



Board of Directors Meeting

AGENDA

Date: June 21, 2024

Time: 8:30 AM

Place: Zoom

<https://us02web.zoom.us/j/9124257384>

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 – 24 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.

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5. Legislative Update from Capitol Advisors

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

Recommendation

Receive for information and comment.

LEGISLATIVE SESSION: *For Action Items Requiring Board Action*

The Board of Directors is in legislative session to act on items that are on the agenda. No action may be taken on any other items at this meeting. The chair presides, and Robert’s Rules of Order are in effect.⁴

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6. Contract with the Executive Director for 2024-25

The Board will consider extending the Contract with the Executive Director for the 2024-2025 fiscal year.

Recommendation

Approve the Contract Extension.

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7. Proposed Annual Budget

The Board will review the proposed 2024-25 Annual Budget which reflects an increase in consulting hourly rates as well as a \$1 per month increase for the Executive Director and Board Travel to the Legislative Action Day.

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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 April 22 2024 Board Meeting

8B Next Board Meeting Date and Locations

September 13, 2024 8:30 AM Zoom
December 6, 2024 3:30 PM CSBA Anaheim

Recommendation

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9. Adjournment

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School Employers Association of California

BR-1

To: Board of Directors
From: John Roach
Subject: Activity Reports
Date: June 21, 2024

Background Information:

The Executive Director and the Assistant Executive Director provide an activity report at each board meeting. The report covers the period December 1, 2023 through April 22, 2024.

From the Executive Director

Since the Board meeting in April SEAC has remained busy.

There is no change in our remote work. There are no plans to return to an office. I communicate by text and telephone with Arline Breslin who serves as Administrative Assistant. Arline manages 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 in Carlsbad 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.

I continue thinking about a succession plan. I am in my fifth year as Executive Director. I am 73 and in excellent health. Over the next couple of years, I would like to plan with you how you would like to have SEAC led and managed when I or you decide it is time for a change. On the agenda today is an item to hire me again for another year at an increase of one dollar per month.

The HR Roundtable began this past Tuesday. Cindy Frazee will be running this monthly Zoom for HR administrators working from the HR calendar and inviting Louise and other consultants to be guests on that show.

In May and earlier in June I notified our consultants that they will be increased from \$125 to \$150 per hour when providing direct assistance to districts. This is necessary to keep them aligned with SEAC and not heading off on their own or to other agencies. ACSA is increasing rates for EdCal advertising. We worked on the 24-25 budget to include these costs as well as the costs for travel and hotel for Board member

reimbursement to attend the Sacramento meeting in April for Legislative Action Day. Arline and I will have the SEAC website ready to accept SDNCP registrations by July 1, 2024.

From the Assistant Executive Director

April

General Activity

- 2023-24 Negotiators Certification Program – preparation for Collaborative Bargaining Simulation and Graduation
- 2024-25 Negotiators Certification Program – schedule & presenter confirmations
- Coordinate request for workshop & coaching for Team Building for Calbright College
- Response to Del Norte JUSD for facilitator & training
- Response to Poway USD for facilitator
- School district negotiations facilitation (Interest-Based Bargaining - IBB)

April 22-23: SEAC Board Meeting/Lobby Day

April 25: Facilitation of Negotiations, Victor Elementary School District (IBB)

April 26: Negotiators Certification Program B – Session 9 - Graduation

May

General Activity

- 2024-25 Negotiators Certification Program – schedule & presenter confirmations
- Coordinate request for fiscal dept consultant for Calbright College
- Response to Lemon Grove SD for IBB training
- School district negotiations facilitation (Interest-Based Bargaining - IBB)

May 9: Facilitation of Negotiations, Victor Elementary School District (IBB)

May 14: Facilitation of Negotiations, Victor Elementary School District (IBB)

May 16: Facilitation of Negotiations, Fontana Unified School District (IBB)
– settlement for year

