

West Side Education Authority Regular Meeting (Thursday, December 12, 2024)

Generated by Kavitha Lakshmanan on Thursday, December 12, 2024

Members present

Chris Jew, Christine Mallery, Graham Clark, Jeremy Nishihara

Non Members Present

Rick Magana, Manager of Business Services, FUHSD

Ahmed Gharaibeh, Eide Bailly LLP

Meeting called to order at 1.01 PM

1. CALL TO ORDER

1.1 Roll Call

2. OPENING ITEMS

2.1 Approval of Meeting Agenda

Approve the December 12, 2024 Meeting Agenda.

Motion by Graham Clark, second by Jeremy Nishihara.

Final Resolution: Motion Carries

Yes: Chris Jew, Christine Mallery, Graham Clark, Jeremy Nishihara

2.2 Approval of the September 13, 2024 Meeting Minutes

Approve the September 13, 2024 Meeting Minutes

Motion by Christine Mallery, second by Jeremy Nishihara.

Final Resolution: Motion Carries

Yes: Chris Jew, Christine Mallery, Graham Clark, Jeremy Nishihara

3. PUBLIC COMMENT

3.1 Public Comments On Item(s) on the Agenda

- No comments

4. ACTION

4.1 Approval of Warrants and Purchase Orders

Approve Warrants and Purchase Orders

Motion by Jeremy Nishihara, second by Graham Clark.

Final Resolution: Motion Carries

Yes: Chris Jew, Christine Mallery, Graham Clark, Jeremy Nishihara

4.2 Approval of 2024-25 First Interim Budget Report

Rick Magana presented:

- WSEA will be able to meet its financial obligations for the following fiscal year and the two subsequent years. The JPA will submit a positive certification for the 2024-2025 1st Interim Budget.
- The current estimated revenue is based on expenditures through October 2024 and Fund Balance requirements and are projected at approximately \$35K. This is an increase of approximately 40% from Adopted budget due to an increase in QCC services contract.
- Administrative and Contract Costs are projected to increase by \$10K. This is an increase of approximately 56% due to an increase in QCC services contract.
- The net result is \$87,000 in the ending fund balance to maintain a 5% reserve.
- the QCC is not listed under the budget. When we closed the books, we didn't have an answer from County. Accrued it, adopted with \$10,000 at first interim. No headway with County, we increased the budget line to \$20,000 if we have to pay it
- Appreciate the effort to reduce the cost, as it was excessive and needs to be accounted for. We accrued the full amount, but this left us short on the bottom line, so we invoiced the member districts. However, we didn't collect the full amount. Jeremy suggested that the committee vote on this at the next meeting, deciding whether to pay the QCC or have a district absorb it. The final decision will be made during the first interim update at year-end. For now, we are using the portal but cannot add new members.

Approve the 2024-2025 First Interim Budget Report

Motion by Chris Jew, second by Jeremy Nishihara.

Final Resolution: Motion Carries

Yes: Chris Jew, Christine Mallery, Graham Clark, Jeremy Nishihara

5. INFORMATION/DISCUSSION

5.1 2023-2024 Audit Report

Ahmed Presented:

- For the audit we need to confirm the cash and balances and confirm with the members the member contributions because of the County office is reporting it in receivables.
- The Audit opinion will be issued by Dec 16th. He asked that the committee members confirm that the \$34,000 worth of receivables are member related. Chris confirmed that the committee will be accepting that amount for the fiscal year.
- Ahmed continued that the information is fairly stated, no exceptions and no adjustments. Clean Audit.

5.2 Member District Reports

SESD:

- Jeremy shared that he was approached by *Gary Vickery* of a local community church and they are interested in hedging employee housing. Jeremy recommended that we pull a sub-committee of this group and meet with Gary. It was decided that Graham and Jeremy will form this sub-committee, meet with Gary and report back to the group.

FUHSD:

- Graham shared update on the survey data collected for the Apple project near Wolfe Rd. The moderate income limits are low and it maybe more suitable for classified employees or first and second year teachers. The limit is approximately \$85,000.

5.3 Sunnyvale Hopper Program

- Graham shared that Sunnyvale has approved and received the grant, with plans to roll out the shuttle service between Sunnyvale and Cupertino in Mar/Apr 2025. The city expects high school students to use it, particularly for after-school or weekend sports, especially if subsidized. It could also benefit adult school students and the elderly, offering parking relief and increasing participation. Santa Clara City has a similar program, but details on its implementation and impact on employees are uncertain.

5.4 Components of Employee Retention

- Chris mentioned opportunities for other districts to participate in CUSD's Cuperdoodle or childcare programs. Jeremy suggested conducting another survey, as many employees who took the previous one have since moved, and to include questions about additional amenities needed. The committee agreed to this recommendation. Chris expressed interest in seeing if demographics have changed, as housing remains expensive, and many CUSD staff commute from outside the county. Jeremy will share a survey draft for discussion at the next meeting.

6. PUBLIC COMMENT

6.1 Public Comments On Non-Agenda Item(s)

7. FUTURE AGENDA

7.1 Agenda Items for Upcoming Meetings

- New survey for Components of employee retention

Next Meeting on March 13th, 2025, 1-2pm, ECR, 1309 S. Mary Ave, Suite #150, Sunnyvale CA 94087

8. ADJOURNMENT