

**OJAI UNIFIED SCHOOL DISTRICT  
APPLICATION TO FILL BOARD OF EDUCATION VACANCIES  
TRUSTEE AREA #4**

**DEADLINE: 4 p.m., April 25, 2023**

(Please Print Name & Address)

Name: Smith Kathy J  
(Last) (First) (Initial)

Business Address: none

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Home Address: [REDACTED]

City: Ojai State: CA Zip: 93023 Phone: [REDACTED]

Email: [REDACTED]

Any Former Names Used: Kathreen Joy Smith, Kathreen Joy Wooldridge, Kathy Smith

Occupation & Employer: Retired Executive Assistant, Ojai Unified School District

Number of Years Residing in the District: 51 years

Do you have children in the District's school? Yes 1\* No     \*granddaughter  
What grades are they in? 1st grade Ages? 8

Have any family members attended District Schools? Yes x No     Which schools? SA, MMS, NHS, MM

Dates of attendance? 1972-present  
(self 1972-1976, Trisha 1992-2001, Whitney 1995-2004, Abby 2005-2015, Daisy 2021-2023)

**EDUCATIONAL BACKGROUND:** (Voluntary. Not Required.)

High School College/University	State	Degree/Units	Year Issued	Major/Minor
Nordhoff High School	CA	graduated	1976	
Ventura Comm. College	CA	AS Accounting AS Child Development	2001	

**LANGUAGE COMPETENCIES:**

List language competencies, other than English: none

(Please Use Additional Paper, If Needed)

1. Why do you want to be a school Board Member?

I am dedicated to the Ojai Unified School District, having been a student, parent, grandparent, volunteer, and employee of the District. I believe all children have the fundamental right to receive a free education; therefore, the stability of the District is vital. I will continue to contribute to the education community of Ojai in a valuable way as a Board member.

2. Please discuss your interest in and commitment to the Ojai Unified School District.

Given our current situation in the District, my experience as the executive assistant to the previous 3 superintendents from 2012-2021, and 9 former board members, is extremely critical as we move forward. I have a keen understanding of District structure and functions. During my employment, I was responsible for maintaining historical documents and records for the District. I have a strong sense of loyalty to the overall success of the District. I have much to offer the community.

3. Identify the most significant issues in public education generally and in the Ojai Unified School District specifically. State the ways you believe the District should respond to these issues.

Generally, I'm concerned about school funding and school safety. Regarding Ojai Unified, I'm concerned about declining enrollment, which has a financial impact on the District. This directly affects available programs, teacher and staff salaries, staff retention, and staff morale. The District needs to continue to address these relevant issues, seek all possible solutions to improve overall conditions, and be proactive in continued and new solutions.

4. What do you see as the major responsibilities of a Board Member?

The most critical job of the school board is to hire an excellent and effective superintendent. School boards are responsible for setting the direction for our schools. Board members work together to make decisions that best serve all students, families, and the community who entrusted them with this oversight role.

5. How does the Board's role differ from that of the Superintendent?

The superintendent is responsible for the daily operations of the District. School boards are responsible for creating unity and a positive organizational culture while establishing a long-term vision. The Board must operate openly with integrity. The Board sets the tone to receive a diverse range of views from the community in order to enhance their deliberations. The Board ensures accountability, advocates for children, performs oversight of district policies, finances, and curriculum adoption.

6. What should be the relationship between Board members and District administration in the handling of school concerns?

When an issue arises it is best handled by a person with direct knowledge of the situation. The classroom teacher, principal, or administrator can answer questions of the parent or community member. The Board member rarely has first-hand information.

7. Please identify and discuss the areas of knowledge or expertise that you would bring to the Board.

I have over 35 years experience in Ojai private and public education. I was employed by Monica Ros School for 25 years as an educator and administrator responsible for all financial matters of the school. As an accountant, I performed all business functions, secured industry, licensing, human resource standards, federal and state compliance, and prepared tax returns for the school. I am well-established in accounting principles. During my 9 years at OUSD as the Executive Assistant to the Superintendent and Assistant Superintendent, I prepared confidential and legal correspondence, attended Board of Education meetings, and performed various duties for the Board. Also, I prepared the agenda, supporting material, and minutes of the proceedings. Finally I reviewed and updated Board policies and created federal and state mandated reports.

