



Board of Directors Meeting

AGENDA

June 23, 2023
8:30 AM

Place: Zoom

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

DETAILS

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. 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.

6. 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

Appoint Rebecca Andrade, Ed.D to fill the unexpired term previously held by Tiffany Morse.

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7. Contract with the Executive Director for 2023-24

The Board will consider extending the Contract with the Executive Director for the 2023-2024 fiscal year

Recommendation

Approve the Contract Extension.

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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 17, 2023 Board Meeting

8B Next Board Meetings Date and Locations

Friday, September 15, 2023 on Zoom

Friday, December 1, 2023, San Francisco (CSBA)

Recommendation

Receive for information and comment.

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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 23, 2023

Background Information:

The Executive Director and the Assistant Executive Director provide an activity report at each board meeting. This report covers the period April 17, 2023 - June 23, 2023.

From the Executive Director

Since the April Board meeting and Legislative Action Day, I have remained busy.

As you know I work remotely from my home. I communicate by text, Zoom and telephone with our Administrative Assistant Arline Breslin. Arline supports the consultants as necessary and handles the QuickBooks Account. Her work in QuickBooks alerts me when I need to pay bills through our account with Wells Fargo. I regularly visit the UPS store to check our mailbox for checks, bills and correspondence.

I have been working with Roger to ensure that the studies he completes for Districts are both fairly and competitively priced. We have a formula, but it doesn't work for all projects. Some projects just need some adjustments.

I continue to search for additional services for our member Districts. Gabe Soumakian is a CliftonStrengths Certified trainer. He has set up a training with Lynwood Unified for a large training that will go on all 23-24 school year.

I have worked with both Louise and Emily at ACSA to set up advertising for this year's School District Negotiators Certification Program.

I am setting up a team to consider whether we should be doing searches for Assistant Superintendents of HR and what our process might look like.

Arline and I continue to work with Brett to get our books reviewed and then sent out to the Board.

On this agenda, a renewal of my contract is proposed with a \$1. per month increase for the 23-24 year.

From the Assistant Executive Director

This report covers the period April 17, 2023 - June 23, 2023.

April

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)

April 19: Simulation Coach/Lead Preparation Meeting (Program B)
April 20-21: Negotiators Certification Program B Session 6 - Simulation & Graduation
April 25: Simulation Coach/Lead Preparation Meeting (Program A)
April 27: Facilitation of Negotiations, Victor Elementary School District (IBB)
April 28: Negotiators Certification Program A Session 9 - Simulation & Graduation

May

General Activity

- 2023-24 Negotiators Certification Program Advertising
- Response to Red Bluff Union School District for a Bargaining Best Practices Workshop
- School district negotiations facilitation (Interest-Based Bargaining - IBB)

May 11: Facilitation of Negotiations, Victor Elementary School District (IBB)
May 17: Facilitation of Negotiations, Fontana Unified School District (IBB)
May 18: Confer with Red Bluff USD Supt. Cliff Curry re: Best Practices Workshop

June

General Activity

- 2023-24 Negotiators Certification Program Advertising and monitoring registrations

June 23: SEAC Board Meeting

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 23, 2023

Background Information:

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

Member Districts - 137 Members

ABC Unified School District	Monterey COE
Acton-Agua Dulce Unified School District	Monterey Peninsula USD
Alum Rock Union School District	Moreland School District
Antelope Valley UHSD	Morgan Hill Unified School District
Apple Valley USD	Mount Diablo Unified School District
Arcadia USD	Mount Pleasant Elementary School District
Armona Union ESD	Mountain View Los Altos High District
Atwater Elementary School District	Mountain View School District - El Monte
Azusa USD	Mountain View Wisman School District
Baker Valley Unified School District	Natomas USD
Baldwin Park USD	Nevada Joint Union High SD
Barstow Unified School District	Newhall SD
Bellflower USD	Newport-Mesa
Berryessa Union School District	Norwalk-La Mirada Unified School District
Beverly Hills Unified School District	Oak Grove School District
Burbank USD	Ocean View SD
Butte COE	Ojai Unified School Dis
Calaveras USD	Orchard School District
Cambrian School District	Pacific Grove Unified School District
Campbell Union High School District	Pajaro Valley USD
Campbell Union School District	Palo Alto Unified School District
Castaic Union School District	Paramount USD
Centinela Valley Union High School District	Paradise Unified School District
Coalinga-Huron USD	Planada ESD
Compton USD	Redondo Beach USD
Corona-Norco USD	Richfield ESD
Culver City Unified School District	Ripon USD
Cupertino Union School District	Riverside COE