May 23: Facilitation of Negotiations, Victor Elementary School District (IBB)
– settlement for year; 2-year compensation (2023-24; 2024-25)

June

General Activity

- 2024-25 Negotiators Certification Program – preparation for announcement of program
- Coordinate request for fiscal dept consultant for Calbright College
- Response to Lemon Grove SD for IBB training
- Response to Gilroy USD for Best Practices Workshop

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: June 21, 2024

Background Information:

Invoices for Membership in the SEAC JPA were sent to districts by May 31, 2024.
Total Billed: \$ 236,735.00

ABC Unified School District	Mountain View School District - El Monte
Acton-Agua Dulce Unified School District	Mt. Diablo Unified School District
Antelope Valley Union High School District	National School District
Apple Valley Unified School District	Natomas Unified School District
Arcadia Unified School District	Nevada Joint Union High SD
Armona Union Elementary School District	Newark Unified School District
Atwater Elementary School District	Newhall School District
Azusa Unified School District	Newport-Mesa Unified School District
Baker Valley School District	Norwalk-La Mirada Unified School District
Baldwin Park Unified School District	Ocean View School District
Barstow Unified School District	Ojai Unified School District
Bear Valley Unified School District	Pacific Grove Unified School District
Bellflower Unified School District	Pajaro Valley Unified School District
Beverly Hills Unified School District	Paradise Unified School District
Butte County Office of Education	Paramount Unified School District
Calaveras Unified School District	Planada School District
Calbright College	Pomona Unified School District
Castaic Union School District	Red Bluff Union Elem School District
Centinela Valley Union High School Dist.	Redondo Beach City Unified School Dist.
Compton Unified School District	Richfield Elementary School District
Corona-Norco Unified School District	Ripon Unified School District
Culver City Unified School District	Rosemead School District
Del Norte County Schools	Rowland Unified School District
Duarte Unified School District	Saddleback Valley Unified School District
El Monte City Elementary School District	Salinas City School District
El Segundo Unified School District	San Benito High School District
Enterprise Elementary School District	San Bernardino Community College
Fairfield-Suisun Unified School District	San Joaquin County Office of Education
Fallbrook Union High School District	San Marino Unified School District
Fillmore Unified School District	San Rafael City Schools
Folsom Cordova Unified School District	Santa Clara County Office of Education

Fontana Unified School District
Glendale Unified School District
Glendora Unified School District
Glenn County Office of Education
Guadalupe Union School District
Hawthorne School District
Hilmar Unified School District
Kernville Union School District
Kings County Office of Education
Lake County Office of Education
Lawndale Elementary School District
Le Grand Union High School District
Lennox School District
Long Beach Unified School District
Lost Hills Union School District
Luther Burbank School District
Lynwood Unified School District
Madera County Superintendent of Schools
Merced City School District
Monterey County Office of Education

Santa Clarita Valley School Food Services Agency
Santa Monica-Malibu Unified School Dist.
Saugus Union School District
Simi Valley Unified School District
South Whittier School District
Sulphur Springs School District
Summerville Elementary School District
Sweetwater Union High School District
Temple City Unified School District
Tustin Unified School District
Upland Unified School District
Valle Lindo School District
Ventura County Office of Education
Victor Elementary School District
Walnut Valley Unified School District
West Contra Costa Unified School District
West Covina Unified School District
Westminster School District
William S. Hart Union High School Dist.
Wiseburn School District

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: June 21, 2024

Background Information

The Board is provided with periodic Financial Reports. This report represents this year from July 1, 2023, through April 14, 2024.

Brett McFadden began reviewing our financial reports beginning with the 2022 fiscal year and will continue doing so for the immediate future. The monthly QuickBooks Reconciliation Report and the Wells Fargo Monthly Statements are each provided to Brett every month.

