

School District
31510 Skaggs Spring Road
P.O. Box 129 Stewarts Point, CA 95480
707-785-9682 phone 707-785-2802 fax

Minutes

Governing School Board
Wednesday, February 12, 2025
4:00 p.m.
Kashia School District

Start 4:20 End

1. Call to Order Board and Staff/Establishment of Quorum

Glenda Antone X
Coleen McCloud X
Charlene Pinola X

Frances Johnson X

2. Approval of Agenda: Motion by Trustee McCloud, second by Trustee Antone. Agenda was approved unanimously.

3. Public Comment on Closed Session Items

3.1: No comment on Closed Session Items.

4. Closed Session started at 4:23 p.m.

4.1 Personnel (Government Code 54957(b): Public Employee Appointment/Employment/Performance/Discipline/Dismissal – Discussion

5. Reconvene to Open Session: Open session reconvened at 5:17 p.m.

- 5.1 Report of Actions Taken in Closed Session (if any)

Deirdre Wilder's letter was given to the Board for review and discussion. No action was taken during Closed Session. Motion to go into Open Session: Trustee McCloud. Second: Trustee Pinola. Approved unanimously.

6. Public Comment on Open Session Items (Limit 5 minutes)

6.1 No public comment on Open Session Items not on the agenda.

7. Consent Agenda

7.1 Approval of the Minutes from the January 8, 2025 Regular Board Meeting

- 7.2 Approval of Routine Budget Updates for the period of January 1, 2025 – January 25, 2025 (the report provided during the March 5, 2025 Board meeting will include Jan. 26-Jan. 31, 2025)
- 7.3 Ratification of Accounts Payable Warrant Registers for the period of January 1, 2025 – January 31, 2025 (the report provided during the March 5, 2025 Board meeting will include Jan. 26-Jan. 31, 2025)

Motion to approve by Trustee Antone, second by Trustee McCloud.
Consent Agenda was approved unanimously.

8. Reports and Communications

8.1 Governing Board Members

Trustee Pinola wanted to know if there was an interest in some donated seeds for the garden. Trustee Coleen suggested donating pumpkin seeds in particular so that students can have their own pumpkins in the fall.

8.2 Superintendent

Deirdre Wilder wrote a letter regarding some concerns. The letter was presented to the Board during closed session. Supt. Johnson will report out on any Board decisions during the March 5, 2025 Board meeting. Supt. Johnson also attended a conference put on by the Sonoma County Office of Education that was very informative, and she stated that she has been looking closely at student data this year.

8.2.1 Communications: 2024-25 First Interim Report Approval Letter, Sonoma County Office of Education

The Board reviewed the SCOE letter regarding the 1st Interim Report.

8.3 PTO

PTO meeting was held on Feb. 12, 2025. There will be a Valentine's party on Friday, Feb. 14, 2025 with cookies and cards. Ms. Wilder requested that Messiah's birthday party be celebrated on the same day; it will be, and she will bring other food items, e.g. chicken nuggets and bagel bites. President McCloud asked about the van that the district was going to purchase as there is a desire to go on local field trips, such as the Pt. Arena Lighthouse tour, the Gualala Art Show, a harbor in Ft. Bragg, etc. Suggestion for the end-of-year field trip would be the Hall of Sciences in San Francisco, 6 Flags, the Geisers and the Petrified Forrest.

8.4 Staff **No staff report provided.**

9. Items Scheduled for Information and Discussion

9.1 Review of Information Related to Governance and the Brown Act

This item was presented for information and discussion only. Public comment was made suggesting that the agenda also be posted at the Community Center for public access. Staff remarked that the agenda is posted at the Post Office and District Office, and on the website within the 72-hour requirement and agreed that posting it at the Community Center again would be a good idea and support public access.

10. Items Scheduled for Discussion and Action

10.1 Review and Consideration of Approval, Substitute Daily Rate

Motion to approve by Trustee Antone, second by Trustee McCloud. Increase to the substitute daily rate and half-day rate was approved unanimously, as presented.

10.2 Review/Consideration of Approval, 2024-25 LCAP Mid-Year Report

Trustee McCloud asked about the Board Policies which were Motion to approve by Trustee Antone, second by Trustee Pinola. The 2024-25 LCAP Mid-Year Report was approved unanimously, as presented.

10.3 Review/Consideration of Approval, Certification of Corrective Action, Audit for Fiscal Year 2024

Motion to approve by Trustee McCloud, second by Trustee Antone. The Certification of Corrective Action and related forms were approved unanimously, as presented.

11. Items Scheduled for Future Board Meetings

11.1 Second Interim Report

11.2 2025-26 Original Budget – Public Hearing

11.3 2025-26 Original Budget – Adoption

12. Adjournment

Next Board Meeting: Wednesday, March 5, 2025, 4:00 p.m.

Effective 01/30/2025 through 02/11/2025

Fiscal Year 2025

| Account | Description | | From | To |
|-----------------------------------|---|----------------------|-----------------------------|-----------|
| JE # BR25-00046 | JE Trans Date 01/30/2025 | JE Posted 01/30/2025 | Comment 2nd Interim updates | |
| 01-1400-0-0000-0000-8012-000-1400 | EPA,EPA | | DR | 371.00 |
| 01-1400-0-1110-1000-1100-600-1400 | Teachers' Salar,Instruction,Regular Educati,EPA | | CR | 371.00 |
| Net increase to Appropriations | | | .00 | 742.00 |
| JE # BR25-00047 | JE Trans Date 01/30/2025 | JE Posted 01/30/2025 | Comment 2nd Interim updates | |
| 01-0000-0-0000-0000-8021-000-0000 | Home Owners Exe,Unrestricted/no | | CR | 24.00 |
| 01-0000-0-0000-0000-8022-000-0000 | Timber Yield Ta,Unrestricted/no | | CR | 8.00 |
| 01-0000-0-0000-0000-8041-000-0000 | Secured Tax Rol,Unrestricted/no | | CR | 6,257.00 |
| Net decrease to Appropriations | | | 6,289.00 | .00 |
| JE # BR25-00048 | JE Trans Date 01/30/2025 | JE Posted 01/30/2025 | Comment 2nd Int updates | |
| 01-1400-0-1110-1000-1100-600-1400 | Teachers' Salar,Instruction,Regular Educati,EPA | | CR | 6,748.00 |
| 01-1400-0-0000-0000-8019-000-1400 | Revenue Limit S,EPA | | DR | 6,748.00 |
| 01-0000-0-0000-0000-8042-000-0000 | Unsecured Roll,Unrestricted/no | | CR | 678.00 |
| 01-0000-0-0000-0000-8044-000-0000 | Supplemental Ta,Unrestricted/no | | CR | 42.00 |
| 01-0000-0-0000-0000-8550-000-0000 | Mandated Cost R,Unrestricted/no | | CR | 138.00 |
| 01-0000-0-0000-0000-8699-000-0000 | All Other Local,Unrestricted/no | | DR | 650.00 |
| Net increase to Appropriations | | | 858.00 | 14,146.00 |
| JE # BR25-00049 | JE Trans Date 01/30/2025 | JE Posted 01/30/2025 | Comment 2nd Int updates | |
| 01-0000-0-0000-0000-8043-000-0000 | Prior Years' Ta,Unrestricted/no | | CR | 6.00 |
| 01-0000-0-0000-0000-8045-000-0000 | Ed Revenue Augm,Unrestricted/no | | CR | 104.00 |
| 01-1400-0-0000-0000-8019-000-1400 | Revenue Limit S,EPA | | CR | 6,748.00 |
| 01-1400-0-1110-1000-1100-600-1400 | Teachers' Salar,Instruction,Regular Educati,EPA | | CR | 6,748.00 |
| Net decrease to Appropriations | | | 6,858.00 | 6,748.00 |
| JE # BR25-00050 | JE Trans Date 01/30/2025 | JE Posted 01/30/2025 | Comment 2nd int. updates | |
| 01-1400-0-0000-0000-8012-000-1400 | EPA,EPA | | DR | 6,748.00 |
| Net increase to Appropriations | | | .00 | 6,748.00 |
| JE # BR25-00051 | JE Trans Date 02/03/2025 | JE Posted 02/03/2025 | Comment 2nd Interim updates | |
| 01-1400-0-0000-0000-8012-000-1400 | EPA,EPA | | CR | 7,214.00 |
| 01-1400-0-1110-1000-1100-600-1400 | Teachers' Salar,Instruction,Regular Educati,EPA | | DR | 7,214.00 |