Del Norte COE
Dos Palos Oro Loma JUSD
Duarte USD
East Side Union High
El Monte City SD
El Segundo USD
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
Guadalupe Union
Hawthorne SD
Hilmar USD
Keppel Union SD
Kernville USD
Kings County Office of Education
Lake COE
Lakeside Joint School District
Lancaster SD
Lawndale SD
Le Grand Union HSD
Loma Prieta Joint Union School District
Los Altos School District
Los Gatos Union School District
Los Gatos-Saratoga Union High School District
Luther Burbank
Lynwood USD
Madera Superintendent of Schools
Marysville Joint Unified School District
McFarland USD
Mendota Unified School District
Merced City School District
Milpitas Unified School District

Rosemead School District
Rowland Unified School District
Sacramento City USD
Saddleback Valley USD
Salinas City School District
San Bernadino Community College District
San Dieguito Union High School District
San Joaquin County Office of Education
San Jose Unified School District
San Lucas School District
San Marino USD
San Rafael City School
Santa Clara COE
Santa Clara Unified School District
Santa Clarita Valley School Food Services Agency
Santa Monica-Malibu Unified School District
Saratoga Union School District
Saugus Union SD
Selma Unified School District
Simi Valley USD
South Pasadena USD
South Whittier SD
Sulphur Springs SD
Sunnyvale School District
Sweetwater Union HSD
Temple City USD
Tustin USD
Union School District
Valle Lindo SD
Ventura County Office of Education
Victor Elementary School District
Victor Valley UHSD
Vineland SD
Walnut Valley USD
West Contra Costa Unified School District
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: June 23, 2023

Background Information

The Board is provided with periodic Financial Reports. This report represents this year from July 1, 2022, through June 23, 2023.

Because we are a Joint Powers Agency, we feel it prudent to have our Financials reviewed by a third party. Brett McFadden continues to review our financial reports each month. Following is a copy of part of each of his reports.

I have reviewed the reconciliation report and back statement for March 2023. Based on my review, the listed revenues and expenditures have been accounted for properly and appear to be in alignment with SEAC's mission and bylaws.

I have reviewed SEAC's Well Fargo Account bank statement and financial reconciliation reports for April 2023. Both documents reconcile with each other. Expenditures and deposits appear to be within the limits of the JPA's mission and function(s).

We are scheduled for a review of both May and June on Thursday, June 22, 2023 and will forward that information to the Board as soon as we receive it.

School Employers Association of California (SEAC)

Profit and Loss

July 1, 2022 - June 19, 2023

	<u>Total</u>
Income	
Conferences_Workshops	
District Negotiators Cert 2021	3,100.00
Other SEAC	95,750.00
Total Conferences_Workshops	\$ 98,850.00
Direct Services	270,798.26
Consulting	48,486.80
Health Benefits Advisory	12,000.00
Total Direct Services	\$ 331,285.06
Membership Revenue	
District Membership Dues	
2021-22 Dues	1,391.00
2022-23 Dues	225,300.50
Total District Membership Dues	\$ 226,691.50
Total Membership Revenue	\$ 226,691.50
Miscellaneous Income	7,326.43
Service Charge Reversal	14,560.85
Total Miscellaneous Income	\$ 21,887.28
Services	243,962.43
Unapplied Cash Payment Income	-2,122.00
Total Income	\$ 920,554.27
Gross Profit	\$ 920,554.27
Expenses	
Advertising	1,385.10
Banking	
Service Charge	35.72
Total Banking	\$ 35.72
Conference - Summits	472.00
Conferences/Workshops-Other	50.00
Board Meeting	4,587.45
Conferences/Workshops-Other SDNCP	-4,826.72
Expense Reibursement	7.00
Travel expense	1,423.13
Total Conferences/Workshops-Other	\$ 1,240.86
Contracted Services	750.00
Accounting Service	500.00
Audit	11,550.00
Governmental Relations	10,000.00
Independent Contractors	

