     |                     |
| 2350                    | Accrued Payroll                              | (14,080.00)               | 0.00                |          | (14,080.00)         | (14,080.00)         |
| <b>Subtotal : None</b>  |  | <b>(14,080.00)</b>        | <b>0.00</b>         |          | <b>(14,080.00)</b>  | <b>(14,080.00)</b>  |
| <b>Total [N]</b>        | <b>Accrued Liabilities</b>                   | <b>(14,080.00)</b>        | <b>0.00</b>         |          | <b>(14,080.00)</b>  | <b>(14,080.00)</b>  |
|                         | <b>Current Liabilities</b>                   | <b>(56,573.00)</b>        | <b>(19,269.00)</b>  |          | <b>(47,530.00)</b>  | <b>(66,799.00)</b>  |
| <b>Group : [L]</b>      | <b>Leases</b>                                |                           |                     |          |                     |                     |
| <b>Subgroup : None</b>  |  |                           |                     |          |                     |                     |
| 2400                    | Right of use - operating lease               | 0.00                      | 0.00                |          | (33,629.00)         | (33,629.00)         |
| <b>Subtotal : None</b>  |  | <b>0.00</b>               | <b>0.00</b>         |          | <b>(33,629.00)</b>  | <b>(33,629.00)</b>  |
| <b>Total [L]</b>        | <b>Leases</b>                                | <b>0.00</b>               | <b>0.00</b>         |          | <b>(33,629.00)</b>  | <b>(33,629.00)</b>  |
|                         | <b>Non-Current Liabilities</b>               | <b>0.00</b>               | <b>0.00</b>         |          | <b>(33,629.00)</b>  | <b>(33,629.00)</b>  |
|                         | <b>TOTAL LIABILITY</b>                       | <b>(56,573.00)</b>        | <b>(19,269.00)</b>  |          | <b>(81,159.00)</b>  | <b>(100,428.00)</b> |
| <b>Group : [U]</b>      | <b>Net Assets</b>                            |                           |                     |          |                     |                     |
| <b>Subgroup : [U01]</b> | <b>Restricted net assets</b>                 |                           |                     |          |                     |                     |
| <b>Subtotal [U01]</b>   | <b>Restricted net assets</b>                 | <b>0.00</b>               | <b>0.00</b>         |          | <b>0.00</b>         | <b>0.00</b>         |
| <b>Subgroup : [U02]</b> | <b>Unrestricted net assets</b>               |                           |                     |          |                     |                     |
| 2810                    | Retained Earnings                            | 305,099.00                | (44,456.00)         |          | 235,598.00          | 191,142.00          |
| 2820                    | Unrestricted Net Assets                      | (235,274.00)              | (235,274.00)        |          | 0.00                | (235,274.00)        |
| 3100                    | Opening Bal Equity                           | 0.00                      | (4,291.00)          |          | 4,291.00            | 0.00                |
| <b>Subtotal [U02]</b>   | <b>Unrestricted net assets</b>               | <b>69,825.00</b>          | <b>(284,021.00)</b> |          | <b>239,889.00</b>   | <b>(44,132.00)</b>  |
| <b>Subgroup : None</b>  |  |                           |                     |          |                     |                     |
| <b>Subtotal : None</b>  |  | <b>0.00</b>               | <b>0.00</b>         |          | <b>0.00</b>         | <b>0.00</b>         |
| <b>Total [U]</b>        | <b>Net Assets</b>                            | <b>69,825.00</b>          | <b>(284,021.00)</b> |          | <b>239,889.00</b>   | <b>(44,132.00)</b>  |
|                         | <b>Equity</b>                                | <b>69,825.00</b>          | <b>(284,021.00)</b> |          | <b>239,889.00</b>   | <b>(44,132.00)</b>  |