Effective 01/30/2025 through 02/11/2025

Fiscal Year 2025

| Account | Description | From | To |
|--|---|-----------------------------|-----------|
| JE # BR25-00052 | | | |
| JE Trans Date 02/03/2025 | JE Posted 02/03/2025 | Comment 2nd Interim updates | |
| 01- 1400- 0- 1110- 1000- 1100- 600- 1400 | Teachers' Salar, Instruction, Regular Educati, EPA | CR | 286.00 |
| 01- 1400- 0- 0000- 0000- 8012- 000- 1400 | EPA, EPA | DR | 7,214.00 |
| Net decrease to Appropriations | | 14,428.00 | .00 |
| JE # BR25-00053 | | | |
| JE Trans Date 02/03/2025 | JE Posted 02/03/2025 | Comment 2nd Interim updates | |
| 01- 1400- 0- 1110- 1000- 1100- 600- 1400 | Teachers' Salar, Instruction, Regular Educati, EPA | CR | 180.00 |
| Net increase to Appropriations | | .00 | 7,500.00 |
| JE # BR25-00054 | | | |
| JE Trans Date 02/03/2025 | JE Posted 02/03/2025 | Comment 2nd Int updates | |
| 01- 6500- 0- 5760- 1120- 4400- 600- 6500 | Small Equipment, Spec Ed-resourc, Spec Ed, 5-22,RSP | DR | 1,500.00 |
| Net decrease to Appropriations | | 1,500.00 | .00 |
| JE # BR25-00055 | | | |
| JE Trans Date 02/03/2025 | JE Posted 02/03/2025 | Comment 01-65 | |
| 01- 6500- 0- 5760- 1120- 5800- 600- 6500 | Other Svcs & Op, Spec Ed-resourc, Spec Ed, 5-22, RSP | CR | 11,835.00 |
| 01- 6500- 0- 5760- 3120- 5831- 600- 0000 | Contracted Serv, Psychological S, Spec Ed, 5-22, Undefined | CR | 975.00 |
| 01- 6500- 0- 5760- 1190- 5200- 600- 6500 | Travel & Confer, Spec Ed-other S, Spec Ed, 5-22, RSP | CR | 8,500.00 |
| 01- 6500- 0- 5760- 1190- 5201- 600- 6500 | Mileage Reimbur, Spec Ed-other S, Spec Ed, 5-22, RSP | DR | 4,000.00 |
| 01- 6500- 0- 5760- 3150- 5807- 600- 6500 | Speech, Speech Patholog, Spec Ed, 5-22, RSP | CR | 4,000.00 |
| Net increase to Appropriations | | 4,000.00 | 25,310.00 |
| JE # BR25-00056 | | | |
| JE Trans Date 02/03/2025 | JE Posted 02/03/2025 | Comment 2nd Int updates | |
| 01- 9010- 0- 1110- 1000- 8699- 600- RCEF | All Other Local, Other Local | DR | 1,162.00 |
| 01- 9010- 0- 1110- 1000- 4310- 600- RCEF | Instructional M, Instruction, Regular Educati, Redwd Coast Ed | CR | 1,162.00 |
| Net increase to Appropriations | | .00 | 2,324.00 |
| JE # BR25-00057 | | | |
| JE Trans Date 02/03/2025 | JE Posted 02/03/2025 | Comment 2nd Interim updates | |
| 01- 0000- 0- 1110- 1000- 1100- 600- 0100 | Teachers' Salar, Instruction, Regular Educati, Elem Ed | DR | 4,664.00 |
| Net decrease to Appropriations | | 4,664.00 | .00 |
| JE # BR25-00058 | | | |
| JE Trans Date 02/03/2025 | JE Posted 02/03/2025 | Comment 2nd Int updates | |

Selection

Grouped by Org, Fiscal Year, JE# - Sorted by JE Item #, (Org = 46, JE Type = R, Starting Post Date = 1/26/2025, Ending Post Date = 2/25/2025, Unposted JEs? = N, End Bud Bal? = O, JE# Page Break? = N, Description? = A, Recap? = N)

046 - Kashia

8528224

Generated for Andi Stubbs (ASTUBBS46), Feb 25 2025 8:49AM

Effective 01/30/2025 through 02/11/2025

Fiscal Year 2025

| Account | | Description | | From | To |
|--|------|---------------|------------|---|-----------|
| (continued) | JE # | JE Trans Date | JE Posted | | |
| JE # BR25-00058 | | | | | |
| 01- 7435- 0- 1110- 1000- 5800- 600- 7435 | | 02/03/2025 | 02/03/2025 | Comment 2nd Int updates | |
| 01- 7435- 0- 0000- 7150- 1320- 600- 7435 | | | | Other Svcs & Op, Instruction, Regular Educati, Learn Rec Grant | DR |
| 01- 0000- 0- 0000- 7150- 1320- 600- 0000 | | | | Cert Supv&admin, Superintendent, Undistributed, Learn Rec Grant | CR |
| | | | | Cert Supv&admin, Superintendent, Undistributed, Undefined | CR |
| | | | | | 10,000.00 |
| | | | | | 28,800.00 |
| Net increase to Appropriations | | | | 10,000.00 | 38,800.00 |
| JE # BR25-00059 | | | | | |
| 01- 6762- 0- 1110- 1000- 4110- 600- 0000 | | 02/03/2025 | 02/03/2025 | Comment 2nd Interim updates | |
| | | | | Textbooks, Instruction, Regular Educati, Undefined | CR |
| | | | | | 2,070.00 |
| Net increase to Appropriations | | | | .00 | 2,070.00 |
| JE # BR25-00060 | | | | | |
| 01- 0000- 0- 0000- 7600- 5840- 600- 0000 | | 02/03/2025 | 02/03/2025 | Comment Mid-year savings | |
| | | | | Computer/tech R, All Other Gener, Undistributed, Undefined | DR |
| | | | | | 10,000.00 |
| Net decrease to Appropriations | | | | 10,000.00 | .00 |
| JE # BR25-00061 | | | | | |
| 01- 0000- 0- 0000- 7150- 3311- 600- 0000 | | 02/03/2025 | 02/03/2025 | Comment 2nd Interim updates | |
| 01- 0000- 0- 0000- 7150- 3501- 600- 0000 | | | | Benefits - Oasd, Superintendent, Undistributed, Undefined | CR |
| 01- 0000- 0- 0000- 7150- 3601- 600- 7150 | | | | Benefits - Sui, Superintendent, Undistributed, Undefined | CR |
| | | | | Benefits - Wcom, Superintendent, Undistributed, District Admin | CR |
| | | | | | 515.00 |
| | | | | | 18.00 |
| | | | | | 359.00 |
| Net increase to Appropriations | | | | .00 | 892.00 |
| JE # BR25-00062 | | | | | |
| 01- 0000- 0- 0000- 0000- 8662- 000- 0000 | | 02/07/2025 | 02/07/2025 | Comment 2nd Int. updates | |
| | | | | FVA, Unrestricted/no | CR |
| | | | | | 20,166.00 |
| Net decrease to Appropriations | | | | 20,166.00 | .00 |
| JE # BR25-00063 | | | | | |
| 01- 6500- 0- 5001- 0000- 8792- 000- 6500 | | 02/08/2025 | 02/08/2025 | Comment 2nd Int updates | |
| 01- 6500- 0- 5001- 0000- 8986- 000- 6500 | | | | Trans Of Apport, Special Educati | CR |
| 01- 0000- 0- 0000- 0000- 8986- 000- 0000 | | | | Cont to RSP, Special Educati | CR |
| | | | | Cont to RSP, Unrestricted/no | CR |
| | | | | | 9,821.00 |
| | | | | | 30,114.00 |
| | | | | | 30,114.00 |
| Net decrease to Appropriations | | | | 70,049.00 | .00 |
| JE # BR25-00064 | | | | | |
| 01- 0000- 0- 0000- 0000- 8986- 000- 0000 | | 02/08/2025 | 02/08/2025 | Comment 2nd Int updates | |
| | | | | Cont to RSP, Unrestricted/no | DR |
| | | | | | 60,228.00 |