Expense Reimbursement		2,422.10
Total Independent Contractors	\$	2,422.10
Payroll Services		
Payroll Expenses		80.00
Total Payroll Services	\$	80.00
Total Contracted Services	\$	25,302.10
Direct Services Exp		262,226.84
Consulting Svs		130,350.00
Health Benefit Advisory		15,000.00
Regional Consultants		375.00
Total Direct Services Exp	\$	407,951.84
Dues/Membership Expense		-17,586.00
Insurance		158.00
Workers Comp		1,276.19
Total Insurance	\$	1,434.19
Leases		
Office		19,108.42
Total Leases	\$	19,108.42
Maintenance/Repairs		
Telephone Equipment		272.70
Total Maintenance/Repairs	\$	272.70
Marketing		6,586.00
Graphic Design		1,643.00
Printing/Reproduction		734.63
Total Marketing	\$	8,963.63
Mileage		12,084.41
Miscellaneous Expense		
Licenses/Permits		1,170.66
Total Miscellaneous Expense	\$	1,170.66
Office Supplies		2,091.07
Payroll Expenses		
Taxes		14,404.84
Wages		179,227.25
Total Payroll Expenses	\$	193,632.09
Postage and Delivery		32.21
Professional Services		875.00
Accounting		3,500.58
Total Professional Services	\$	4,375.58
SDNCP		34,723.65
Staff Training Expense		1,261.28
Staff Travel Expense		15,845.25
Travel Expense/Airfare		-23,294.99
Total Staff Travel Expense	-\$	7,449.74
Staffing		

Expense Reimbursement		46,947.31
Temporary Personnel		739.00
Total Staffing	\$	47,686.31
Telecommunications		3,408.15
Internet Services		350.00
Network Services		150.00
Telephone Service		7,744.31
Web Site		350.00
Maintenance		175.00
Total Web Site	\$	525.00
Total Telecommunications	\$	12,177.46
Unapplied Cash Bill Payment Expense		2,090.00
Uncategorized Expense		50.66
Total Expenses	\$	752,506.20
Net Operating Income	\$	168,048.07
Other Income		
Credit		328.01
Tax Refund		399.48
Total Other Income	\$	727.49
Net Other Income	\$	727.49
Net Income	\$	168,775.56

Monday, Jun 19, 2023 05:40:51 PM GMT-7 - Cash Basis

QuickBooks Cash Flow Planner

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

Cash flow

Overview QuickBooks Checking **Planner**

Cash flow planner

[Give feedback](#)