239,889.00 0.00

|                        |   |                     |                       |                    |                       |
|------------------------|---|---------------------|-----------------------|--------------------|-----------------------|
|                        | <b>NET (INCOME) LOSS</b>                                      | <b>(113,957.00)</b> | <b>(536,432.00)</b>   | <b>499,553.00</b>  | <b>(36,879.00)</b>    |
|                        | <b>TOTAL EQUITY</b>   | <b>(44,132.00)</b>  | <b>(820,453.00)</b>   | <b>739,442.00</b>  | <b>(81,011.00)</b>    |
|                        | <b>TOTAL LIABILITY AND EQUITY</b>                             | <b>(100,705.00)</b> | <b>(839,722.00)</b>   | <b>658,283.00</b>  | <b>(181,439.00)</b>   |
| <b>Group : [W01]</b>   | <b>Conferences workshops</b>                                  |                     |                       |                    |                       |
| <b>Subgroup : None</b> |   |                     |                       |                    |                       |
| 3000                   | Conferences_Workshops:District Negotiators Cert 2017          | 0.00                | 0.00                  | 0.00               | 0.00                  |
| 3001                   | Conferences_Workshops:District Negotiators Cert 2018          | 0.00                | 0.00                  | 0.00               | 0.00                  |
| 3002                   | Conferences_Workshops:District Negotiators Cert 2019          | 0.00                | 0.00                  | 0.00               | 0.00                  |
| 3003                   | Conferences_Workshops:District Negotiators Cert 2021          | (75,850.00)         | (29,100.00)           | 0.00               | (29,100.00)           |
| 3010                   | Conferences_Workshops   | 0.00                | (89,388.00)           | 90,013.00          | 625.00                |
| 3011                   | Conferences_Workshops:Other SEAC                              | 0.00                | (2,550.00)            | 0.00               | (2,550.00)            |
| <b>Subtotal : None</b> |   | <b>(75,850.00)</b>  | <b>(121,038.00)</b>   | <b>90,013.00</b>   | <b>(31,025.00)</b>    |
| <b>Total [W01]</b>     | <b>Conferences workshops</b>                                  | <b>(75,850.00)</b>  | <b>(121,038.00)</b>   | <b>90,013.00</b>   | <b>(31,025.00)</b>    |
| <b>Group : [W02]</b>   | <b>Direct Services</b>  |                     |                       |                    |                       |
| <b>Subgroup : None</b> |   |                     |                       |                    |                       |
| 4000                   | Direct Services:Consulting                                    | (110,631.00)        | (432,021.00)          | (90,013.00)        | (522,034.00)          |
| 4001                   | Direct Services:Health Benefits Advisory                      | (134,000.00)        | (129,788.00)          | 0.00               | (129,788.00)          |
| 4002                   | Direct Services:Governmental Relations                        | 0.00                | (15,600.00)           | 0.00               | (15,600.00)           |
| 4010                   | Direct Services   | 0.00                | (58,322.00)           | 0.00               | (58,322.00)           |
| 10000                  | Direct Services   | 0.00                | (34,576.00)           | 0.00               | (34,576.00)           |
| <b>Subtotal : None</b> |   | <b>(244,631.00)</b> | <b>(670,207.00)</b>   | <b>(90,013.00)</b> | <b>(760,226.00)</b>   |
| <b>Total [W02]</b>     | <b>Direct Services</b>  | <b>(244,631.00)</b> | <b>(670,207.00)</b>   | <b>(90,013.00)</b> | <b>(760,226.00)</b>   |
| <b>Group : [W03]</b>   | <b>Membership Revenue</b>                                     |                     |                       |                    |                       |
| <b>Subgroup : [01]</b> | <b>District Membership Dues</b>                               |                     |                       |                    |                       |
| 5000                   | 2015-2017 Dues  | 0.00                | 0.00                  | 0.00               | 0.00                  |
| 5001                   | Membership Revenue:District Membership Dues:2017-18 Dues      | 0.00                | 0.00                  | 0.00               | 0.00                  |
| 5002                   | Membership Revenue:District Membership Dues:2018-19 Dues      | 0.00                | 0.00                  | 0.00               | 0.00                  |
| 5003                   | Membership Revenue:District Membership Dues:2019-20 Dues      | 0.00                | 0.00                  | 0.00               | 0.00                  |
| 5004                   | Membership Revenue:Associate Membership Dues                  | 0.00                | 0.00                  | 0.00               | 0.00                  |
