



Date: February 12, 2026
To: Board of Directors
From: David Aranda, Interim General Manager
Subject: Discussion regarding future training for Board members

Recommendation

This is a discussion item only.

Background

State law requires local agency officials – including members of legislative bodies, department heads or other similar administrative officers, and employees designated in local conflict of interest codes – to complete two hours of ethics training (AB1234) within the first year of service. Then, every local agency official must receive at least two hours of training in general ethics principles and ethics laws relevant to his or her public service every two years thereafter. This training satisfies these requirements by covering various ethics topics, including a discussion of the Ralph M. Brown Act.

State law also requires board members and management staff (including supervisors) to complete two hours of sexual harassment prevention training (AB1825, AB1661) within six months of assuming office and once every two years thereafter. CSDA On-Demand Webinars. Several on demand webinars are available on the CSDA website that will satisfy the state requirements.

We have attached the most current records we show for each director. The training requirement for these two items can be attained in many ways. I would suggest you contact Lynelle or Raychel for assistance with this.

In addition to the training required, the KCSA policy manual encourages training for directors so that each director is better equipped for the important responsibility of governing their respective agency.

Please note the upcoming CSDA training programs:

1. March 18th. In Sacramento, the one-day class on Governance Foundations. This is a nice discussion on the thinking a board member should have to be prepared for the interaction of working with other board members and accomplishing the greater good for the agency and the constituents in the community. This class is free.

2. The CSDA Conference. This is in Palm Desert and has several breakout sessions that include useful information and training. It is also a wonderful opportunity to meet vendors and network with fellow board members of agencies like. Registration is \$990 plus travel expenses. This is being held August 25-27, 2026. It should be noted that the conference for 2027 should be held in the northern part of the State.
3. The CSDA Leadership Academy. This is in San Luis Obispo on September 14-16. This conference includes the Governance Foundations Module plus three other modules involving the board members' role in planning, finance, and human resources. Registration is \$825 plus travel.

There are funds budgeted for training and travel for board members. It would be proper protocol for a board member who is interested in any of these training sessions to place a written request to the IGM who would then determine the overall cost and bring it back to the board for approval.

Exhibit(s)

- Board Training table

KCSD Board Mandated Training

Name	Ethics AB1234	Sexual Harassment	Fiscal & Financial	Next Due	Cert on File	Other
Alexandra Aquino-Fike	12/24	01/24		2026	Y	700 08/25
Rick Artis	09/24	10/24		2026	Y	
Sara Gough	01/23	12/24		2025 2026	Y	700 03/25
Sylvia Hacaj	12/24	05/23		2026 2025	Y	700 08/25
Danielle Madugo	11/23			2025	Y	
Daniel Levine	01/23	01/23		2025	Y	
Rodney Paul	03/25			2027		
David Spath	09/24	09/24		2026	Y	700 03/25
Jim Watt	08/24			2026		

Dates reflect most recent training completions. Prior training history maintained by staff.