8. Have you worked on any school committees or participated in any school activities recently? If so, please list.

I am employed by OUSD to teach a 6-week ELOP after school art course 4/19-5/24, and would instead volunteer if selected to the Board. I am a current member of the District Citizen's Oversight Committee, and I qualified as a member of a taxpayer association. I am the current vice president of the Mira Monte PTO. I have served on School Site Councils and Parent Boards at three District schools, multiple times. I currently volunteer to teach art to Mira Monte students, grades TK-5. I had a leadership role in the 2008 parcel tax, as well as the successful 2014 Measure J and 2020 Measure K bond initiatives for the District.

9. List any other community or business activities in which you have participated. Describe your role, and whether your work was as a volunteer or employee.

I have volunteered as a Girl Scout Troop Leader for the better part of ten years; former Ojai Valley Girls Softball treasurer, public relations and vice president. I currently volunteer as the assistant secretary of the Ojai Education Foundation; I am the Vice President of Fundraising for the Ojai Valley Woman's Club; and I am a member of the Ojai Woman's Fund.

I also have nine years of experience as a Deputy Court Clerk for the Superior Court of Ventura County.

10. Please describe any expertise or experience you may have in the areas of finance, school finance, fiscal matters, education, or service on public boards.

In addition to the information provided above, while at Monica Ros School, I taught for 9 years and during the remaining 16 years, I was responsible for all financial statements, accounts receivable, payable, payroll, insurance audits, capital investments, and tax return preparation. I was also responsible for Trustee relations to the Board, recording of minutes, state licensing, and I assisted the Director with matters of the physical plant.

11. Please fill out the attached Form 700 and submit with your application.

Please see attached. My husband is the sole proprietor of Brian Smith's Welding and Equipment. His work is predominately agriculture-related. He has never been a vendor of the Ojai Unified School District.

My husband and I own three rental homes in Oak View, all are outside the District boundaries and therefore not reportable.

12. Please review the copy of Board Bylaw 9220. After reading Board Bylaw 9220, do you certify that you will abide by the requirements of Board Bylaw 9220? Yes X No \_\_\_

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### CRIMINAL BACKGROUND INFORMATION:

Have you ever been convicted of a felony or misdemeanor?	Yes	No
	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If yes, please describe the offense(s):

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**ELIGIBILITY INFORMATION:** If you answer no to any of the following questions, you are not eligible to serve as a Board member.

Yes	No	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	I am 18 years of age or older.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	I am a resident of the Ojai Unified School District, Trustee Area #4.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	I am a registered voter.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	I am not disqualified to hold this office because of a conviction of any of the crimes listed on page 5 nor am I otherwise disqualified under the California Constitution or statutes from holding public office.

### CERTIFICATION OF QUALIFICATIONS AND WORK COMMITMENT

I understand that upon appointment I would be required to file a Conflict of Interest Statement and take an Oath of Office.

I certify I am 18 years of age or older, a registered voter and that I reside within the Trustee Area #4 of the Ojai Unified School District.

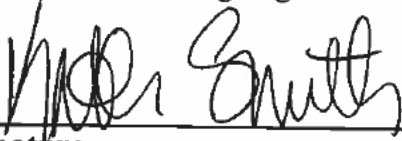
I certify I am not disqualified to hold this office because of a conviction of any of the crimes listed on page 4 and further certify I am not otherwise disqualified under the California Constitution or statutes from holding public office.

I understand a Board Member's responsibility requires attendance at: (1) one or two regular Board meetings each month; (2) special meetings or study sessions when called; and (3) numerous school events. I understand that I will be required to read my Board packet and be prepared to make decisions on complex educational issues.

I understand that this application may be made available to the public in accordance with the Public Records Act.

I understand that my failure to complete this application and return it by **4 pm on April 25, 2023** will result in my ineligibility to be a candidate for provisional appointment to the Board.

I certify that the foregoing information is true and correct under penalty of perjury.



April 12, 2023

**Signature**  
Kathy Smith

**Date**

The following is a list of crimes, conviction of which disqualifies a person from holding public office in the State of California.