| 5005                   | Membership Revenue:District Membership Dues:2020-21 Dues      | (265,077.00)        | 0.00                  | 0.00               | 0.00                  |
| 5006                   | Membership Revenue:District Membership Dues:2021-22 Dues      | 0.00                | (263,843.00)          | 38,623.00          | (225,220.00)          |
| 5007                   | Membership Revenue:District Membership Dues:2022-23 Dues      | 0.00                | (309,055.00)          | 309,055.00         | 0.00                  |
| 5050                   | Membership Revenue  | 0.00                | (782.00)              | 0.00               | (782.00)              |
| <b>Subtotal [01]</b>   | <b>District Membership Dues</b>                               | <b>(265,077.00)</b> | <b>(573,680.00)</b>   | <b>347,678.00</b>  | <b>(226,002.00)</b>   |
| <b>Subgroup : None</b> |   | <b>0.00</b>         | <b>0.00</b>           | <b>0.00</b>        | <b>0.00</b>           |
| <b>Subtotal : None</b> |   | <b>0.00</b>         | <b>0.00</b>           | <b>0.00</b>        | <b>0.00</b>           |
| <b>Total [W03]</b>     | <b>Membership Revenue</b>                                     | <b>(265,077.00)</b> | <b>(573,680.00)</b>   | <b>347,678.00</b>  | <b>(226,002.00)</b>   |
| <b>Group : [W04]</b>   | <b>PPP Loan</b>   |                     |                       |                    |                       |
| <b>Subgroup : None</b> |   |                     |                       |                    |                       |
| 5009                   | Payroll Protection Program                                    | (41,495.00)         | 0.00                  | 0.00               | 0.00                  |
| 5010                   | PPP Loan  | 0.00                | 0.00                  | 0.00               | 0.00                  |
| <b>Subtotal : None</b> |   | <b>(41,495.00)</b>  | <b>0.00</b>           | <b>0.00</b>        | <b>0.00</b>           |
| <b>Total [W04]</b>     | <b>PPP Loan</b>   | <b>(41,495.00)</b>  | <b>0.00</b>           | <b>0.00</b>        | <b>0.00</b>           |
| <b>Group : [W05]</b>   | <b>Sponsorships</b>   |                     |                       |                    |                       |
| <b>Subgroup : None</b> |   |                     |                       |                    |                       |
| 5011                   | Sponsorships  | 0.00                | (250.00)              | 0.00               | (250.00)              |
| <b>Subtotal : None</b> |   | <b>0.00</b>         | <b>(250.00)</b>       | <b>0.00</b>        | <b>(250.00)</b>       |
| <b>Total [W05]</b>     | <b>Sponsorships</b>   | <b>0.00</b>         | <b>(250.00)</b>       | <b>0.00</b>        | <b>(250.00)</b>       |
| <b>Group : [W06]</b>   | <b>Miscellaneous Income</b>                                   |                     |                       |                    |                       |
| <b>Subgroup : None</b> |   |                     |                       |                    |                       |
| 5012                   | Miscellaneous Income  | 0.00                | 0.00                  | (250.00)           | (250.00)              |
| 5020                   | Sales of Product Income                                       | 0.00                | (25,149.00)           | 25,149.00          | 0.00                  |
| 7042                   | Credit  | 0.00                | (42.00)               | 0.00               | (42.00)               |
| <b>Subtotal : None</b> |   | <b>0.00</b>         | <b>(25,191.00)</b>    | <b>24,899.00</b>   | <b>(292.00)</b>       |
| <b>Total [W06]</b>     | <b>Miscellaneous Income</b>                                   | <b>0.00</b>         | <b>(25,191.00)</b>    | <b>24,899.00</b>   | <b>(292.00)</b>       |
|                        | <b>Revenues</b>   | <b>(627,053.00)</b> | <b>(1,390,366.00)</b> | <b>372,577.00</b>  | <b>(1,017,789.00)</b> |
|                        | <b>TOTAL REVENUE</b>  | <b>(627,053.00)</b> | <b>(1,390,366.00)</b> | <b>372,577.00</b>  | <b>(1,017,789.00)</b> |
| <b>Group : [X001]</b>  | <b>Membership</b>   |                     |                       |                    |                       |
| <b>Subgroup : None</b> |   |                     |                       |                    |                       |
| 6000                   | Banking:Service Charge  | 169.00              | 100.00                | 0.00               | 100.00                |
| 6030                   | Contribution - Charity  | 0.00                | 0.00                  | 0.00               | 0.00                  |
| 6050                   | Dues/Membership Expense                                       | 0.00                | 0.00                  | 0.00               | 0.00                  |
| 6060                   | Insurance:Errors & Omissions                                  | 0.00                | 0.00                  | 0.00               | 0.00                  |
| 6061                   | Insurance:Workers Comp  | 1,120.00            | 5,898.00              | 0.00               | 5,898.00              |