Today's cash balance

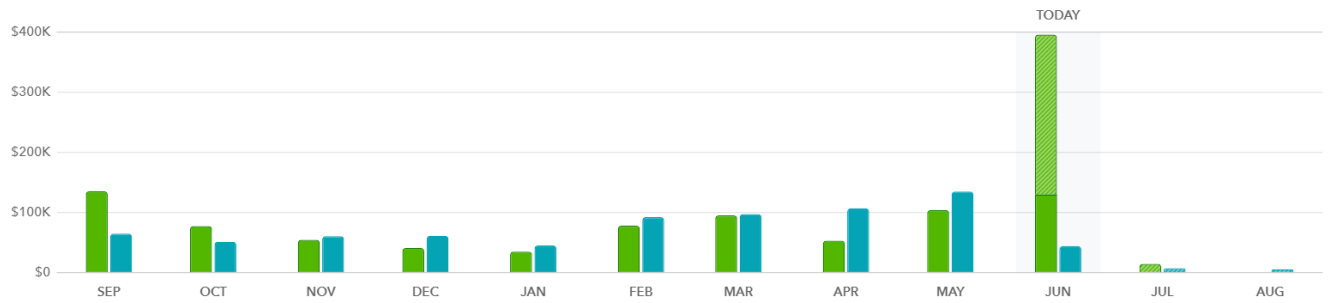
\$201,315

12 months ▾



Money in/out Cash balance

Money in ● Money out ●



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: June 23, 2023

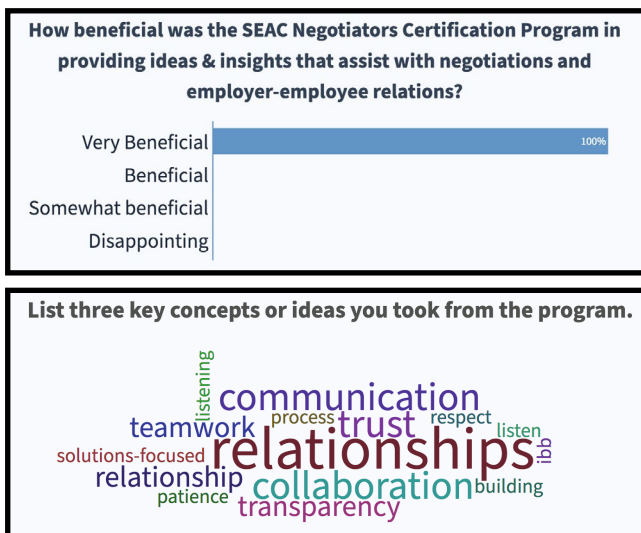
Background Information:

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 17, 2023 - June 23, 2023.

SEAC School District Negotiators Certification Program (SDNCP)

SDNCP 2022-23 Program Completion

- **Program B:**
- Final session, Collaborative Bargaining Simulation, and Graduation on April 20-21, 2023
- 13 Graduates
- High program ratings:



What might you tell a colleague about the program?

“ For everyone, not just admin ”

“ A must for new negotiators ”

“ The time invested is well worth the learning experience and outcomes for your teams. ”

“ Highly recommend ”

“ Realistic ”

“ "Excellent learning for all admin" ”

“ Highly Recommend! ”

“ Very practical ”

“ Highly recommended ”

“ Illuminating ”

“ 👍 ”

- **Program A:**
- Final session, Collaborative Bargaining Simulation, and Graduation on April 28, 2023
- 42 Graduates
- High program ratings:



What might you tell a colleague about the program?

“ Could use another advanced session ”

“ Helps you set aside biases. ”

“ Lots of expertise ”

“ IBB-training-a-must ”

“ Gives you an insight to the other side of the table ”

“ Gain historical knowledge of unions. ”

“ I learned a ton of immediately useful things ”

“ Well worth time and expense ”

“ Very-useful-information ”

“ A change in mindset! ”

“ Yes, solid information, opportunity to ask questions, years of experienced support. ”

“ It's lengthy, but if you commit to prep and presence there's a lot to gain! ”

“ Builds your skill set for negotiations. ”

“ Everyone should take IBB training ”

“ This will help me lead negotiations ”

“ The union negotiators are trained. This is our chance to be trained. ”

“ Will change your mindset on the negotiation process- for the better ”

“ Truly expert presenters ”

“ Good collaborate learning ”

“ The program is thorough and effective in building capacity in all areas of negotiations and bargaining. ”

Negotiators Certification Program for 2023-24

Plans for the Negotiators Certification Programs next school year are set, and registration is open.