Effective 01/30/2025 through 02/11/2025

Fiscal Year 2025

| Account | Description | From | To |
|--|---|------------|------------|
| JE # BR25-00065 | | | |
| 01-0000-0-0000-0000-8011-000-0000 | JE Trans Date 02/11/2025 JE Posted 02/11/2025 Revenue Limit S,Unrestricted/no | | |
| 01-1400-0-0000-0000-8012-000-1400 | EPA,EPA | 1,504.00 | |
| | CR | 106.00 | |
| | CR | | |
| | Net increase to Appropriations | .00 | 60,228.00 |
| JE # BR25-00066 | | | |
| 01-6500-0-5001-0000-8792-000-6500 | JE Trans Date 02/11/2025 JE Posted 02/11/2025 Trans Of Apport,Special Educati | | |
| | DR | | 57,374.00 |
| | Net increase to Appropriations | .00 | 57,374.00 |
| JE # BR25-00067 | | | |
| 01-1400-0-1110-1000-1100-600-1400 | JE Trans Date 02/11/2025 JE Posted 02/11/2025 Teachers' Salar,Instruction,Regular Educati,EPA | | |
| | DR | 106.00 | |
| | Net decrease to Appropriations | 106.00 | .00 |
| | Total for Org 046 | 150,528.00 | 223,062.00 |
| Org 046 Net <Decrease> in Estimated Fund Balance | 17,632.00- | | |
| | Net increase to Appropriations | | |

Checks Dated 01/26/2025 through 02/25/2025

| Check Number | Check Date | Pay to the Order of | Fund-Object | Expensed Amount | Check Amount |
|-------------------------------|------------|--------------------------------------|-------------|-----------------|------------------|
| 2076685 | 01/29/2025 | Amerigas | 01-5510 | | 317.24 |
| 2076686 | 01/29/2025 | Amerigas | 01-5510 | | 317.24 |
| 2076687 | 01/29/2025 | Gavin Antone | Cancelled | | 400.00 * |
| Cancelled on 02/24/2025 | | | | | |
| 2076688 | 01/29/2025 | Gene Parrish | 01-5200 | | 319.90 |
| 2076689 | 01/29/2025 | Gene Parrish | 01-5201 | | 128.10 |
| 2077521 | 02/05/2025 | Amerigas | 01-5510 | | 2,921.69 |
| 2077522 | 02/05/2025 | Mary Allen | 01-5800 | | 3,120.00 |
| 2077523 | 02/05/2025 | Gene Parrish | 01-5200 | | 534.94 |
| 2077524 | 02/05/2025 | Gene Parrish | 01-5201 | | 234.50 |
| 2080203 | 02/19/2025 | Amerigas | 01-5510 | | 201.88 |
| 2080204 | 02/19/2025 | Andrea Stubbs | 01-4310 | 117.29 | |
| | | | 01-4350 | 220.47 | 337.76 |
| 2080205 | 02/19/2025 | Frontier Communications | 01-5911 | | 1,001.61 |
| 2080206 | 02/19/2025 | Gualala Building Supply | 01-4380 | | 31.46 |
| 2080207 | 02/19/2025 | Gualala Supermarket | 01-4700 | | 70.64 |
| 2080208 | 02/19/2025 | Janet VanWinkle | 01-5800 | | 2,065.00 |
| 2080209 | 02/19/2025 | Frances Johnson | 01-4310 | 52.49 | |
| | | | 01-4380 | 32.40 | |
| | | | 01-5201 | 91.00 | |
| | | | 01-5202 | 172.84 | 348.73 |
| 2080210 | 02/19/2025 | Pacific Gas & Electric | 01-5520 | | 194.29 |
| 2080211 | 02/19/2025 | Gene Parrish | 01-5200 | | 639.80 |
| 2080212 | 02/19/2025 | Gene Parrish | 01-5201 | | 280.70 |
| 2080213 | 02/19/2025 | Presence Learning, Inc. | 01-5807 | | 1,639.44 |
| 2080214 | 02/19/2025 | Recology Sonoma Marin | 01-5560 | | 231.58 |
| 2080215 | 02/19/2025 | Ryland Strategic Business Consulting | 01-5831 | | 4,500.00 |
| 2080216 | 02/19/2025 | Terminix | 01-5800 | | 142.00 |
| 2080833 | 02/21/2025 | Kashia Band of Pomo Indians | 01-4700 | | 2,238.50 |
| Total Number of Checks | | | 24 | | 22,217.00 |

| | | |
|-----------|-------|-----------|
| | Count | Amount |
| Cancel | 1 | 400.00 |
| Net Issue | | 21,817.00 |

Fund Recap

| Fund | Description | Check Count | Expensed Amount |
|------|---------------------------|-------------|------------------|
| 01 | General Fund | 23 | 21,817.00 |
| | Total Number of Checks | 23 | 21,817.00 |
| | Less Unpaid Tax Liability | | .00 |
| | Net (Check Amount) | | 21,817.00 |

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

What it takes to lead

The role and function of California's boards of education



This guide by the California School Boards Association (CSBA) provides answers to frequently asked questions about board of education service. In particular, it may assist those:

- ▶ seeking a better understanding of board members' responsibilities;
- ▶ seeking a better understanding of how public schools are overseen by school boards acting on behalf of the public;
- ▶ considering whom to encourage to run for the board of education; or
- ▶ considering whether to run for the board of education themselves.

What's unique about California's schools?

