

Director of Business Services Report

August 6, 2026 • Board Report • Shelby Jones and Diana Baca

✓ Financial Updates

- Successfully qualified for the Community Eligibility Provision (CEP), continuing to expand equitable student access to nutritious meals while reducing administrative burden for families.
- Finalizing the District's 5-Year Facilities Master Plan to strengthen eligibility and position the district for future Proposition 2 facilities funding opportunities.
- Collaborating with Julie Carriere to develop the Career Technical Education Incentive Grant (CTEIG) budget, ensuring strategic alignment with program goals and funding requirements.
- Year-end financial close is in progress, with year-end results scheduled for presentation at the September Board meeting.

✨ Highlights

- Partnered with district departments to develop and launch the 2026–27 purchasing and professional development procedures, providing staff with updated guidance to ensure responsible stewardship of district resources and compliance with district policies and audit requirements.
- Developed employee benefits materials to strengthen recruitment efforts and enhance communication with prospective employees.
- Implemented a new districtwide field trip protocol to improve consistency, efficiency, and compliance.
- Revised the Volunteer Driver Form to provide clearer expectations and enhance student safety.
- Continued progress in collective bargaining negotiations.
- Completed all required state and federal reporting requirements on schedule.

Looking Ahead

- Complete and present the District's 5-Year Facilities Master Plan by the end of August, positioning the district to pursue Proposition 2 facilities funding opportunities.