- **Schedule Options:** we had contemplated offering on fully in-person program for next year, but the team of 15 which requested the in-person option had to back out for budget reasons. Because of this withdrawal, and because the latest state budget news was not promising, we decided to offer two virtual options, with the possibility of in-person simulation sessions for one. The options:
 - **Program A**, virtual, based on the 9-session, Friday-only format.
 - **Program B**, virtual, based on the 6-session, Thursday evening/Friday format
 - Program B participants will be offered the possibility of meeting in person for the Session 3 Traditional Bargaining Simulation and the Session 6 Collaborative Bargaining Simulation and Graduation.
 - If the number of interested participants merits the in-person session, then that group will meet at the Atkinson, Andelson, Loya, Ruud, Romo Cerritos Law Office.
 - Program B participants not wishing the in-person sessions would be offered virtual options.
- **Program Costs:** We are retaining the program costs from the past two years:
 - \$1950 per registrant for SEAC districts
 - Team discounts for SEAC districts: \$1550 for the fourth and additional registrants
 - \$3950 per registrant for non-SEAC districts
- **Registration:** Registration is fully online at the SEAC website - Member Services/Member Events. Or... [Click Here](#). Two days after announcing the program, we already received 4 registrations!
- **Program Brochure:** I have attached a 2023-24 program brochure in case it is of interest.

IBB Training

We have requests for IBB Training in San Dieguito USD for summer 2023.

Best Practices Bargaining Workshop

Executive Director John Roach received a request from Red Bluff Union School District Superintendent Cliff Curry to have SEAC provide a workshop offering

“Best Practices” training for their certificated bargaining teams since the past years have been fraught.

My discussions with Supt. Curry helped formulate a “Best Practices” workshop that might work for their Red Bluff needs, but could also prove useful for many SEAC districts. Thus, in preparing the workshop outline and potential presenters, I am looking toward Red Bluff and beyond. This 1-day workshop could benefit many districts. I requested that several SEAC consultants consider presenting such workshops and received enthusiastic response from Linda Young, Walt Schwartz, Sheri Loewenstein, and Steve Burrell for future Best Practices sessions.

At this date, Red Bluff USD has not confirmed plans.

Negotiation Facilitation

SEAC Facilitators for IBB Bargaining tables for 2023-24 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

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.

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 served as a coach for the Negotiator Program for the Traditional and Interest Based Bargaining simulations in December, 2022 and April, 2023.

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.

Cindy Frazee

This has been a very fulfilling year working as a consultant for SEAC. During this past year I have enjoyed coaching three different human resource administrators. They were from Sulfur Springs School District, Selma Unified School District and Los Gatos Saratoga School District. All three have learned their roles quickly.

In Los Gatos Saratoga Union High School District I conducted a District Office organizational study. LGSUHS has an outstanding group of administrators and it was great working with them on this project.

I was also fortunate to assist as a coach for the SEAC Negotiator training simulations. It is so exciting to see all of the participants learning from the SEAC Consultants.

Currently, I am completing an HR Hiring Study for the Newport Mesa Unified School District. NMUSD has an outstanding HR team, but asked SEAC for an outside perspective of their hiring practices and efficiencies.

It's been a great year. On a personal note, my husband and I are celebrating our 45th wedding anniversary and our birthdays on June 17th. We have the same birthday and were married on

that day. We were also happy to hear that we were going to be grandparents again and then found out that our daughter is having twins! Life is amazing!

Walt Schwartz

I remain in contact with Ojai and have given some free advice. I enjoyed assisting as a coach during the SDNCP with Louise.