In California, public schools serve nearly 6 million students — a collective student body larger than the total population of many other states. Over 5,000 board of education members govern the nearly 1,000 school districts and county offices of education in our state. California school districts vary widely, from isolated rural districts with fewer than 20 students to the largest urban district with more than 500,000 students. There are elementary districts with grades transitional kindergarten (TK) through 6 or 8, high school districts with grades 9 through 12 and unified districts with grades TK-12 — all overseen by local boards of education.

The school districts and county offices of education for which board members are responsible are multi-million dollar enterprises. Often, they are the largest employer in a community, have the largest transportation and food service operations, and have the greatest number of facilities to maintain.

School districts and county offices of education are often the largest employer in a community, have the largest transportation and food service operations, and have the greatest number of facilities to maintain.

3

Providing support

Through its behavior and actions, the board has a responsibility to support the superintendent and staff as they implement the established mission, vision and goals. This involves:

- ▶ acting with a professional demeanor that models the district's/COE's beliefs and vision;
- ▶ following district/COE bylaws and policies the board has approved;
- ▶ ensuring a positive personnel climate exists;* and
- ▶ being knowledgeable enough about district/COE efforts to explain them to the public.

4

Ensuring accountability to the public

The board represents the community and is accountable to the public for the performance of the schools in the community. The governing board establishes systems and processes to monitor results, evaluates the school system's progress toward accomplishing its objectives and communicates that progress to the local community. In order to ensure personnel, program and fiscal accountability, the board is responsible for:

- ▶ evaluating the superintendent and setting policy for the evaluation of other personnel;*
- ▶ monitoring, reviewing and revising bylaws and board policies;
- ▶ serving as a judicial and appeals body when applicable;
- ▶ monitoring student achievement and program effectiveness and requiring program changes as indicated;
- ▶ monitoring and approving revisions to the adopted budget;
- ▶ exercising fiscal responsibility to ensure the long-term sustainability of public schools;
- ▶ monitoring the collective bargaining process;* and
- ▶ evaluating its own effectiveness through board self-evaluation.

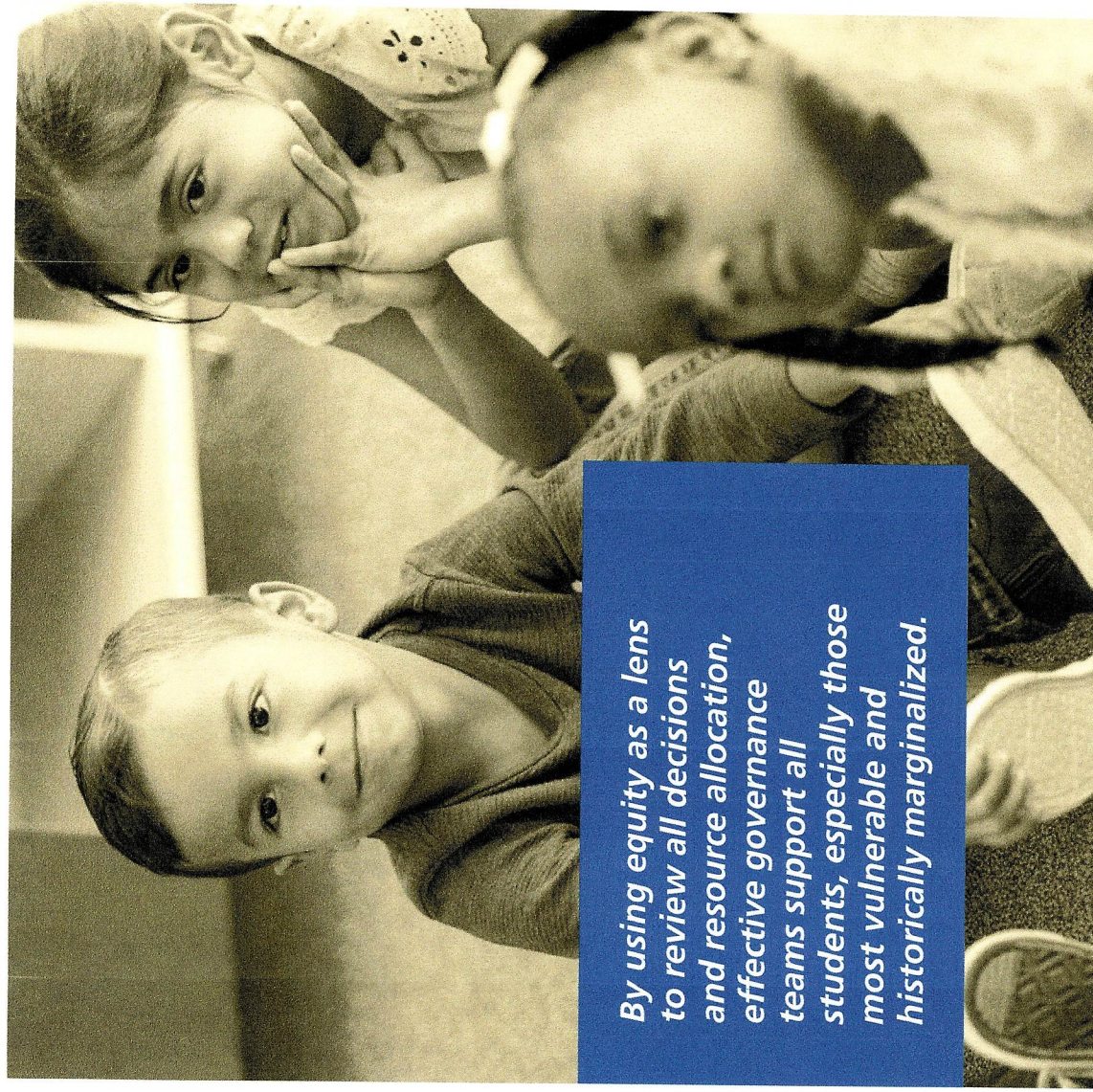
*The board represents
the community and is
accountable to the public
for the performance
of the schools in
the community.*



- ▶ understands that authority rests with the board as a whole and not with individuals.
- Furthermore, working with the superintendent as a “governance team,” the board must have a unity of purpose and must:
- ▶ keep the district/COE focused on learning and achievement for all students;
 - ▶ communicate a common vision;
 - ▶ operate openly, with trust and integrity;
 - ▶ govern in a dignified and professional manner, treating everyone with civility and respect;
 - ▶ govern within board-adopted bylaws, policies and procedures;
 - ▶ take collective responsibility for the board’s performance;
 - ▶ periodically evaluate its own effectiveness; and
 - ▶ ensure opportunities for the diverse range of views in the community to inform board deliberations.

In line with CSBA’s **Equity Statement**, an effective board member works collaboratively to ensure an effective governance team that focuses on supporting the needs of the whole child, civic engagement with the community and academic achievement for all students. By using equity as a lens to review all decisions and resource allocation, effective governance teams support all students, especially those most vulnerable and historically marginalized. This means using resources for students based on their needs and being purposeful about how all decisions limit or expand access to opportunities and supports.

It is vitally important that voters carefully choose the citizens to oversee their schools to whom they entrust their children and their tax dollars. It is equally important that board of education candidates understand the depth of commitment required to effectively fulfill the school board role.




By using equity as a lens to review all decisions and resource allocation, effective governance teams support all students, especially those most vulnerable and historically marginalized.

School districts and COEs are governed by boards, not by individual trustees. Understanding the collective decision-making process is an important step in becoming an effective board member.