- *Bribery to procure election or appointment (California Constitution Article VII, § 8(a))*
- *Conviction of bribery, perjury, forgery, malfeasance in office, or other high crimes (California Constitution Article VII, § 8(b))*
- *Bribing executive officer (Penal Code § 67)*
- *Officer asking for or receiving bribes (Penal Code §§ 68, 88)*
- *Receiving gratuity for appointment to office (Penal Code § 74)*
- *Judicial Officer who has asked for or received emoluments, gratuities, rewards, or the fee of a stenographer (Penal Code § 94)*
- *Officers committing bribery or corruption crimes (Penal Code § 98)*
- *Giving or offering bribe to Councilman or Supervisor (Penal Code § 165)*
- *Misappropriation of public funds (Penal Code § 424)*
- *Interference with work or discipline of, or giving certain articles to prisoners (Penal Code § 2772)*
- *Interference with or giving certain articles to convicts (Penal Code § 2790)*
- *Officer making contracts in which he or she is interested (Government Code § 1097)*
- *Members of the Legislature convicted of any crime (Government Code § 9055)*
- *Legislator convicted of misdemeanor for contempt of Legislature (Government Code § 9412)*
- *Corrupting the voting process (Election Code § 18501)*

Please note that in addition to the above restrictions, Government Code § 1126 prohibits any local agency official from engaging "in any employment, activity, or enterprise for compensation which is inconsistent, incompatible, in conflict with, or inimical to his or her duties as a local agency officer or employee or with the duties, functions, or responsibilities of his or her appointing power or the agency by which he or she is employed."

STATEMENT OF ECONOMIC INTERESTS  
COVER PAGE  
A PUBLIC DOCUMENT

Date Initial Filing Received  
Filing Official Use Only

Please type or print in ink.

NAME OF FILER (LAST) (FIRST) (MIDDLE)  
Smith Kathy Joy

1. Office, Agency, or Court

Agency Name (Do not use acronyms) Board of Education applicant  
Ojai Unified School District  
Division, Board, Department, District, if applicable Your Position

► If filing for multiple positions, list below or on an attachment. (Do not use acronyms)

Agency: \_\_\_\_\_ Position: \_\_\_\_\_

2. Jurisdiction of Office (Check at least one box)

State  
 Multi-County \_\_\_\_\_  
 City of \_\_\_\_\_  
 Judge, Retired Judge, Pro Tem Judge, or Court Commissioner (Statewide Jurisdiction)  
 County of \_\_\_\_\_  
 Other Ojai Unified School District

3. Type of Statement (Check at least one box)

Annual: The period covered is January 1, 2022, through December 31, 2022.  
-or-  
The period covered is \_\_\_\_\_, through December 31, 2022.  
 Assuming Office: Date assumed 05 / 10 / 2023  
 Leaving Office: Date Left \_\_\_\_\_ (Check one circle.)  
 The period covered is January 1, 2022, through the date of leaving office.  
-or-  
 The period covered is \_\_\_\_\_, through the date of leaving office.  
 Candidate: Date of Election \_\_\_\_\_ and office sought, if different than Part 1: \_\_\_\_\_

4. Schedule Summary (required)

► Total number of pages including this cover page: 2

Schedules attached

Schedule A-1 - Investments - schedule attached  
 Schedule A-2 - Investments - schedule attached  
 Schedule B - Real Property - schedule attached  
 Schedule C - Income, Loans, & Business Positions - schedule attached  
 Schedule D - Income - Gifts - schedule attached  
 Schedule E - Income - Gifts - Travel Payments - schedule attached

-or-  None - No reportable interests on any schedule

5. Verification

MAILING ADDRESS	STREET	CITY	STATE	ZIP CODE
[REDACTED]		Ojai	CA	93023
DAYTIME TELEPHONE NUMBER		EMAIL ADDRESS		
[REDACTED]		[REDACTED]		

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed 04/14/23  
(month, day, year)

Signature [Signature]  
(File the originally signed paper statement with your filing official.)

## SCHEDULE A-2

### Investments, Income, and Assets of Business Entities/Trusts

(Ownership Interest Is 10% or Greater)

**CALIFORNIA FORM 700**  
FAIR POLITICAL PRACTICES COMMISSION

Name  
Kathy Smith

**1. BUSINESS ENTITY OR TRUST**  
Brian Smith's Welding & Equipment

Name  
1656 Orchard Drive, Ojai CA 93023

Address (Business Address Acceptable)

Check one  
 Trust, go to 2     Business Entity, complete the box, then go to 2

**GENERAL DESCRIPTION OF THIS BUSINESS**  
Fabrication and welding of equipment and farm implements.

FAIR MARKET VALUE	IF APPLICABLE, LIST DATE:	
<input type="checkbox"/> \$0 - \$1,999	<u>  </u> / <u>  </u> / <u>22</u>	<u>  </u> / <u>  </u> / <u>22</u>
<input type="checkbox"/> \$2,000 - \$10,000	ACQUIRED	DISPOSED
<input checked="" type="checkbox"/> \$10,001 - \$100,000		
<input type="checkbox"/> \$100,001 - \$1,000,000		
<input type="checkbox"/> Over \$1,000,000		