| 6062                   | Insurance:Liability   | 0.00                | 1,273.00              | 0.00               | 1,273.00              |
| 6080                   | Marketing:Printing/Reproduction                               | 0.00                | 0.00                  | 0.00               | 0.00                  |
| 6091                   | Marketing   | 9,481.00            | 6,072.00              | 0.00               | 6,072.00              |
| 6092                   | Marketing:Graphic Design                                      | 0.00                | 1,957.00              | 0.00               | 1,957.00              |
| 700                    | Office Supplies   | 0.00                | 0.00                  | 0.00               | 0.00                  |
| 7000                   | Office Supplies   | 2,365.00            | 3,681.00              | (781.00)           | 2,900.00              |
| 7001                   | Staff Travel Expense  | 0.00                | 4,036.00              | 0.00               | 4,036.00              |
| 7002                   | Staffing Expense Reimbursement                                | 137.00              | 5,576.00              | 0.00               | 5,576.00              |
| 7003                   | Postage and Delivery  | 665.00              | 1,840.00              | 0.00               | 1,840.00              |
| 7004                   | Staff Travel Expense:CHCC Expenses (deleted):Lodging          | 0.00                | 533.00                | 0.00               | 533.00                |
| 7005                   | Staff Travel Expense:Staff Mtg Expenses                       | 0.00                | 273.00                | 0.00               | 273.00                |
| 7006                   | Staff Travel Expense:Travel Expense/Airfare                   | 0.00                | (1,644.00)            | 0.00               | (1,644.00)            |
| 7015                   | Miscellaneous Expense:Licenses/Permits                        | 0.00                | 293.00                | 0.00               | 293.00                |
| 7016                   | Office Relocation Expense                                     | 0.00                | 1,028.00              | 0.00               | 1,028.00              |
| 7019                   | Mileage   | 0.00                | 901.00                | 0.00               | 901.00                |
| 7030                   | Telecommunications  | 22,291.00           | 16,365.00             | 0.00               | 16,365.00             |
| 7031                   | Telecommunications:Internet Services                          | 0.00                | 176.00                | 0.00               | 176.00                |
| 7032                   | Telecommunications:Network Services                           | 0.00                | 750.00                | 0.00               | 750.00                |
| 7033                   | Telecommunications:Telephone Service                          | 0.00                | 3,128.00              | 0.00               | 3,128.00              |
| 9000                   | Bad Debt Expense  | 0.00                | 0.00                  | 0.00               | 0.00                  |
| <b>Subtotal : None</b> |   | <b>36,198.00</b>    | <b>52,236.00</b>      | <b>(781.00)</b>    | <b>51,455.00</b>      |
| <b>Total [X001]</b>    | <b>Membership</b>   | <b>36,198.00</b>    | <b>52,236.00</b>      | <b>(781.00)</b>    | <b>51,455.00</b>      |
| <b>Group : [X002]</b>  | <b>Conferences and workshops</b>                              |                     |                       |                    |                       |
| <b>Subgroup : None</b> |   |                     |                       |                    |                       |
| 8010                   | Conferences/Workshops-Other:SDNCP 2017                        | 0.00                | 0.00                  | 0.00               | 0.00                  |
| 8011                   | Conferences/Workshops-Other:SDNCP 2018                        | 0.00                | 0.00                  | 0.00               | 0.00                  |
| 8012                   | Conferences/Workshops-Other:SDNCP 2019                        | 4,350.00            | 0.00                  | 0.00               | 0.00                  |
| 8013                   | Conferences/Workshops-Other:SDNCP 2021                        | 27,856.00           | 13,776.00             | 0.00               | 13,776.00             |
| 8014                   | Conferences/Workshops-Other                                   | 0.00                | 2,852.00              | 0.00               | 2,852.00              |
| 8015                   | Conferences/Workshops-Other:SNCTP (deleted)                   | 0.00                | 1,000.00              | 0.00               | 1,000.00              |
| 8016                   | Conferences/Workshops-Other:Conferences/Workshops-Other SDNCP | 0.00                | 1,179.00              | 0.00               | 1,179.00              |