3-7
number of people
on a school board



4 YRS
length of term school
board members serve



13

What it takes to lead

How many people serve on a school board?

While boards may consist of three, five or seven members, the majority of California school boards are composed of five members.

How long are school board terms?

School board members serve for terms of four years. Terms are usually staggered so there will be openings every two years.

When are elections held?

Most school board elections are held in conjunction with November general elections in even-numbered years. The best way to find out the date of the next election is to call the office of the superintendent of the local school district or county office of education.

How are board members elected?

Board members are elected in one of three ways:

At large:

- ▶ Board members can live anywhere in the district and are elected by all the voters in the district.

By trustee area:

- ▶ Board members have specific geographic trustee areas in which they must live and are elected only by the residents of that area. It is important to note that all county board members are elected by trustee area.

From trustee area:

- ▶ Board members must live in particular geographic areas but are elected "at large" by all the voters in the district.



Newly elected school board member resources

CSBA offers a variety of resources and training specific to the needs of school board members

Professional development

csba.org/TrainingAndEvents/GovernanceBasics

Orientation for New Trustees at the Annual Education Conference — This one-day, preconference orientation for new trustees prepares new board members for their first 100 days of service.

Institute for New and First-Term Board Members This innovative two-day seminar is one of the best opportunities for newly elected and first-term trustees to learn about their unique role and responsibilities.

Ethics Assembly Bill 2158 training This training provides a comprehensive overview of the conflict-of-interest laws applicable to school board members and fulfills the new requirement for trustees to complete an ethics training every two years.

Visit csba.org/TrainingAndEvents for a full list of all CSBA trainings.

Publications

Call to Order: A Blueprint for Great Board Meetings — This comprehensive resource includes content regarding the structure and leadership for board meetings as well as parliamentary procedure.

The Brown Act: School Boards and Open Meeting Laws — This guide to the Brown Act is a must-have for any board member.

The School Board Role in Creating the Conditions for Student Achievement: A Review of the Research — This report synthesizes district improvement research and demonstrates how school boards can impact student outcomes: bit.ly/3LMseeQ.

Filling a Board Vacancy — This guide provides information for filling school board vacancies that may occur for numerous reasons: bit.ly/46qVAJm.

CSBA's Professional Governance Standards detail the cornerstones of school board responsibilities and can be found csba.org/PGS.

CSBA's GAMUT: CSBA provides sample bylaws and board policies to subscribers. Many of the sample board policies and bylaws provide information on the purpose and responsibilities of school boards. For more information visit csba.org/gamut.

CSBA has developed a New Member Toolkit, with extensive resources available online at bit.ly/3WG2mrw.

**AGREEMENT OF THE PARTICIPATING SCHOOL DISTRICTS IN SONOMA
COUNTY REGARDING INTERDISTRICT ATTENDANCE AGREEMENTS**

(Education Code Sections 46600 et seq.)

This Agreement is made and entered into by and between the undersigned school districts and shall be effective July 1, 2025. The parties agree as follows:

1. Education Code 46600(a) provides that "[t]he governing boards of two or more school districts may enter into an agreement for a term not to exceed five school years, for the interdistrict attendance of pupils who are residents of the districts."
2. Education Code 46600(a) further provides that "[t]he agreement shall stipulate the terms and conditions under which interdistrict attendance shall be permitted or denied."
3. The undersigned school districts seek to serve the students in their districts in an efficient and collaborative manner.
4. Subject to Education Code, the parties agree that the respective policies of the district of residence and district of attendance shall control approval, denial, and revocation of interdistrict attendance permits. The parties acknowledge that these board policies and administrative regulations may be amended during the duration of this Agreement.
5. Each of the undersigned school districts shall continue to exercise its full authority to accept and reject interdistrict transfer applications as permitted by law.
6. This Agreement shall govern all existing interdistrict transfer permits and any applications for interdistrict transfer permits submitted for the 2025-26 school year and thereafter.
7. This Agreement shall continue for a five-year term. Each year, the parties will review this Agreement for purposes of extending the term for an additional year.
8. In the event a school district has converted some of its school program to a charter school, this Agreement shall not apply to the charter school grade level(s). Such a school district must specify in their records whether a student is enrolling in the charter school program or the regular school program, and must secure interdistrict attendance permits for students enrolling in the regular school program.
9. Any of the undersigned school districts may terminate its obligations under this Agreement upon giving ninety (90) days prior written notice to the other parties to this Agreement.
10. This Agreement shall supersede all prior interdistrict attendance agreements between the parties.

Sonoma County School Districts
Interdistrict Attendance Agreement
2025-26 to 2029-30

| <u>District</u> | <u>Board President</u> | <u>Signature</u> | <u>Date of Governing Board Approval</u> |
|--------------------------------|------------------------|------------------|---|
| Alexander Valley Union | | | |
| Bellevue Union | | | |
| Bennett Valley | | | |
| Union Cinnabar | | | |
| Cloverdale Unified | | | |
| Cotati-Rohnert Park Unified | | | |
| Dunham | | | |
| Forestville Union | | | |
| Fort Ross | | | |
| Geyserville Unified | | | |
| Gravenstein Union | | | |
| Guerneville | | | |
| Harmony Union | | | |
| Healdsburg Unified | | | |
| Horicon | | | |
| Kashia | | | |
| Kenwood | | | |
| Liberty | | | |
| Mark West Union | | | |
| Monte Rio Union | | | |

Sonoma County School Districts
Interdistrict Attendance Agreement
2025-26 to 2029-30

| | | | |
|----------------------------------|--|--|--|
| Montgomery | | | |
| Oak Grove Union | | | |
| Old Adobe Union | | | |
| Petaluma City | | | |
| Petaluma Joint Union High | | | |
| Piner-Olivet Union | | | |
| Rincon Valley Union | | | |
| Roseland | | | |
| Santa Rosa City | | | |
| Santa Rosa City High | | | |
| Sebastopol Union | | | |
| Sonoma Valley Unified | | | |
| Twin Hills Union | | | |
| Two Rock Union | | | |
| Waugh | | | |
| West Side Union | | | |
| West Sonoma County Union High | | | |
| Wilmar Union | | | |
| Windsor Unified | | | |
| Wright | | | |

Fwd: Multi-District 5-Year Interdistrict Attendance Agreement

From Frances Johnson <frances@kashiaesd.org>

Date Wed 2025-02-05 8:38 AM

To Andi Stubbs <andi@rylandsbc.com>

 1 attachment (62 KB)

Multi-District Interdistrict Attendance Agreement (2025-2030)_Final.pdf;

FYI

----- Forwarded message -----

From: **Lacey Goff** <lgoff@scoe.org>

Date: Wed, Feb 5, 2025 at 8:35 AM

Subject: Multi-District 5-Year Interdistrict Attendance Agreement

To: Sonoma County Superintendents <soco-sup@scoe.org>, districtsecretaries@scoe.org

Good morning,

Education Code provides that "the governing boards of two or more school district may enter into an agreement for a term not to exceed five school years, for the interdistrict attendance of pupils who are residents of the district."

The current agreement is set to expire at the end of this school year. Attached, you will find the new agreement which will be effective July 1, 2025 through the 2029-2030 school year. The agreement requires board approval. Should your district wish to enter the agreement, please return the attached document, signed and dated by your board president, prior to the expiration of the current agreement.

Please don't hesitate to reach out with any questions.