School Employers Association of California Profit and Loss

July 1, 2023 - June 14, 2024

	<u>Total</u>
Income	
Conferences_Workshops	
SDNCP Workshop	96,250.00
Total Conferences_Workshops	\$ 96,250.00
Corporate Reimbursements	5,136.52
Direct Services	810,211.57
Interest	517.23
Miscellaneous Income	617.52
Services	72,149.71
Unapplied Cash Payment Income	66.42
Uncategorized Income	6,311.16
Total Income	\$ 1,217,519.13
Gross Profit	\$ 1,217,519.13
Expenses	
Advertising	1,539.00
Banking	15,000.00

Capital Expenditures		
Equipment		
Computers		270.61
Total Equipment	\$	270.61
Total Capital Expenditures	\$	270.61
Conference - Summits		479.00
Conferences/Workshops-Other		5,052.65
Board Meeting		7,525.67
Total Conferences/Workshops-Other	\$	12,578.32
Contracted Services		
Audit		10,100.00
Governmental Relations		30,000.00
Independent Contractors		
Professional Fees		150.00
Total Independent Contractors	\$	150.00
Total Contracted Services	\$	40,250.00
Direct Services Exp		532,420.29
Consulting Svs		50,000.00
Regional Consultants		
Exp Reimb		750.00
Total Regional Consultants	\$	750.00
Total Direct Services Exp	\$	583,170.29
Dues/Membership Expense		-8,217.50
Insurance		1,144.50
Workers Comp		689.20
Total Insurance	\$	1,833.70
Marketing		6,450.00
Mileage		15,786.43
Miscellaneous Expense		
Licenses/Permits		1,005.42
Total Miscellaneous Expense	\$	1,005.42
Office Supplies		55.87
Payroll Expenses		
Taxes		14,753.38
Wages		188,462.25
Total Payroll Expenses	\$	203,215.63
Professional Services		
Accounting		3,667.00
Consultant		1,000.00
Total Professional Services	\$	4,667.00
SDNCP Expense		35,062.50
Staff Travel Expense		14,456.67
Staffing		
Expense Reimbursement		18,564.64

Total Staffing	\$	18,564.64
Telecommunications		4,391.36
Internet Services		175.00
Telephone Service		1,299.85
Web Site		1,796.34
Total Telecommunications	\$	7,662.55
Uncategorized Expense		2,510.00
Total Expenses	\$	956,340.13
Net Operating Income	\$	261,179.00
Net Income	\$	261,179.00

Friday, Jun 14, 2024 12:34:28 PM GMT-7 - Cash Basis

School Employers Association of California

BR-4

To: Board of Directors
From: John Roach
Subject: Professional Development Report, Special Projects, Services Report
Date: June 21, 2024

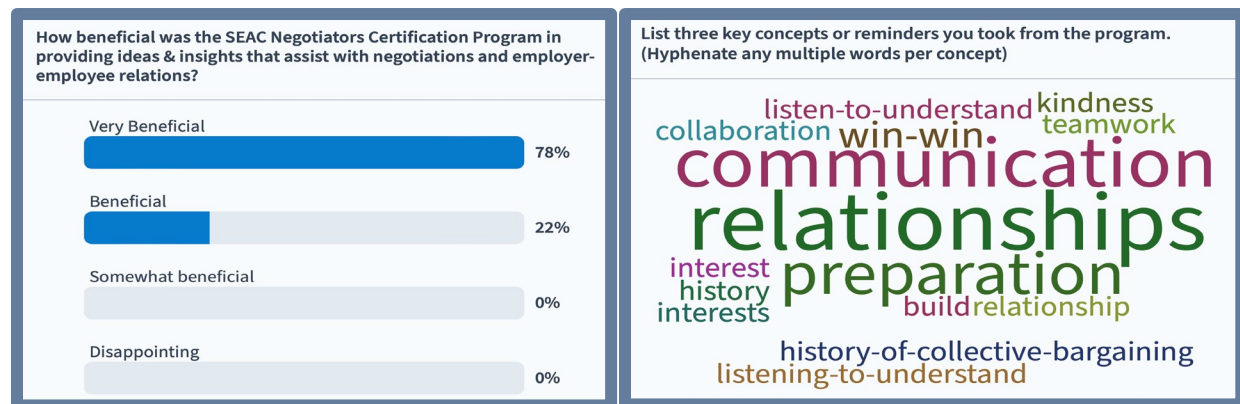
Background Information:

The Assistant Executive Director provides a professional development report at each board meeting itemizing and summarizing major activities since the last report. This report covers the period: April 22, 2024 – June 21, 2024.

