

West Side Education Authority Regular Meeting (Thursday, March 13, 2025)

Generated by Kavitha Lakshmanan on Friday, March 14, 2025

Members present

Chris Jew, Mike Ghelber, Christine Mallery, Jeremy Nishihara

Mike Ghelber joined the meeting at 1.05PM

Meeting called to order at 1:00 PM

1. CALL TO ORDER

1.1 Roll Call

2. OPENING ITEMS

2.1 Approval of Meeting Agenda

Approve the March 13, 2025 Meeting Agenda.

Motion by Jeremy Nishihara, second by Christine Mallery.

Final Resolution: Motion Carries

Yes: Chris Jew, Christine Mallery, Jeremy Nishihara

2.2 Approval of the December 12, 2024 Meeting Minutes

Approve with amended minutes:

Keep name of church member anonymous

change typo of 'hedging' to hosting.

Approve the December 12, 2024 Meeting Minutes

Motion by Christine Mallery, second by Jeremy Nishihara.

Final Resolution: Motion Carries

Yes: Chris Jew, Christine Mallery, Jeremy Nishihara

3. PUBLIC COMMENT

3.1 Public Comments On Item(s) on the Agenda

No comments

4. INFORMATION/DISCUSSION

4.1 Member District Reports

SESD:

Employee Housing Update:

- Met with the interested committee group to explore a potential partnership.
- Committee expressed interest in a model where:
 - The JPA provides resources and structure.
 - They contribute land.
- Discussion was preliminary; they will follow up after internal conversations.
- Request to keep the discussion low key to give them space to think.
- Other potential players are involved, but it's still very early.
- There is enough common ground to continue the conversation.
- Committee will assess broader interest and bring back more information at the June or Fall meeting.
- Interest is clear, but the work scope is still undefined.
- A potential concept is beginning to take shape.

4.2 New Survey on Components of Employee Retention

Jeremy shared that he will bring this item back at the next meeting and committed to preparing a draft of the employee housing survey. The goal is to keep the survey similar to the previous version, but trim it down to encourage higher participation. The plan is to launch the survey in the Fall. It will be interesting to see how people respond to the services offered.

5. ACTION

5.1 Approval of Warrants and Purchase Orders

Approve Warrants and Purchase Orders

Motion by Christine Mallery, second by Mike Ghelber.

Final Resolution: Motion Carries

Yes: Chris Jew, Mike Ghelber, Christine Mallery, Jeremy Nishihara

5.2 Approval of 2024-25 Second Interim Budget Report

Presented by Rick Magana, Business Manager, FUHSD

In accordance with the provisions of Education Code (EC) Section 42130, 41023 and 33129 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 2nd Interim Budget.

UNRESTRICTED GENERAL FUNDS

REVENUE: All Revenue is derived from local sources. These local sources are contributions from the three member districts. Revenues are set each year to cover all ongoing expenses. If expenses increase, billings to member districts will be adjusted to cover the shortfall. The current estimated revenue is based on expenditures through January 2025 and Fund Balance requirements and are projected at approximately \$36K. This is an increase of approximately 4.3% from First Interim budget.

EXPENDITURES

Administrative and Contract costs: Costs are projected to increase by \$1.5K. This is an increase of approximately 5.4% due to an increase in the audit expense.

Fund Balance & Reserve Requirement:

- The net result is an \$87,000 ending fund balance to maintain a 5% reserve.
- The reserve requirement is the higher of \$87,000 or 5% of the budget.
- Due to the JPA's small size, the requirement is to maintain more than the standard 3% reserve.
- The QCC bill is still unpaid but has been budgeted.
- Graham reached out to Marianne Duane and has now assigned a staff member to follow up directly with the County.
- The County has contacted us, asking when the payment will be made.
- County IT will coordinate with FUHSD IT regarding this matter.

Approve the 2024-2025 Second Interim Budget Report

Motion by Jeremy Nishihara, second by Christine Mallery.

Final Resolution: Motion Carries

Yes: Chris Jew, Mike Ghelber, Christine Mallery, Jeremy Nishihara

5.3 Approval of Engagement Letter with Eide Bailly for 2024-2025

- We used EB (Eide Bailly) last year; financials were straightforward.
- The audit is still pending and needs to be completed.
- FUHSD is also using EB for their audit, so we will proceed with the same firm.
- Reports were delivered on time last year.
- Fee proposal for this year is \$6,000.

Approve Eide Bailly Engagement Letter for 2024-2025

Motion by Jeremy Nishihara, second by Mike Ghelber.

Final Resolution: Motion Carries

Yes: Chris Jew, Mike Ghelber, Christine Mallery, Jeremy Nishihara

6. PUBLIC COMMENT

6.1 Public Comments On Non-Agenda Item(s)

No Comments

7. FUTURE AGENDA

7.1 Agenda Items for Upcoming Meetings

Thursday, June 26, 2025, 1:00 PM-2:00 PM, is to be via ZOOM.

8. ADJOURNMENT