|                        |   |                     |                     |                   |                    |
|------------------------|---|---------------------|---------------------|-------------------|--------------------|
| 6017                   | Conferences/Workshops-Other/Travel expense                        | 0.00                | 908.00              | 0.00              | 908.00             |
| <b>Subtotal : None</b> |   | <b>32,206.00</b>    | <b>19,715.00</b>    | <b>0.00</b>       | <b>19,715.00</b>   |
| <b>Total [X002]</b>    | <b>Conferences and workshops</b>                                  | <b>32,206.00</b>    | <b>19,715.00</b>    | <b>0.00</b>       | <b>19,715.00</b>   |
| <b>Group : [X003]</b>  | <b>Consulting</b>   |                     |                     |                   |                    |
| <b>Subgroup : None</b> |   |                     |                     |                   |                    |
| 6040                   | Direct Services Exp:Consulting Svs                                | 152,517.00          | 462,354.00          | 125,902.00        | 588,256.00         |
| 6042                   | Direct Services Exp:Regional Consultants:Exp Reimb                | 0.00                | 1,984.00            | 0.00              | 1,984.00           |
| 7012                   | Professional Services:Consultant                                  | 0.00                | 2,675.00            | 0.00              | 2,675.00           |
| <b>Subtotal : None</b> |   | <b>152,517.00</b>   | <b>467,013.00</b>   | <b>125,902.00</b> | <b>592,915.00</b>  |
| <b>Total [X003]</b>    | <b>Consulting</b>   | <b>152,517.00</b>   | <b>467,013.00</b>   | <b>125,902.00</b> | <b>592,915.00</b>  |
| <b>Group : [X004]</b>  | <b>Governmental relations</b>                                     |                     |                     |                   |                    |
| <b>Subgroup : None</b> |   |                     |                     |                   |                    |
| 6021                   | Contracted Services:Governmental Relations                        | 27,500.00           | 30,000.00           | 0.00              | 30,000.00          |
| 6022                   | Governmental Relations - Other                                    | 0.00                | 0.00                | 0.00              | 0.00               |
| <b>Subtotal : None</b> |   | <b>27,500.00</b>    | <b>30,000.00</b>    | <b>0.00</b>       | <b>30,000.00</b>   |
| <b>Total [X004]</b>    | <b>Governmental relations</b>                                     | <b>27,500.00</b>    | <b>30,000.00</b>    | <b>0.00</b>       | <b>30,000.00</b>   |
| <b>Group : [X005]</b>  | <b>General Administration</b>                                     |                     |                     |                   |                    |
| <b>Subgroup : None</b> |   |                     |                     |                   |                    |
| 6018                   | Contracted Services   | 0.00                | 5,000.00            | 0.00              | 5,000.00           |
| 6019                   | Contracted Services:Audit   | 5,400.00            | 8,400.00            | 0.00              | 8,400.00           |
| 6020                   | Contracted Services:Accounting Service                            | 3,800.00            | 2,875.00            | 0.00              | 2,875.00           |
| 6023                   | Contracted Services:Independent Contractors:Expense Reimbursement | 0.00                | 94.00               | 0.00              | 94.00              |
| 6024                   | Contracted Services:Payroll Services                              | 0.00                | 17.00               | 0.00              | 17.00              |
| 6025                   | Contracted Services:Payroll Services:Payroll Expenses             | 0.00                | 352.00              | 0.00              | 352.00             |
| 6039                   | Direct Services Exp   | 0.00                | 4,977.00            | 1,855.00          | 6,832.00           |
| 6041                   | Direct Services Exp:Health Benefit Advisory                       | 0.00                | 0.00                | 0.00              | 0.00               |
| 7011                   | Professional Services:Accounting                                  | 0.00                | 18,766.00           | 0.00              | 18,766.00          |
| 7020                   | Staffing:Payroll Asst Dir Salary                                  | 44,864.00           | 41,056.00           | 0.00              | 41,056.00          |
| 7021                   | Staffing:Payroll Executive Assistant                              | 46,400.00           | 33,265.00           | 0.00              | 36,258.00          |
| 7022                   | Staffing:Payroll Executive Director                               | 77,684.00           | 70,628.00           | 0.00              | 70,628.00          |
| 7023                   | Staffing:Payroll Taxes/Deductions                                 | 49,605.00           | 58,389.00           | 0.00              | 58,389.00          |
| 7024                   | Staffing:Temporary Personnel                                      | 0.00                | 0.00                | 0.00              | 0.00               |
| 7025                   | Payroll Expense   | 0.00                | 0.00                | 0.00              | 0.00               |
| 7026                   | Staffing:Payroll Executive Director:Salary (deleted):Salary       | 0.00                | 2,993.00            | 0.00              | 0.00               |
| 7027                   | Staffing:Payroll Taxes/Deductions:Payroll Processing Fee          | 0.00                | 0.00                | 0.00              | 0.00               |
| 7041                   | Utilities (deleted):Service Fees                                  | 0.00                | 0.00                | 0.00              | 0.00               |
| 9100                   | Depreciation Expense  | 0.00                | 0.00                | 0.00              | 0.00               |
| <b>Subtotal : None</b> |   | <b>227,763.00</b>   | <b>248,812.00</b>   | <b>1,855.00</b>   | <b>248,667.00</b>  |
| <b>Total [X005]</b>    | <b>General Administration</b>                                     | <b>227,763.00</b>   | <b>248,812.00</b>   | <b>1,855.00</b>   | <b>248,667.00</b>  |
| <b>Group : [X006]</b>  | <b>Facility rents and leases</b>                                  |                     |                     |                   |                    |
| <b>Subgroup : None</b> |   |                     |                     |                   |                    |
| 6070                   | Leases:Copier   | 3,623.00            | 3,542.00            | 0.00              | 3,542.00           |
| 6071                   | Leases:Office   | 31,442.00           | 34,159.00           | 0.00              | 34,159.00          |
| 6080                   | Maintenance/Repairs:Copier  | 0.00                | 0.00                | 0.00              | 0.00               |
| <b>Subtotal : None</b> |   | <b>35,065.00</b>    | <b>37,701.00</b>    | <b>0.00</b>       | <b>37,701.00</b>   |
| <b>Total [X006]</b>    | <b>Facility rents and leases</b>                                  | <b>35,065.00</b>    | <b>37,701.00</b>    | <b>0.00</b>       | <b>37,701.00</b>   |
| <b>Group : [X11]</b>   | <b>Other Expenses</b>   |                     |                     |                   |                    |
| <b>Subgroup : None</b> |   |                     |                     |                   |                    |
| 6099                   | Capital Expenditures:Equipment:Computers                          | 1,847.00            | 0.00                | 0.00              | 0.00               |
| 7040                   | Uncategorized Expense   | 0.00                | 457.00              | 0.00              | 457.00             |
| <b>Subtotal : None</b> |   | <b>1,847.00</b>     | <b>457.00</b>       | <b>0.00</b>       | <b>457.00</b>      |
| <b>Total [X11]</b>     | <b>Other Expenses</b>   | <b>1,847.00</b>     | <b>457.00</b>       | <b>0.00</b>       | <b>457.00</b>      |
| <b>Group : [X99]</b>   | <b>Ungrouped</b>  |                     |                     |                   |                    |
| <b>Subgroup : None</b> |   |                     |                     |                   |                    |
| <b>Subtotal : None</b> |   | <b>0.00</b>         | <b>0.00</b>         | <b>0.00</b>       | <b>0.00</b>        |
| <b>Total [X99]</b>     | <b>Ungrouped</b>  | <b>0.00</b>         | <b>0.00</b>         | <b>0.00</b>       | <b>0.00</b>        |
|                        | <b>Operating Expenses</b>   | <b>513,096.00</b>   | <b>853,934.00</b>   | <b>126,876.00</b> | <b>980,910.00</b>  |
|                        | <b>TOTAL EXPENSE</b>  | <b>513,096.00</b>   | <b>853,934.00</b>   | <b>126,876.00</b> | <b>980,910.00</b>  |
|                        | <b>NET (INCOME) LOSS</b>  | <b>(113,957.00)</b> | <b>(536,432.00)</b> | <b>499,553.00</b> | <b>(36,879.00)</b> |
|                        | <b>Sum of Account Groups*</b>                                     | <b>0.00</b>         | <b>0.00</b>         | <b>0.00</b>       | <b>0.00</b>        |