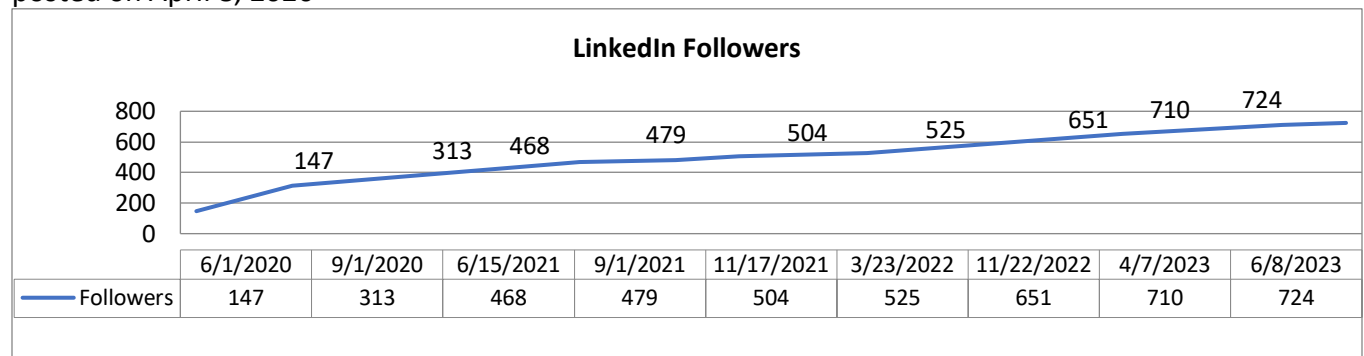
Marc Winger

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.
- We rely on only "organic" (non-sales) dissemination of our posts.
- Recent SEAC services posts included – Executive Coaching; 2023-24 Negotiators Certification Program; Join SEAC; Health Insurance Check Up

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 post and voluntarily opt to follow.

Current Follower Locations:

- Los Angeles Metropolitan Area 356 (49.2%)
- San Francisco Bay Area 107 (14.8%)
- San Diego Metropolitan Area 69 (9.5%)
- Greater Sacramento 54 (7.5%)
- Metropolitan Fresno 19 (2.6%)
- 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%)

Facebook mirrors the LinkedIn account

- One hundred thirty-three (133) people follow SEAC Today on Facebook, an increase of 5 since the last report.

CONSULTING ACTIVITIES

I participated as a coach for two cohorts in the Negotiator's Certification bargaining simulation activity in April.

Debby Collins

Saddleback Valley USD and CSEA

The teams met for the last time for the 2023-2024 school year on June 8. It was a successful year of negotiations with the application of the IBB process and collaboration. There is a lot of trust at this table, and they seem to be able to "just keep talking." They are a model for others.

We will reconvene at the end of July as the health benefits agreements remain. We will probably meet in July and August to reach an agreement. They have agreed to continue with my facilitation support next year.

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

We met several times in May/June and resolved an issue that has been unresolved for a long time. They are committed to IBB and will be continuing with my facilitation support next year.

Azusa USD and AEA (Azusa Educators Association)

We have met once per month, addressing many issues unique to this year, including major reorganization in the district, layoffs, and many issues relating to closing a high school and merging into another.

We had our last meeting on May 31st, and they have not agreed upon dates for next year. They are still working on transitioning into IBB from a traditional method. They made a commitment to continue IBB for at least one more year with my facilitation.

This work is always challenging and rewarding. I appreciate the opportunity to serve school districts in this way.

Roger Gallizzi

Special Projects works on reclassification and compensation studies among other projects.

Status

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; new Assistant Superintendent of HR in process of hiring
- Mount Pleasant -- “Clean-up” of a few HR issues, a few remaining issues
- Berryessa – Job description revision project
- Los Altos – Team Building for CBO and Classified Directors to continue this Fall

Others:

- Salinas – Management Compensation Study
- Newhall – Two reclassification studies of individual employees
- Guadalupe SD – Compensation Study
- Redondo Beach, Compensation Study completed, Classification study to be completed by end of June

Proposals out for acceptance:

- Bass Lake, which joined SEAC for the study discount
- Beverly Hills – Job Description revision
- Old Adobe – Compensation Study

Recent:

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

Potential:

Santa Clara County Office of Education, Palos Verdes Unified

Jennifer Edic Bryant

This spring, I've facilitated IBB negotiations with Victor Elementary School District and their CSEA employees. The teams addressed all issues on their list this year and renewed their contract for the next three years. In addition to negotiations facilitation, I led a one-day, in-

person IBB training refresher for the entire team (VESD and CSEA). This included training two new members who came onto the team mid-year. San Dieguito Union High School District and their certificated employees closed negotiations last August. The district and the teachers' teams will see significant changes in who will be at the table next year. SDUHSD has tentatively planned a 3-day IBB training in the 23-24 days when all new negotiation team members have been selected.