SEAC School Management Negotiators Certification Program

Negotiators Certification Program for 2023-24

- **Program Assessment Data**
 - Participants from each 2023-24 program complete a feedback survey to assess the program, utilizing Polleverywhere for virtual input. The report for Program A was provided in print at the April 22nd Board Meeting.
 - The Program B feedback survey took place after the Board Meeting date. The summary is provided below:



What might you tell a colleague about the program?

The program is innovative way of viewing negotiations. Establishing a partnership with collective bargaining units. Look at negotiations as positive collaboration between parties.	☆	The program gives you the history behind bargaining, and practical skills you may use for traditional and IBB.	☆
I was able to refine my negotiations skills and learn new strategies for collective bargaining sessions. I met new people in my class and made connections with the various presenters. It's a well organized program.	☆	It's will ask you to think about all aspects of bargaining, not just how to "get something in return."	☆
Invest the time in the SEAC Program, as it will strengthen your understanding of the process, history, and how to participate healthily/productively/respectfully. I loved it!	☆	It's a great program. You'll learn a lot. Guest presenters are outstanding.	☆
Detailed materials. Great presenters	☆		
The programs is important personal work that leads to professional and system wide gains.	☆		

In response to “**What recommendation or suggestions might you offer to improve the program?**” Program B participants urged us to keep the veteran practitioners as presenters, and then explored days of the week for future programs – Mondays? 18 half-day sessions? Weekends? SEAC has already outlined the program schedule for 2024-25; we will always be open to try different configurations, but the truth is that fitting the program into any administrator’s schedule is difficult in any configuration. Fridays so far appear to be the best choice.

SEAC Negotiators Certification Program

Negotiators Certification Program for 2024-25

Planning for next year’s Negotiators Certification Program is complete – with all presenters confirmed.

Schedule: We will maintain an online format, and offer, as this year, a Program A and a Program B with different dates. We will maintain the format of 9 Friday sessions from fall to spring, for over 55 hours of training.

Cost: We are maintaining the fee structure equal to this year’s.

Advertising: We are awaiting an update to the SEAC website to present the program A & B schedule options and allow registration access. John Roach and Arline Breslin are working on the aspect. As soon as the website is ready, I have announcements to broadcast and a series of

ads ready to release in the summer. I will also connect via email with the chairs of the ACSA Superintendent, HR, and Business Services Committees to share the program information with their members.

IBB Training

SEAC is responding to requests for potential IBB training workshops for:

- **Lemon Grove School District (Initial Workshop; certificated)**
- **Apple Valley Unified School District (Refresher workshop for 2024-25; certificated)**
- **Victor Elementary School District (Refresher workshop for 2024-25; certificated)**
- **Kings County Office of Education.** This was requested in February; no decision at this point.

Best Practices in Bargaining Workshops

Gilroy Unified School District. SEAC received a request from Gilroy USD for a Best Practices workshop, as they are trying to set a more positive approach to negotiations in 2024-25 after their less-than-desired factfinding settlement for 2023-24 with their certificated team. These discussions have just begun. If the workshop proceeds, we anticipate that Steve Burrell and I would be the presenters, as we were in Red Bluff SD last year.

Specialized Training/Coaching

Calbright College is California's online Community College. They have previously requested coaching for individual management leaders, now provided by SEAC consultants Dr. Marc Winger and Roger Gallizzi.