\* The Sum of Account Groups total does not include any groups assigned to the MEM classification.

### Report to Management

To the Management of  
School Employers Association of California

In planning and performing our audit of the basic financial statements of School Employers Association of California ("Organization") as of and for the year ended June 30, 2022, in accordance with auditing standards generally accepted in the United States of America and the State Controller's Minimum Audit Requirements and Reporting guidelines for California Special Districts, we considered the Organization's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the Organization's financial statements will not be prevented or detected and corrected on a timely basis. A reasonable possibility exists when the likelihood of an event occurring is either reasonably possible or probable as defined as follows:

- *Reasonably possible.* The chance of the future event or events occurring is more than remote but less than likely.
- *Probable.* The future event or events are likely to occur.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses and, therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses.

We have identified certain matters involving the internal control and other operational matters that are not considered significant deficiencies or material weaknesses. These matters do not affect our report dated March 7, 2023, on the financial statements of the Organization. We will review the status of these comments during our next audit engagement. Our comments and recommendations, all of which have been discussed with appropriate members of management, are intended to improve the internal control or result in other operating efficiencies.





Our comments are summarized as follows:

***Prior Year Audit Adjustments***

Condition

We noted that the prior year audit adjustments were not recorded. When audit adjustments are not properly recorded, the financial information provided to management and those charged with governance may not be accurate or correct.

Recommendation

We recommend all proposed and accepted audit adjustments be recorded in the general ledger.

***Stale Dated Transactions – Accounts Payable Aging***

Condition

During our audit, we noted that there are no documents accurately specifying the terms of the accounts payable between SEAC and several related entities. The accounts payable are not being maintained properly, which can lead to financial information provided to management and those charged with governance may not be accurate or correct.

Recommendation

We recommend that the stale dated transactions (past 6 months) be removed to assure that the financial information provided be accurate or correct.

We believe that the implementation of these recommendations will provide the Organization with a stronger system of internal control while also making its operations more efficient. We will be happy to discuss the details of these recommendations with you at your convenience.

This communication is intended solely for the information and use of management, others within the Organization, and any specified governmental authorities to which we are required to report and is not intended to be, and should not be, used by anyone other than these specified parties.

The purpose of this communication is solely to describe the scope of our testing of internal control over financial reporting and the results of that testing. Accordingly, this communication is not suitable for any other purpose.

*Smith, Marion & Co.*

March 7, 2023  
Redlands, CA

Attachment 2



CAPITOL ADVISORS  
GROUP, LLC

Legislative Report

SEAC Board Meeting

Monday, April 17, 2023



## SEAC Board Meeting

Monday, April 17, 2023

### *Position Recommendations*

A list of major HR-related and other high-profile legislation with position recommendations.