Thank you,

Lacey Goff

Administrative Operations

Specialist

Superintendent's Office

5340 Skyline Blvd.

Santa Rosa, CA 95403

Direct: 707-524-2605

Proposition 28: Arts and Music in Schools Funding

Annual Report

Fiscal Year 2024–25

Name: Kashia Elementary
CDS Code: 4970888-0000000
Allocation Year: 2023-24

1. Narrative description of the Prop 28 arts education program(s) funded. (2500 character limit).

Kashia Elementary School District is a small necessary school serving 8 students in grades K-8. Due its small size, the district is not required to submit a waiver request to use the funds for non-personnel expenditures. The district did not spend the funds in 2023-24 but anticipates it will in 2024-25, on music and art supplies/equipment to supplement the current program.

| | |
|---|-----|
| 2. Number of full-time equivalent teachers (certificated). | 0.0 |
| 3. Number of full-time equivalent personnel (classified). | 0.0 |
| 4. Number of full-time equivalent teaching aides. | 0.0 |
| 5. Number of students served. | 0 |
| 6. Number of school sites providing arts education. | 0 |

| | |
|---|----------------------|
| Date of Approval by Governing Board/Body | 3/5/2025 12:00:00 AM |
|---|----------------------|

Annual Report Data URL
<https://www.kashiaesd.org>

| | |
|------------------------|-----------------------|
| Submission Date | 2/21/2025 12:42:06 PM |
|------------------------|-----------------------|



SCHOOL & COLLEGE LEGAL SERVICES OF CALIFORNIA

*A Joint Powers
Authority serving
school and college
districts throughout
the state.*

5350 Skylane
Boulevard
Santa Rosa, CA 95403

Tel: (707) 524-2690
Fax: (707) 578-0517
santarosa@sclscal.org
www.sclscal.org

General Counsel
Danielle M. Houck

Attorneys
Jessica E. Ozalp
Steven P. Reiner
Debra I. Sanders
Kaitlyn Schwendeman
Loren W. Soukup
Frank E. Zotter

Of Counsel
Nicollette M. Alvarado
Robert J. Henry
Laura J. O'Neill

July 1, 2024

Frances Johnson, Superintendent
Kashia School District
3150 Skaggs Springs Road
Stewarts Point, CA, 95480

Email
frances@kashiaesd.org

KASHIA SCHOOL DISTRICT
Subject: **RETAINER AGREEMENT RENEWAL**

Dear Frances Johnson,

Enclosed please find an updated Agreement with School and College Legal Services of California ("SCLS") for your consideration. We appreciate the opportunity to partner with you in service of your students.

SCLS is a public agency established pursuant to a joint powers authority agreement. We have been providing excellent legal service to public education agencies for more than 40 years. Like our clients, we are a not-for-profit public agency governed by a board of directors. Our Board consists of nine local education agency clients and they set our rates at the lowest possible level to ensure that your resources remain in the classroom.

This year, the SCLS Board is especially mindful of the budget deficit that many of our clients are facing. In light of the fiscal challenges that local education agencies are experiencing across the State, the Board has approved only a minimal \$5.00 increase to the rates for Senior Counsel. I am pleased to share that all other hourly rates will remain unchanged and, with a retainer in place, your agency will not pay any administrative fees.

I also wanted to take this opportunity to announce that effective July 1, 2024, the Humboldt County Superintendent of Schools has agreed to serve as our authorizing agency. This change allows us to further reduce our operating costs and continue providing the most cost-effective services to our clients. We will remain co-located on SCOE's Santa Rosa Skyline campus and appreciate Sonoma County Office of Education's continued support.

We look forward to working with you and I welcome any questions or feedback that you may have.

Sincerely,

Danielle M. Houck, General Counsel
School & College Legal Services of California

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**AGREEMENT FOR LEGAL SERVICES
BETWEEN
KASHIA SCHOOL DISTRICT
AND
SCHOOL AND COLLEGE LEGAL SERVICES OF CALIFORNIA**

This Agreement is by and between KASHIA SCHOOL DISTRICT (hereinafter referred to as "Client") and SCHOOL AND COLLEGE LEGAL SERVICES OF CALIFORNIA, a legal service program operating under a Joint Powers Agreement pursuant to California Government Code sections 6500 *et seq.*, (hereinafter referred to as "Counsel") (each a "Party" and collectively "Parties"). In consideration of the promises and mutual agreements hereinafter contained, Client and Counsel, agree as follows:

1. **Term & Scope of Services.** Client hires Counsel to provide legal and labor relations services and act as its legal representative from July 1, 2024, through June 30, 2028, and continuing thereafter as approved. Any services performed during the period between the above commencement date and the date of the Board action approving this Agreement are hereby ratified by said Board approval.

Counsel agrees to provide legal services to Client on an as-requested basis and with respect to matters Client refers to Counsel. Counsel shall keep Client informed of significant developments and respond to Client's inquiries regarding those matters. Client understands that Counsel cannot guarantee any particular results, including the costs and expenses of representation. As required by the California Business & Professions Code, Counsel hereby confirms to Client that it maintains errors and omissions insurance coverage applicable to the professional services to be rendered under this Agreement.

Counsel shall decline any assignment which would result in a conflict of interest or violations of professional ethical standards. In the event Counsel becomes aware of any potential or actual conflict of interest between Client and one or more other clients represented by Counsel, Counsel will comply with applicable laws and rules of professional conduct.

2. **Client Duties.** Client agrees to be truthful and forthcoming with Counsel, to cooperate with Counsel in protecting Client's interests, and to keep Counsel fully informed of developments material to Counsel's representation of Client. Client agrees to abide by this Agreement and to pay Counsel's bills in a timely manner. Client will assist Counsel in providing information and documents necessary for Counsel's representation of Client.
3. **Retainer Deposit.** Client agrees to pay Counsel a Retainer Fee Deposit at the time Counsel is hired, which money is to be held in trust in accordance with the Rule 1.15 (Safekeeping Funds and Property of Clients and Other Persons) of the

California Rules of Professional Conduct and the requirements set forth in the California Business & Professions Code sections section 6091.2, 6211, 6212 and 6213 ("Trust Account").

Client agrees to deposit a Retainer Fee of \$ 55,000.00.

Counsel will charge all costs, expenses, and fees for legal services performed under this Agreement during each monthly billing cycle against the Retainer Fee Deposit and Client hereby authorizes Counsel to withdraw sums from the Trust Account to pay said costs, expenses, and fees. The Retainer Fee Deposit is fully refundable. In the event Client terminates this Agreement, any money not used for costs, expenses, and fees for legal services will be refunded to Client.

4. **Fees and Billing Practices.** Client shall compensate Counsel for all time spent on Client's matter(s) at the rates specified in the attached Fee Schedule. Actual travel time and time spent attending in-person or remote meetings is charged in accordance with the Fee Schedule. The rates on the Fee Schedule are subject to change with 30 days' written notice to Client.

Counsel shall bill time in an initial minimum increment of two-tenths (0.2) of an hour (i.e., 12-minute minimum) for the first substantive communication to Client of any day and one-tenth (0.1) of an hour thereafter. Agreements for legal fees at rates other than those on the Fee Schedule may be made by mutual agreement for special projects or particular scopes of work. Such agreements shall be reduced to writing and attached as addenda to this Agreement.