We have now moved ahead with a special training/coaching program for an entire department – the Student Services & Student Success Department. SEAC created a new “package” contract for services, which will provide a combination of group team training and individual coaching for members of the team. The SEAC team is excited about this new package, believing it could offer support for additional Calbright College departments, as well as potential services for K-12 district management teams. This special program is being developed by SEAC Consultant Dr. Jennifer Bryant, who will provide the training and coaching.

More recently, Calbright requested SEAC consultant support for the organization of its Fiscal Department. Talks are underway, but it appears likely that a new SEAC Consultant, Kingsley Udo, will assume this service. Kingsley is retiring as Interim CBO in Pasadena USD this year, has administered many business department services for Los Angeles County Office of Education in the past, and is eager to join our SEAC team.

Negotiation Facilitation

SEAC Facilitators for IBB Bargaining tables for 2023-24 included:

- **Apple Valley Unified School District - Certificated:** Linda Young
- **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 (concluded already for this year)
- **Saddleback Unified School District - Pupil Services:** 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
- **Winters Union School District – Certificated:** Walt Schwartz
- **Winters Union School District – Pupil Services:** Walt Schwartz

The above SEAC facilitation services will carry into 2024-25, with the exception of the Saddleback USD Pupil Services negotiations because that team is joining their certificated team, which does not utilize IBB or a facilitator.

Still pending new Facilitation services:

- **Poway Unified School District –** Poway is in the process of considering contracting with SEAC to provide facilitation for their certificated and classified IBB negotiating teams. Dr. Jenn Bryant is currently working with them and would provide facilitation for one or both teams.

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 workshops, and involve them in other appropriate activities so we can build their facilitating skills and experience.

Professional Support and Advice

SEAC provides ongoing support and guidance to school district administrators on a regular basis.

We regularly receive inquiries from various districts regarding labor relations, bargaining requirements, human resources challenges, and other issues. SEAC provides this service to administrators via email, Zoom, or phone at no extra cost to SEAC member districts.

SEAC offers coaching service for district administrators, on a fee basis. This service is provided especially by SEAC Consultants Sheri Loewenstein, Marc Winger, Roger Gallizzi, Steve Burrell, and Jenn Bryant, but by other SEAC consultants as well.

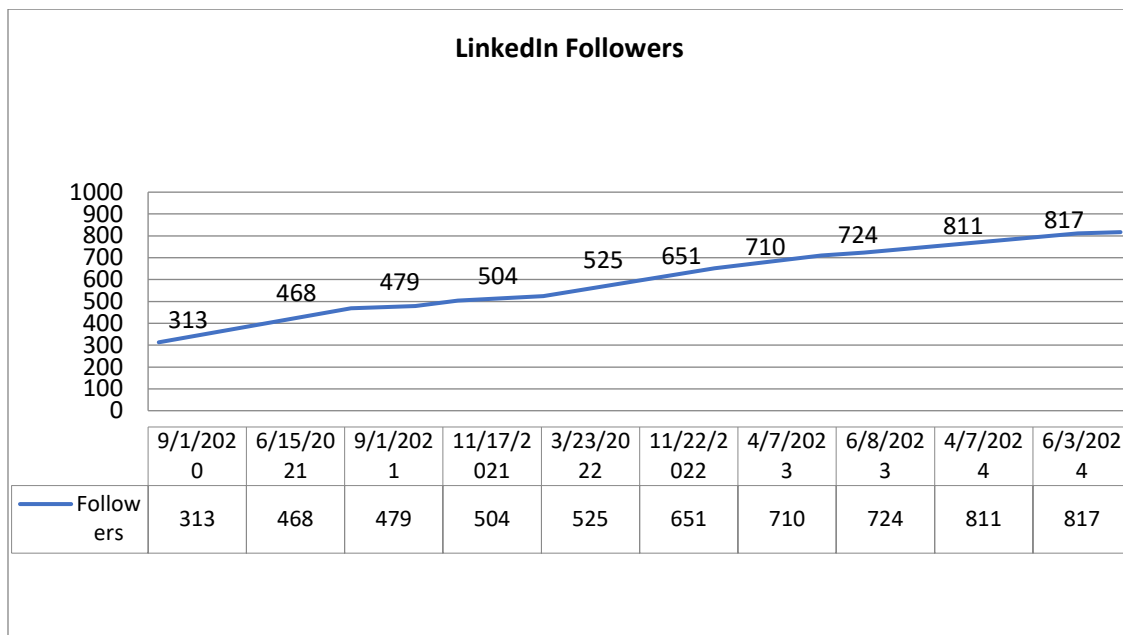
Marc Winger

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.