NATURE OF INVESTMENT  
 Partnership     Sole Proprietorship    \_\_\_\_\_ Other

YOUR BUSINESS POSITION spouse

**2. IDENTIFY THE GROSS INCOME RECEIVED (INCLUDE YOUR PRO RATA SHARE OF THE GROSS INCOME TO THE ENTITY/TRUST)**

<input type="checkbox"/> \$0 - \$499	<input checked="" type="checkbox"/> \$10,001 - \$100,000
<input type="checkbox"/> \$500 - \$1,000	<input type="checkbox"/> OVER \$100,000
<input type="checkbox"/> \$1,001 - \$10,000	

**3. LIST THE NAME OF EACH REPORTABLE SINGLE SOURCE OF INCOME OF \$10,000 OR MORE (Attach a separate sheet if necessary.)**  
 None    or     Names listed below

**4. INVESTMENTS AND INTERESTS IN REAL PROPERTY HELD OR LEASED BY THE BUSINESS ENTITY OR TRUST**  
Check one box:  
 INVESTMENT     REAL PROPERTY

Name of Business Entity, if investment, or Assessor's Parcel Number or Street Address of Real Property

Description of Business Activity or City or Other Precise Location of Real Property

FAIR MARKET VALUE	IF APPLICABLE, LIST DATE:	
<input type="checkbox"/> \$2,000 - \$10,000	<u>  </u> / <u>  </u> / <u>22</u>	<u>  </u> / <u>  </u> / <u>22</u>
<input type="checkbox"/> \$10,001 - \$100,000	ACQUIRED	DISPOSED
<input type="checkbox"/> \$100,001 - \$1,000,000		
<input type="checkbox"/> Over \$1,000,000		

NATURE OF INTEREST  
 Property Ownership/Deed of Trust     Stock     Partnership

Lessehold \_\_\_\_\_ Yrs. remaining     Other \_\_\_\_\_

Check box if additional schedules reporting investments or real property are attached

**1. BUSINESS ENTITY OR TRUST**  
Edward Jones Inc. (retirement account holder)

Name  
530 W Ojai Avenue Suite 101 Ojai, CA 93023

Address (Business Address Acceptable)

Check one  
 Trust, go to 2     Business Entity, complete the box, then go to 2

**GENERAL DESCRIPTION OF THIS BUSINESS**

FAIR MARKET VALUE	IF APPLICABLE, LIST DATE:	
<input checked="" type="checkbox"/> \$0 - \$1,999	<u>  </u> / <u>  </u> / <u>22</u>	<u>  </u> / <u>  </u> / <u>22</u>
<input type="checkbox"/> \$2,000 - \$10,000	ACQUIRED	DISPOSED
<input type="checkbox"/> \$10,001 - \$100,000		
<input type="checkbox"/> \$100,001 - \$1,000,000		
<input type="checkbox"/> Over \$1,000,000		

NATURE OF INVESTMENT  
 Partnership     Sole Proprietorship    Brian Smith, investor Other

YOUR BUSINESS POSITION spouse

**2. IDENTIFY THE GROSS INCOME RECEIVED (INCLUDE YOUR PRO RATA SHARE OF THE GROSS INCOME TO THE ENTITY/TRUST)**

<input type="checkbox"/> \$0 - \$499	<input type="checkbox"/> \$10,001 - \$100,000
<input type="checkbox"/> \$500 - \$1,000	<input type="checkbox"/> OVER \$100,000
<input checked="" type="checkbox"/> \$1,001 - \$10,000	

**3. LIST THE NAME OF EACH REPORTABLE SINGLE SOURCE OF INCOME OF \$10,000 OR MORE (Attach a separate sheet if necessary.)**  
 None    or     Names listed below

**4. INVESTMENTS AND INTERESTS IN REAL PROPERTY HELD OR LEASED BY THE BUSINESS ENTITY OR TRUST**  
Check one box:  
 INVESTMENT     REAL PROPERTY

Gladstone stock

Name of Business Entity, if investment, or Assessor's Parcel Number or Street Address of Real Property

Description of Business Activity or City or Other Precise Location of Real Property

FAIR MARKET VALUE	IF APPLICABLE, LIST DATE:	
<input type="checkbox"/> \$2,000 - \$10,000	<u>  </u> / <u>  </u> / <u>22</u>	<u>  </u> / <u>  </u> / <u>22</u>
<input type="checkbox"/> \$10,001 - \$100,000	ACQUIRED	DISPOSED
<input type="checkbox"/> \$100,001 - \$1,000,000		
<input type="checkbox"/> Over \$1,000,000		