Counsel agrees to waive the Administrative Fee for all bills charged to the Retainer Fee Deposit. Once the Retainer Fee Deposit is depleted, subsequent bills will include an Administrative Fee for professional services provided under this Agreement. Client may replenish the Retainer Fee Deposit at any time during this Agreement. The Administrative Fee shall be assessed on each monthly invoice at a rate of 5% of the total invoice as a lump sum reimbursement for incidental costs such as secretarial time, photocopy costs, mileage and on-line research fees which shall not be separately assessed to Client.

Counsel shall issue Client monthly billing statements for fees and costs incurred. Client agrees to pay invoices for fees and costs incurred in excess of the Retainer Fee Deposit within 30 days of receipt.

5. **Costs and Other Charges.** Client agrees to reimburse Counsel for actual and necessary costs, expenses and disbursements incurred while performing legal services under this Agreement. Client authorizes Counsel to retain experts or consultants to perform services and agrees to reimburse Counsel for fees paid to third parties such as court reporters, investigators, process servers, professional experts, and other independent contractors.

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[Signature]

Counsel may recommend to Client the employment and association of outside legal counsel in cases and matters that singly or cumulatively require an inordinate amount of time or which require, in the opinion of Counsel, specialized legal services and expertise. In the event Client fails to approve the employment of such outside counsel, Counsel reserves the right to terminate its representation of Client on the specific case or matter involved.

Client shall reimburse Counsel for actual and necessary travel costs of hotel and airfare.

6. **Counsel and Client Communications.** All legal advice provided by Counsel to Client is protected by the attorney-client and work product privileges. Client authorizes Counsel to communicate with Client representatives using telephone, cellular phone, mail, unencrypted email, text, facsimile and other common business communication methods. Client acknowledges and agrees that any such communications may include confidential information unless Client has instructed Counsel otherwise. Accordingly, Client should only provide Counsel with cellular numbers, facsimile numbers and email addresses which are acceptable to Client for receiving confidential communications from Counsel.
7. **Retention of Client Records.** Counsel will maintain Client records for at least ten (10) calendar years. After a file on a matter is closed, Client has a right to request Counsel return the file to Client. Absent such a request, the Counsel shall retain the file on Client's behalf for a period of ten (10) calendar years. Following this period of time, Counsel will contact Client by letter to inform Client that the records will be destroyed unless Client responds within 90 calendar days that Client would like to take possession of the records. Absent Client's timely request to return the records, Counsel may destroy the file.
8. **Discharge and Withdrawal.** Client may discharge Counsel at any time. Counsel may withdraw with Client's consent, for good cause or as allowed or required by law upon ten (10) days written notice. Good cause includes Client's breach of this Agreement, refusal to cooperate or to follow Counsel's advice on a material matter or any fact or circumstance that would render Counsel's continuing representation unlawful or unethical. When Counsel's services conclude, all unpaid charges will immediately become due and payable.
9. **Miscellaneous.**

Entire Agreement. This Agreement with its exhibit supersedes any and all other prior or contemporaneous oral or written agreements between the Parties. Client and Counsel acknowledge that no representations, inducements, promises or agreements have been made by any person which are not incorporated herein, and

that any other agreements shall be void. Furthermore, any modification of this Agreement shall only be effective if in writing signed by all Parties hereto.

Severability. Should any provision of this Agreement be held by a court of competent jurisdiction to be invalid, void or unenforceable, but the remainder of the Agreement can be enforced without failure of material consideration to either party then this Agreement shall not be affected and it shall remain in full force and effect, unless amended or modified by mutual consent of the Parties; provided, however, that if the invalidity or unenforceability of any provision of this Agreement results in a material failure of consideration, then, to the extent allowed by law, the Party adversely affected thereby shall have the right in its sole discretion to terminate this Agreement upon providing written notice of such termination to the other Party.

Non-Waiver. None of the provisions of this Agreement shall be considered waived by either Party unless such waiver is specified in writing.

Third Party Rights & Assignment. This Agreement shall not create any rights in, or inure to the benefit of, any third party. The terms of this Agreement may not be assigned to any third party. Neither Party may assign any right of recovery under or related to the Agreement to any third party.

Counterparts. This Agreement may be executed simultaneously in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The Parties agree that facsimile signatures of this Contract shall be deemed a valid and binding execution of this Agreement.

**SCHOOL AND COLLEGE LEGAL
SERVICES OF CALIFORNIA**

By: Danielle Houck

Dated: November 22, 2024

Daniel M. Houck, General Counsel

KASHIA SCHOOL DISTRICT

DocuSigned by:
By: Frances Johnson
6E18D6532BD2452
Frances Johnson, Superintendent

Dated: 2/20/2025

**SCHOOL AND COLLEGE LEGAL SERVICES OF CALIFORNIA
FEE SCHEDULE**

BILLABLE AND RETAINER CLIENTS

Effective July 1, 2024

| | |
|--|------------------------|
| Associate General Counsel I | \$265 per hour |
| Associate General Counsel II | \$285 per hour |
| Associate General Counsel III | \$305 per hour |
| Senior Associate General Counsel & General Counsel Of Counsel | \$330 per hour |
| Paralegal/Paraprofessional | \$285 - \$375 per hour |
| | \$180 per hour |

Costs and Expenses

| | |
|---------------------|---|
| Administrative Fee* | 5% of total monthly invoice [<i>Administrative Fee is waived for clients with Retainer Fee Deposit</i>] |
| All other costs | Charged on an actual and necessary basis |

*Administrative Fee is a lump sum reimbursement for incidental costs such as secretarial time, photocopy costs, mileage and on-line research fees.

Kashia Elementary School District

2024-25 Second Interim Presentation

Prepared for: KESD Board of Trustees, March 5, 2025 Regular Board meeting

Prepared by: Andi Stubbs, contracted Chief Business Official

1. What is the 2024-25 Second Interim Report?

- The Second Interim report is a snapshot in time of the local educational agency's (LEA's) revenue and expenditure forecasts for the current fiscal year as well as a projection of the two subsequent fiscal years.
- It is a time to adjust the budget based on the Enacted Budget and subsequent trailer bills, the closing of the prior fiscal year, and other factors that impact revenue and expenditures.
- The Second Interim report covers the period of time from July 1 through January 31 each fiscal year and must be submitted to the county office of education (COE) no later than March 17, 2025.

2. What are the district's enrollment projections, and why is that information important?

| Table with no new enrollment in 2025-26 | | | | | | | |
|---|----------|----------|----------|----------|----------|----------|---|
| Grade: | Year: | | | | | | |
| | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-29 | |
| TK | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| K | 3 | 0 | 0 | 0 | 0 | 0 | 0 |
| 1st | 0 | 3 | 0 | 0 | 0 | 0 | 0 |
| 2nd | 0 | 0 | 3 | 0 | 0 | 0 | 0 |
| 3rd | 0 | 0 | 0 | 3 | 0 | 0 | 0 |
| 4th | 2 | 0 | 0 | 0 | 3 | 0 | 0 |
| 5th | 0 | 3 | 0 | 0 | 0 | 3 | 0 |
| 6th | 0 | 0 | 3 | 0 | 0 | 0 | 0 |
| 7th | 2 | 0 | 0 | 3 | 0 | 0 | 0 |
| 8th | 1 | 2 | 0 | 0 | 3 | 0 | 0 |
| Total Students | 8 | 8 | 6 | 6 | 6 | 3 | |
| ADA at 95% | 7.60 | 7.60 | 5.70 | 5.70 | 5.70 | 2.85 | |
| ADA at 90% | 7.20 | 7.20 | 5.40 | 5.40 | 5.40 | 2.70 | |
| ADA at 86.63% | 6.93 | 6.93 | 5.20 | 5.20 | 5.20 | 2.60 | |
| ADA at 85% | 6.80 | 6.80 | 5.10 | 5.10 | 5.10 | 2.55 | |