Mike Watenpaugh

Beginning in November 2022, I served as the Interim Assistant Superintendent for the Evergreen Elementary School District in San Jose, overseeing all human resource functions as well as conducting the selection process for a new Asst Supt, HR. For 2023-24, I will continue as a coach and mentor for the new Asst Supt, and potentially other new site and district administrators.

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 23, 2023

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: Fill the Opening on the Board of Directors
Date: June 23, 2023

Background Information:

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

Recommendation

Appoint Rebecca Andrade, Ed.D to fill the unexpired term previously held by Tiffany Morse.

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)
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 Crosthwaite | 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-7

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 2023-24 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, 2024.

Compensation

The Board agrees to pay Dr. Roach, \$90,024 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.

Mary Ann Dewan
SEAC Board Chair

Date: _____

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

Date: _____

Recommendation

Approve the contract with Dr. Roach.

School Employers Association of California

BR-8

To: Board of Directors
From: John Roach
Subject: Consent Agenda
Date: June 23, 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 April 17, 2023 Board Meeting

8 B Next Board Meeting Date and Locations

<u>M</u>
<u>S</u>
<u>V</u>

School Employers Association of California

BR-8A

To: Board of Directors
From: John Roach
Subject: Minutes of April 17, 2023 Board Meeting
Date: June 23, 2023

Board of Directors Meeting

Minutes of the Meeting

Date: April 17, 2023

Time: 6:30 PM

Location:

Hyatt Regency Sacramento

Call to Order: Chairman, Mary Ann Dewan at 6:33 PM

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

Approval of Agenda

M CK

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.

No reports were given.

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

Received for information and comment.

2. Membership Report

A current Membership Report was provided.

Recommendation

Received for information and comment.

3. Financial Reports

The Board was provided Year-to-Date Financial Reports.

Recommendation

Received for information and comment.

4. Professional Development, Special Projects, and Services Report

The Board is provided with a report of Professional Development, Special Projects, and Member Services from Louise Taylor and SEAC Independent Contractors.

Recommendation

Received for information and comment.

5. Opening on the Board of Directors

The Board directed Dr. Roach to bring nominations to replace an unexpired board member's seat to the June 23, 2023 Meeting.

Recommendation

Received for information and comment.

6. Approval of Annual Audit

An audit of the JPA's finances was provided to the board of directors. The Board requested that a copy of the Reconciliation Report be sent to all Board members after approval by Brett McFadden is received.

Recommendation

Received for information and comment.

7. Legislative Update from Capitol Advisors

Capitol Advisors provided the Board with an update of the current legislative climate in Sacramento. Additionally, they provided the agenda for the Legislative Action Day the following day, Tuesday, April 18, 2023.

Recommendation

Received the report and discussion.

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.

8. Consent Agenda and Routine Items off Business

8A Minutes of December 3, 2022 Board Meeting

8B Next Board Meeting Date and Locations

Friday, June 23, 8:30am, ZOOM

Friday, September 15, 2023, ZOOM

Friday, December 1, 2023, San Francisco (CSBA)

Recommendation

Accepted and approved as presented

M CK

S JM

V Unanimous

9. Adjournment

•

Recommendation

Received and approved.

10. 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

11. 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: June 23, 2023

Background Information

Next Board Meetings:

Friday, September 15, 2023 on Zoom

Friday, December 1, 2023, San Francisco (CSBA)