



MEETING MINUTES

Zoom Meeting Link: <https://cusdk8.zoom.us/j/86096873351>

A. CALL TO ORDER

1. Roll Call

Members present

Graham Clark, Christine Mallery, Jeremy Nishihara, Chris Jew, Mike Ghelber

Members absent

Arthur Cuffy

Non-members present

Kavitha Lakshmanan, Rick Magana

2. Approval of the September 15, 2025 Meeting Agenda

Approve the September 15, 2025 Meeting Agenda.

Motion by Graham Clark, second by Jeremy Nishihara.

Final Resolution: Motion Carries

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

B. MINUTES APPROVAL

1. Approval of the June 26, 2025 Meeting Minutes

Approve the June 26, 2025 Meeting Minutes

Motion by Jeremy Nishihara, second by Christine Mallery.

Final Resolution: Motion Carries

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

C. PUBLIC COMMENT

No Comments

D. DISTRICT UPDATES

1. Member District Reports



- Nothing new from any of the Districts

E. ACTION

1. Approval of 2024-25 Unaudited Actuals Financial Report

Rick Magana presented the report

- The West Side Education Authority operates with one unrestricted general fund, funded entirely by contributions from its three member districts.
- Revenues, currently about \$34,000, are designed to cover all ongoing expenses, which total around \$27,000—primarily from QCC and EU contracts. Any increase in expenses will be reflected in adjusted billings to the districts.
- An ending fund balance of \$87,000 is maintained to meet the 5% reserve requirement. This will increase to \$88,000 next year due to a change in the minimum reserve threshold.
- Per Education Code, the Authority can meet its financial obligations, with both positive cash flow and fund balance expected. A positive certification will be submitted for the 2024–25 unaudited actuals.

Graham shared an update regarding the QCC:

- Been in a communication with Stephanie Gomez, Assistant Superintendent-Business Services at the county office and also their new superintendent, Superintendent Dr. David Toston. Superintendent Toston is aware of the cost of QCC for such a small organization and that its way too big a cost for the amount of checks we write write or the amount of service we need and cost prohibitive to keep it going if we have to keep paying this. Hopefully after his conversation with Stephanie, he'll get back to us and have a reduced rate. If we could just use one of our district's accounts because it's so small or just pay a nominal fee or if we could just run it out of the FUHSD account, that would make more sense.
- We've been asking them multiple times from different perspectives, and with their change in leadership, we are hopeful.

Approve the 2024-25 Unaudited Actuals Financial Report

Motion by Graham Clark, second by Jeremy Nishihara.

Final Resolution: Motion Carries

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

F. AGENDA SETTING/FUTURE MEETINGS

- Thursday, December 4, 2025, 1:00 PM-2:00 PM was rescheduled to Dec 1, 2025, 1:00 PM-2:00PM due to a conflict with CSBA conference happening on Dec 4, 2025.



G. ADJOURNMENT

Meeting was adjourned at 1:14 PM