- We post at least 2 times a week. Most posts are articles of interest to superintendents, school boards, other upper managers, and site managers.
- We rely on “organic” (non-sales) dissemination of our posts.

LinkedIn continues to be the focus of our social media efforts. The SEAC Today page was first posted on April 8, 2020. Four years ago, it had 147 followers. Currently it has 817 followers.



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

Current LinkedIn Follower Locations:

- Los Angeles Metropolitan Area 395 (48.3%)
- San Francisco Bay Area 127 (15.5%)
- San Diego Metropolitan Area 72 (8.8%)
- Greater Sacramento 56 (6.9%)
- Metropolitan Fresno 19 (2.3%)
- Modesto-Merced Area 11 (1.3%)
- Greater Salinas Area 9 (1.1%)
- Santa Barbara-Santa Maria Area 8 (< 1%)
- Greater Bakersfield Area 7 (< 1%)
- Greater San Luis Obispo Area 6 (< 1%)

Facebook content mirrors the LinkedIn account

- One hundred forty-five (145) people follow SEAC Today on Facebook, an increase of 2 since the last report.

CONSULTING ACTIVITIES

I had been coaching two principals, one elementary and one middle school. The middle school principal received her March 15th notice and coaching was discontinued for her at that time. At this point I do not know if the district wants to continue this support with the elementary principal.

I continue to coach a community college CBO. Much of our discussion is around managing the politics of his unique organization.

Jennifer Edic Bryant

I continue to serve as the IBB facilitator for Victor Elementary School District and their CSEA members. The team addressed several openers and worked on updating job descriptions districtwide. They settled compensation negotiations in late May. 2024-2025 negotiation sessions will begin in August; all dates for 2024-2025 have been scheduled, and I will continue to serve as facilitator for this next year. In addition, I supported the SEAC Negotiators Certification Program by serving as an IBB Simulation Lead for Program A. The simulation took place on April 19, 2024. In May 2024, SEAC contracted with Calbright College to provide a Leadership Development and Coaching Program. I have been leading this project, designing whole team workshops and individual coaching sessions for the Student Services and Success division leadership team.

Debby Collins

In addition to the work with Louise on the District Negotiators Certification Program, we have had one meeting with Saddleback Valley USD and we spent a couple of hours on team building and getting organized with the priorities for the year.

Roger Gallizzi

We are winding down our job description revision project with Salinas City Elementary School District. They have a unique Employer Employee Relations Committee which reviews job description revisions and approves additions and deletions, and although this is an extra step for us, it is a good process for everyone involved.

We are beginning our next phase of compensation, classification, and job description revisions/studies for Santa Clara County Office of Education. This unit (OTBS) is the largest, so we have broken it into three groups.

By the time of the Board meeting, we will have finished with a reclassification of study for Rio School District, helping them meet their obligations under a new CBA.

We have sent a proposal off to Palos Verdes Peninsula School District for a compensation study for 17 classifications.

We continue to provide coaching and thought partnering with a senior executive at Calbright Community College.

Recommendation

Receive for information and comment.

School Employers Association of California

BR-5

To: Board of Directors
From: John Roach
Subject: Legislative Update from Capitol Advisors
Date: June 21, 2024

Background Information:

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

Recommendation

Receive for information and comment.