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**[AB 247](#)** (Muratsuchi)

**School facilities**

*Position: Support*

**Education finance: school facilities: Kindergarten Through Community College Public Education Facilities Bond Act 2024.**

This bill would establish the Kindergarten Through Community College Public Education Facilities Bond Act of 2024, for an unspecified amount, to be placed on a ballot in 2024. If passed by the voters, would require the proceeds from the sale of bonds issued and sold to be allocated for the following purposes:

1. New construction of school facilities of applicant school districts. Of the amount allocated, requires up to 10% to be available to small school districts;
2. Modernization of school facilities. Of the amount allocated, requires up to 10% to be available to small school districts;
3. Replacement of facilities that are at least 50 years old;
4. Remediation of lead in water;
5. Providing school facilities to charter schools;
6. Facilities for career technical education programs; and
7. Projects to address climate change impacts on school facilities.

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**[AB 897](#)** (McCarty)

**Probationary employees**

*Position: Oppose*

**Certificated school employees: probationary employees: service credit.**

This bill, beginning July 1, 2024, would require probationary employees who work at least 60% of a full-time assignment and serve at least 75% of the required days or hours to be deemed as having served a complete school year.

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**[AB 1433](#)** (Fong)

**Substitute teachers**

*Position: Support*

**Substitute teacher: days of service.**

This bill would, until July 1, 2024, authorize any holder of a credential or permit issued by the commission that authorizes the holder to substitute teach in a general, special, or career technical education assignment to serve in a substitute teaching assignment aligned with their authorization, including for staff vacancies, for up to 60 cumulative days for any one assignment.

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**[AB 1699](#)** (McCarty)

**Part-time/full-time vacancies**

*Position: Oppose*

**K-14 classified employees: part-time or full-time vacancies: public postings.**

This bill would require any vacancies for part-time or full-time positions to be open only to current regular and hourly employers before the vacancy may be posted publicly for the general public to apply. The bill would also require an interested part-time employee who does not meet the minimum qualifications for a vacancy to be offered paid on-the-job training for that vacancy.

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**[SB 645](#)** (Ochoa Bogh)

**Administrator to teacher ratio**

*Position: Support*

**School finance: administration employees to teacher ratio.**

This bill would exempt a small number of small school district administrators from the administrator to teacher ratio cap, based on the following stratified basis:

- (1) A school district that has an average daily attendance of fewer than 100—the Superintendent.
- (2) A school district that has an average daily attendance of 100 or more, but fewer than 250—the Superintendent and one additional administrative employee.
- (3) A school district that has an average daily attendance of 250 or more, but fewer than 750—the Superintendent and two additional administrative employees.
- (4) A school district that has an average daily attendance of 750 or more, but fewer than 1,500—the Superintendent and three additional administrative employees.
- (5) A school district that has an average daily attendance of 1,500 or more, but no more than 2,500—the Superintendent and four additional administrative employees.

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**[SB 765](#)** (Portantino)

**Retired teachers**

*Position: Support*

**Teachers: retired teachers: teacher preparation: student financial aid.**

This bill would authorize a member retired from service to perform retired member activities, notwithstanding the 180 calendar days compensation limitation, if a request for exemption containing specified information is submitted to CalSTRS. This bill's authorization to perform retirement member activities does not apply if a member has not attained a normal retirement age, if the member's termination of employment is the basis for the need to acquire the services of the member, or if a member received additional service credit or any financial inducement to retire.

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## ***Other Bills of Interest***

A list of other major HR-related bills that SEAC is tracking.

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**[AB 383](#)** (Zbur)

**Leaves of absences**

**California Classified School Employee Teacher Credentialing Program: leave of absence for student teaching.**

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On or after January 1, 2024, this bill would require participants in the California Classified School Employee Teacher Credentialing Program to be entitled to a leave of up to 600 hours for the purpose of completing a student teaching requirement as required by a teacher training program. The bill would also provide that a participating LEA must provide a participant, upon the participant's request, with a stipend during the leave that is equal to the participant's regular wages and shall continue to pay for any benefits during the leave.

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**[AB 472](#)** (Wicks)  
Leaves of absences

**Classified school district and community college employees: compulsory leaves of absence: compensation.**

This bill would clarify that the current authority of a school district governing board to grant leaves of absence and vacations with or without pay applies only to voluntary leaves of absence and vacations. For when a school district places an employee on an involuntary leave of absence during a period where the employee is charged with a criminal offense, is under investigation, or is waiting due to administrative delay for necessary job-related administrative determinations, the bill would instead require the school district, upon the conclusion of proceedings in favor of the employee, to pay the employee's full compensation for the period of the involuntary leave or absence, once the employee returns to service in the district.

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**[AB 575](#)** (Papan)  
Employee leave

**Paid family leave.**

This bill would make changes to how individuals can access benefits under the state Paid Family Leave (PFL) program, including expanding the PFL program to allow individuals to access PFL benefits for the purpose of bonding with a minor child within one year of assuming responsibilities of a child in loco parentis, deleting the restriction that an individual is not eligible for PFL benefits if another family member is ready, willing, and able and available for the same period of time in a day to provide the required care, and deleting the authorization for an employer to require an employee to take two weeks of vacation leave before accessing PFL benefits.

