



MEETING MINUTES

A. CALL TO ORDER

1. Roll Call

Members present

Graham Clark, Jeremy Nishihara, Mike Ghelber

Members absent

Chris Jew, Christine Mallery, Arthur Cuffy

Non-members present

Kavitha Lakshmanan (Administrative Secretary, CUSD), Rick Magana (Manager, Business Services, FUHSD)

Meeting called to order at 1:01 PM

2. Approval of the December 1, 2025 Meeting Agenda

A.2 Approval of Meeting Agenda

Approve the December 1, 2025 Meeting Agenda.

Motion by Jeremy Nishihara, second by Mike Ghelber.

Final Resolution: Motion Carries

Yes: Graham Clark, Jeremy Nishihara, Mike Ghelber

B. MINUTES APPROVAL

1. Approval of the September 15, 2025 Meeting Minutes

Approval of the September 15, 2025 Meeting Minutes

Motion by Mike Ghelber, second by Jeremy Nishihara.

Final Resolution: Motion Carries

Yes: Graham Clark, Jeremy Nishihara, Mike Ghelber

C. PUBLIC COMMENT

D. DISTRICT UPDATES

1. Member District Reports

Member District Reports

- CUSD: No updates
- SESD
 - Request to replace Arthur Cuffy with Dr. Gudiel R. Crosthwaite, Superintendent as Sunnyvale School District representative to the JPA. Bring as Action item at next meeting.
 - Jeremy Nishihara will bring the draft survey for employee recruitment retention based off the version that was sent out 2 years ago.

FUHSD

- Graham Clark in conversation with the new County Superintendent regarding running this JPA without using their QCC. The \$25 K annual fee is not a fair fee considering the size of the JPA.
- To do the financials without QCC, the options are to consider a Position Control software or look into an accounting software. Roadblocks for various reasons—the County is not cooperative in accepting a separate platform, and it is not possible considering the kind of entity we are (JPA). We can try and submit manually without QCC but not sure if County will approve. A flat fee structure is unfair for a small JPA like WSEA. County is reviewing a fee reduction request.
- Exploration on property- Apple, Inc. is giving to the community for teacher housing. FUHSD bond does not allow them to use the money to build housing.
- Mountain View project fell into bankruptcy. It would be interesting to learn why they were able to construct them but not lease them out.

E. ACTION

1. Approval of 2025-26 First Interim Financial Report

Approval of 2025-26 First Interim Financial Report

Rick Magana presents

- 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 2025-2026 1st 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 October 2025 and Fund Balance requirements and are projected at approximately \$30K. There is no change from Adopted Budget.
- EXPENDITURES- Administrative and Contract costs: Costs are projected to remain the same at approximately \$29K. There is no change from the Adopted Budget.
- Ending Fund Balance: The net result is \$88,000 in the ending fund balance to maintain a 5% reserve.

Q: What are the expenses this quarter?

A: Insurance expenses \$3053.00

Approve the 2025-26 First Interim Financial Report

Motion by Jeremy Nishihara, second by Mike Ghelber.

Final Resolution: Motion Carries

Yes: Graham Clark, Jeremy Nishihara, Mike Ghelber

F. INFORMATION

1. 2024-25 Financial Report

2024-25 Financial Report

- 100% clean audit report received from Eide Bailly

G. AGENDA SETTING/FUTURE MEETINGS

H. ADJOURNMENT

Meeting Adjourned at 1.16PM