School Employers Association of California

BR-6

To: Board of Directors
From: John Roach
Subject: Executive Director Contract For 2023-24
Date: June 23, 2023

Background Information:

The Board will consider extending the contract with John A. Roach, EdD to continue serving as Executive Director of SEAC for the 2024-25 year. Dr. Roach has requested a \$1.00 per month salary increase.

Contract Extension



SEAC Executive Director Contract

Terms of the Contract

This contract is between the Board of Directors, School Employers Association of California (“Board”) and John A. Roach, Ed.D. (“Dr. Roach”) to serve as Executive Director, Chief Executive Officer, and Secretary to Board, School Employers Association of California from July 1, 2023, through June 30, 2025.

Compensation

The Board agrees to pay Dr. Roach, \$90,036 per year. Payments shall be made on the first of each month. No additional compensation shall be paid for holidays, personal time off, sick leave, nor will any compensation be paid for health and welfare benefits.

Expenses

Dr. Roach will use the Wells Fargo Debit Card for all actual and necessary expenses with the Treasurer of the Board receiving monthly statements. Any out-of-pocket expenses will be reimbursed by following the

standard SEAC Expense Claim Procedures which include the filing of the form with receipts. Reimbursement will be made on the first day of each month.

Service

Dr. Roach agrees to meet the responsibilities of the Executive Director position, including but not limited to, serving as the Chief Executive Officer and Secretary to the Board, directing and supervising all staff and consultants, representing the Association to other professional bodies and agencies, and serving the member districts as required.

Other Terms and Conditions

Dr. Roach will prepare and submit to the Board of Directors an Activity Report at Board Meeting. The Board may conduct an Annual Evaluation each year.

Catherine Kawaguchi
SEAC Board Chair

John A. Roach, Ed.D.
Executive Director, SEAC

Date: _____

Date: _____

Recommendation

Approve the contract with Dr. Roach.

School Employers Association of California

BR-7

To: Board of Directors
From: John Roach
Subject: Proposed Budget for 2024-25
Date: June 23, 2023

Background Information:

The Board will review the 2024-25 proposed budget that includes an hourly increase of \$25 for consulting services. Additionally, the budget includes a \$1 per month increase for the Executive Director.

School Employers Association of California 2024-25 Proposed Budget

	<u>Total</u>
Income	
Conferences_Workshops	0.00
SDNCP Workshop	96,250.00
Total Conferences_Workshops	\$ 96,210.45
Corporate Reimbursements	5,136.52
Direct Services	807,936.57
Interest	517.23
JPA Membership	226,259.00
Miscellaneous Income	617.52
Services	71,747.13
Uncategorized Income	6,311.16
Total Income	<u>\$1,214,735.58</u>
Gross Profit	\$1,214,735.58
Expenses	
Advertising	1,846.80
Banking	0.00
Capital Expenditures	0.00
Equipment	0.00
Computers	270.61
Total Equipment	<u>\$ 270.61</u>
Total Capital Expenditures	\$ 270.61
Conference - Summits	479.00
Conferences/Workshops-Other	5,052.65
Board Meeting	13,986.12
Total Conferences/Workshops-Other	<u>\$ 19,038.77</u>

Contracted Services	0.00
Audit	10,100.00
Governmental Relations	30,000.00
Independent Contractors	0.00
Expense Reimbursement	750.00
Professional Fees	150.00
Total Independent Contractors	<u>\$ 900.00</u>
Total Contracted Services	\$ 41,000.00
Direct Services Exp	638,904.35
Consulting Svcs	60,000.00
Total Direct Services Exp	\$ 698,904.35
Dues/Membership Expense	-7,818.50
Insurance	1,144.50
Workers Comp	689.20
Total Insurance	\$ 1,833.70
Marketing	6,450.00
Mileage	15,786.43
Miscellaneous Expense	0.00
Licenses/Permits	1,005.42
Total Miscellaneous Expense	\$ 1,005.42
Office Supplies	55.87
Payroll Expenses	0.00
Taxes	14,753.38
Wages	207,708.65
Total Payroll Expenses	\$ 222,462.03
Professional Services	0.00
Accounting	3,667.00
Consultant	1,000.00
Total Professional Services	\$ 4,667.00
SDNCP Expense	35,062.50
Staff Travel Expense	14,456.67
Staffing	0.00
Expense Reimbursement	18,564.64
Total Staffing	\$ 18,564.64
Telecommunications	4,391.36
Internet Services	175.00
Telephone Service	1,299.85
Web Site	1,796.34
Total Telecommunications	\$ 7,662.55
Uncategorized Expense	2,510.00
Total Expenses	\$1,084,237.84
Net Operating Income	\$ 130,497.74
Net Income	\$ 130,497.74