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**[AB 757](#)** (Cervantes)  
Out-of-state teachers

**Teacher credentialing: out-of-state prepared teachers.**

This bill would eliminate the provision that authorizes the CTC to require an out-of-state preliminary teaching credential applicant to meet California subject matter requirements before issuing a clear credential and would instead require the CTC to issue a preliminary multiple subject teaching credential to an out-of-state prepared teacher in general education and issue a preliminary education specialist credential in mild to moderate support needs to an out-of-state prepared teacher in special education. The bill would also eliminate the requirement that an out-of-state applicant meet the basic skills proficiency requirement within one year of the date the credential is issued.

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**[AB 938](#)** (Muratsuchi)  
LCFF

**Education finance: local control funding formula: base grants: classified and certificated staff salaries.**

The bill would also require CDE, by July 1, 2024, to update a salary and benefit schedule form to include salary data collection for classified school staff assigned to a schoolsite or sites in the same manner as that data is collected for certificated staff assigned to a schoolsite or sites, and to call this updated form the Salary and Benefit Schedule for the Bargaining Units (Form J-90). The bill would require school districts, COEs, and charter schools, by September 1, 2024, and annually thereafter, to complete the Form J-90 for classified and certificated staff assigned to a schoolsite or sites and report the Form J-90 to CDE.

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This bill would also establish new LCFF target grade span-adjusted base grant funding levels and declare the Legislature's intent to fully fund the LCFF target base grants over seven years, with full implementation in 2030-31, and with the intent that the funding be used to increase salaries for classified and certificated staff working at schoolsites in school districts, COES, and charter schools by 50% by the 2030-31.

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**[AB 1273](#)** (Bonta)

**Classified staffing ratios**

**Classified employees: Classified Employee Staffing Ratio Workgroup.**

This bill would require CDE, in consultation with the Division of Occupational Safety and Health, the Department of Industrial Relations, the Labor Commissioner, representatives of employee organizations, and the University of California, Los Angeles Labor Center, to convene the Classified Employee Staffing Ratio Workgroup on or before December 31, 2024. The bill would require the workgroup to group classified assignments in a reasonable manner that reflects the environmental setting of the assignment, the type of work to be completed, the impact on the assignment made by enrollment at a schoolsite, specialized needs, including certifications or licenses, and other reasonable factors, and to recommend reasonable staffing ratios per grouping, as specified. The bill would require the workgroup to report its recommendations to the Legislature on or before December 31, 2025.

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**[AB 1530](#)** (Ortega)

**Exclusive representatives**

**Public employment: communication with exclusive representatives.**

This bill would require public employers to ensure recognized exclusive representatives have safe or trusted email sender access, and would prohibit public employers from using technology to interfere with or prevent email communications between public employees and their recognized representatives.

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**[SB 399](#)** (Wahab)

**Employer communications**

**Employer communications: intimidation.**

This bill would prohibit an employer from requiring its employees to attend an employer-sponsored meeting or participate in any communications with the employer or its agents or representatives, the purpose of which is to communicate the employer's opinion about religious matters, political matters, or certain rights guaranteed by the United States Constitution and California Constitution. The bill would exempt from this prohibition an educational institution requiring a student or instructor to attend lectures on political or religious matters that are part of the regular coursework at the institution.

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**[SB 433](#)** (Cortese)

**Disciplinary hearings**

**Classified school and community college employees: disciplinary hearings: impartial third-party hearing officers.**

This bill would require an impartial third-party hearing officer, paid by the school district and jointly selected by the district and the employee or their employee organization, to determine whether sufficient cause exists for disciplinary action against a permanent employee, unless the employee organization and the school district or community college district enter into a collective bargaining agreement providing an alternative method of determining cause.

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**[SB 700](#)** (Bradford)

**Hiring**

**Employment discrimination: cannabis use.**

This bill would make it unlawful for an employer to request information from an applicant for employment relating to the applicant's prior use of cannabis.

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**[SB 848](#)** (Rubio)

**Employee leave**

**Employment: leave for loss related to reproduction or adoption.**

This bill would make it an unlawful employment practice for an employer to refuse to grant a request by an eligible employee to take up to 5 days of reproductive loss leave following certain events, including a miscarriage, unsuccessful assisted reproduction, or failed adoption. The bill would require that leave be taken within 3 months of the event and pursuant to any existing leave policy of the employer. In the absence of an existing policy, the bill provides that the reproductive loss leave may be unpaid. However, the bill would also authorize an employee to use certain other leave balances otherwise available to the employee, including accrued and available paid sick leave.

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