| Table with a new Kinder student enrolling in 2025-26 | | | | | | | |
|--|----------|----------|----------|----------|----------|----------|---|
| Grade: | Year: | | | | | | |
| | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-29 | |
| TK | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| K | 3 | 0 | 1 | 0 | 0 | 0 | 0 |
| 1st | 0 | 3 | 0 | 1 | 0 | 0 | 0 |
| 2nd | 0 | 0 | 3 | 0 | 1 | 0 | 0 |
| 3rd | 0 | 0 | 0 | 3 | 0 | 1 | 0 |
| 4th | 2 | 0 | 0 | 0 | 3 | 0 | 0 |
| 5th | 0 | 3 | 0 | 0 | 0 | 3 | 0 |
| 6th | 0 | 0 | 3 | 0 | 0 | 0 | 0 |
| 7th | 2 | 0 | 0 | 3 | 0 | 0 | 0 |
| 8th | 1 | 2 | 0 | 0 | 3 | 0 | 0 |
| Total Stu | 8 | 8 | 7 | 7 | 7 | 4 | |
| ADA at 95 | 7.60 | 7.60 | 6.65 | 6.65 | 6.65 | 3.80 | |
| ADA at 90 | 7.20 | 7.20 | 6.30 | 6.30 | 6.30 | 3.60 | |
| ADA at 86 | 6.93 | 6.93 | 6.06 | 6.06 | 6.06 | 3.47 | |
| ADA at 85 | 6.80 | 6.80 | 5.95 | 5.95 | 5.95 | 3.40 | |

- The district's funding levels are dependent upon student enrollment and average daily attendance.
- Districts with low enrollment are required to go into lapsation (in which the district is dissolved and its territory is annexed to one or more adjacent districts), e.g. when the average daily attendance of students is less than six in grades K-8.

- The county board of education may defer lapsation of any district for one year upon resolution of the governing board of the school district and written concurrence from the county superintendent of schools (there is no limit on the number of one-year deferrals that can be granted).

3. What are the key changes in the 2024-25 Second Interim Report compared with the 2024-25 First Interim Report?

| Change in Revenue Projections (Unrestricted/Restricted), 2024-25 Second Interim Report Compared with 2024-25 First Interim Report: | | | | | |
|--|----------------------|------------------------------|-------------------------------|-------------|---|
| SACS Object Code | Description: | 2024-25 First Interim Report | 2024-25 Second Interim Report | Difference: | Comments: |
| 80xx: | LCFF Sources | \$316,884 | \$315,274 | (\$1,610) | Net of adjustments to LCFF sources based upon the most recent version of the LCFF calculator (see Board packet). |
| 81xx-82xx | Federal Revenue: | \$25,731 | \$25,985 | \$254 | Addition of Title II funding: \$254 |
| 83xx-85xx: | Other State Revenue: | \$62,656 | \$62,495 | (\$161) | Net of small adjustments to budgets for lottery revenue, the Mandated Block Grant, etc. based upon enrollment and current allocation information. |
| 86xx-87xx: | Local Revenue: | \$180,373 | \$209,572 | \$29,199 | Removed budget of Fair Market Value cash adjustment of (\$20,166) - (will be adjusted at year-end) and rebooked \$57,374 in revenue that was due back to the SELPA but will no longer be collected (district can keep the revenue). Net of other adjustments to local revenue: \$8,009. |
| Totals: | | \$585,644 | \$613,326 | \$27,682 | Net change in revenue projections |

| Change in Expenditure Projections (Unrestricted/Restricted), 2024-25 Second Interim Report Compared with 2024-25 First Interim Report | | | | | |
|---|-------------------------|-----------------------|------------------------|-------------|---|
| SACS Object Code | Description: | 2024-25 First Interim | 2024-25 Second Interim | Difference: | Comments: |
| 1xxx: | Certificated Salaries: | \$223,001 | \$258,419 | \$35,418 | Increase for part-time temporary Principal/Lead Teacher position (five hours/day) remainder of the year. |
| 2xxx: | Classified Salaries: | \$55,146 | \$55,146 | \$0 | No change |
| 3xxx: | Employee Benefits: | \$93,075 | \$93,967 | \$892 | Net of all adjustments to benefits based on salary costs above; e.g. addition of Principal/Lead Teacher position. |
| 4xxx: | Supplies and Materials: | \$60,557 | \$62,266 | \$1,709 | Net of all changes, mainly to restricted resources - e.g. \$2,070 for textbooks/materials using one-time grant funding, increase for budgeted RCEF grants of \$1,162, and decrease of (\$1,500) budgeted for equipment (interactive monitor; not currently needed). |
| 5xxx: | Services and Operating: | \$290,082 | \$299,088 | \$9,006 | Net of all mid-year adjustments, including board-approved increase for RSP time of \$13,365. |
| 6xxx: | Capital Outlay: | \$0 | \$0 | \$0 | No change |
| 7xxx: | Other Outgo: | \$3,542 | \$3,542 | \$0 | No change |
| Totals: | | \$725,403 | \$772,428 | \$47,025 | Net change in expense projections |

4. *How has the district's long-term financial outlook (multi-year projection) changed since the 1st Interim Report?*

| Comparison, Deficit Spending | 2024-25 | 2025-26 | 2026-27 |
|--|---|------------|------------|
| Unrestricted Excess(Deficiency), 2024-25 First Interim Report: | (\$20,882) | (\$48,278) | (\$67,411) |
| Unrestricted Excess(Deficiency), 2024-25 Second Interim Report: | (\$53,883) | (\$43,007) | (\$60,676) |
| Difference: | (\$33,001) | \$5,271 | \$6,735 |
| Comments: | Difference in 2024-25 is due mainly to the addition of the Principal/Lead Teacher position which is removed in the out-years. District has applied for federal impact aid again, which may reduce or eliminate the budgeted deficit in the two out-years. | | |
| Required Reserve Levels Met at both First and 2nd Interim: | Yes | Yes | Yes |

5. *What are some of the assumptions that go into building the multi-year projection?*

- Estimated revenue is based upon the most recent Local Control Funding Formula (LCFF) calculator, which is included in the full board packet. Revenue projections are also based on current allocations for federal and state funding. Local revenue (grants, donations) are budgeted as received.
- Expenditure assumptions include the following:
 - Salaries: Step and column cost increases in each year, and current staffing levels
 - Benefits: 5% increase on health and welfare costs, and statutory costs (STRS, PERS, unemployment insurance) increases per the School Services of California Dartboard
 - Non-Personnel Costs: One-time expenditures for restricted resources are removed from the budget. The Consumer Price Index (CPI) increase is applied in each year per the School Services of California Dartboard

6. *What happens next?*

- Upon Board approval the 2024-25 Second Interim Report will be submitted to the Sonoma County Office of Education (SCOE) for review/submission to the California Department of Education.
- Staff will begin developing the Local Control & Accountability Plan (LCAP) and budget for the 2025-26 school year, using information from the Governor's May Revision of the 2025-26 State Budget, local spending decisions, etc. with a public hearing and adoption scheduled for the