School Employers Association of California

BR-8A

To: Board of Directors
From: John Roach
Subject: Minutes of the April 22, 2024 Meeting
Date: June 21, 2024

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.



Board of Directors Meeting

Minutes

April 22, 2024
Board Meeting Dinner
Time: 6:30 PM

Location:
HYATT REGENCY SACRAMENTO
1209 L Street, Sacramento, CA 95814, USA
Tahoe Room

April 23, Legislative Action Day
Time: 8:30 AM

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

Call to Order: Chair, Catherine Kawaguchi, called to order at 6:33 PM.

Roll Call: Board Members Catherine Kawaguchi, Julie Mitchell, Roxane Fuentes, Melissa Moore, Paul Johnson, Gudiel R. Crosthwaite, and Rebeca Andrade were in attendance. John Roach and Louise Taylor from SEAC attended. Caitlin Jung and Barrett Snider from Capitol Advisors Group were present. Kenneth Hurst and Mary Ann Dewan were unable to attend.

Approval of Agenda

M: GC

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.

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 – 24 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. Board Terms Expiring 2024

Terms Expiring 2024

1. Melissa Moore

Both Melissa Moore and Julie Mitchell are retiring July 1, 2024.

Gave directions and formed committee nominating Paul Johnson as Chair and Gudiel Crosthwaite, and Rebeca Andrade as committee members. At the June Board Meeting they will direct John Roach, Executive Director, on filling the Board positions. Additionally, the Board asked Catherine Kawaguchi to contact Kenneth Hurst to determine further action.

Recommendation

Receive for information and comment.

M: MM

S: JM

V: Unanimous

6. Approval of Annual Audit

The Board received the audit information and directed staff to continue to maintain fiscal stability. The Board also directed John Roach, Executive Director, to bring an annual budget to the June meeting that would include any increased salary costs and stay in-line with the JPA agreement Article II, Section 3 C, “ ... reimbursement is approved by the Executive

Director prior to the annual budget preparation deadline”. The Budget will include approval of reimbursement for expenses for Board members for travel to and attendance at the annual Legislative Action meeting.

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

Recommendation

Receive for information and comment.

M GC
S PJ
V Unanimous

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

The board took positions on several current bills and discussed Tuesday’s meeting with Legislative staffers.

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

M RF
S GC
V Unanimous

Recommendation

Receive for information and comment.

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, 2024 Board Meeting

8B Next Board Meeting Date and Locations

June 21, 2024 8:30 Zoom
September 13, 2024 8:30 AM Zoom
December 6, 2024 3:30 PM CSBA Anaheim

Recommendation

Receive for information and comment.

9. Adjournment

Adjourned at 8:14 PM

M	PJ
S	JM
V	Unanimous

School Employers Association of California

BR-8B

To: Board of Directors
From: John Roach
Subject: Next Board Meeting Date and Location
Date: June 21, 2024

Background Information: Currently scheduled meeting dates, times, and locations.

September 13, 2024 8:30 AM Zoom
December 6, 2024 3:30 PM CSBA Anaheim

M
S
V

School Employers Association of California

BR-9

To: Board of Directors
From: John Roach
Subject: Adjournment
Date: June 21, 2024

Meeting adjourned.

M
S
V