NATURE OF INTEREST  
 Property Ownership/Deed of Trust     Stock     Partnership

Lessehold \_\_\_\_\_ Yrs. remaining     Other \_\_\_\_\_

Check box if additional schedules reporting investments or real property are attached

Comments: \_\_\_\_\_



**Bylaw 9220: Governing Board Elections**

Status: ADOPTED

Original Adopted Date: 03/13/2018 | Last Revised Date: 02/12/2020 | Last Reviewed Date: 02/12/2020

**Board Member Qualifications**

Any person is eligible to be a member of the Board of Education, without further qualifications, if he/she is 18 years of age or older, a citizen of California, a resident of the school district, a registered voter, and not legally disqualified from holding civil office. Any person who has been convicted of a felony involving the giving, accepting, or offering of a bribe, embezzlement or theft of public funds, extortion, perjury, or conspiracy to commit any such crime, under California law or the law of another state, the United States of America, or another country, is not eligible to be a candidate for office or elected as a Board member except when he/she has been granted a pardon in accordance with law. (Education Code 35107; Elections Code 20)

A district employee elected to the Board shall resign his/her employment before being sworn in or shall have his/her employment automatically terminated upon being sworn into office. (Education Code 35107)

The Board encourages all candidates to become knowledgeable about the role of board members. The Superintendent or designee shall provide all candidates with information that will enable them to understand the responsibilities and expectations of being a Board member, including information regarding available workshops, seminars, and/or training. The Superintendent or designee shall provide all candidates with the county election official's contact information and general information about school programs, district operations, and Board responsibilities.

**Consolidation of Elections**

To reduce costs associated with conducting elections, the Board may consolidate Board elections with the local municipal or statewide primary or general election in accordance with Elections Code 1302.

In addition, if a regularly scheduled Board election held other than on a statewide election date results in a decrease in local voter turnout of 25 percent or more compared to the average local turnout for the previous four statewide general elections, the Board shall take action to consolidate Board elections with statewide elections. The district shall move its election to the next state statewide election date, unless the Board has adopted a plan by January 1, 2018 to consolidate Board elections not later than the November 8, 2022 statewide general election. (Elections Code 14051, 14052)

In order to consolidate elections based on either circumstance described above, the Board shall adopt a resolution and submit it to the County Board of Supervisors for approval not later than 240 days prior to the date of the currently scheduled district election. (Elections Code 10404.5)

Whenever a regularly scheduled Board election is changed due to consolidation of elections, the terms of office of incumbent Board members shall be extended to align with the next applicable election. (Elections Code 10404.5)

**Elections Process and Procedures**

The district is divided into trustee areas and each trustee area shall be represented by a Board member who resides in and is elected by voters residing within that trustee area. Trustee areas shall be balanced by population as required by state and federal law.

Prior to March 1 following the year in which the results of each decennial federal census are released, the Board shall adjust the boundaries of the district's trustee areas based on population figures as validated by the Population Research Unit of the Department of Finance. (Education Code 5019.5)

If the Board determines that a change is necessary, it shall hold public hearings in accordance with Elections Code 10100 before adopting a resolution at an open meeting specifying the change(s), and shall, in accordance with Education Code 5019, obtain approval from the county committee on school district organization having jurisdiction over the district.

**Campaign Conduct**

All candidates, including current Board members running as incumbents, shall abide by local, county, state, and



federal requirements regarding campaign donations, funding, and expenditures.

A Board member shall not expend, and a candidate shall not accept, any public money for the purpose of seeking elective office. However, the district may establish a dedicated fund for those seeking election to the Board, provided that the funds are available to all candidates who are qualified pursuant to Education Code 35107 without regard to incumbency or political preference. (Government Code 85300)

In order to help protect the public's trust in the electoral process as well as the public's confidence in the Board and district, the Board encourages all candidates to sign and adhere to the principles in the Code of Fair Campaign Practices pursuant to Elections Code 20440.

### **Statement of Qualifications**

On the 125th day prior to the day fixed for the general district election, the Board secretary or his/her designee shall deliver a notice, bearing the secretary's signature and district seal, to the county elections official describing both of the following: (Elections Code 10509)

1. The elective offices of the district to be filled at the general election and which offices, if any, are for the balance of an unexpired term
2. Whether the district or the candidate is to pay for the publication of a statement of qualifications pursuant to Elections Code 13307

Candidates for the Board may submit a candidate statement to the elections official for inclusion in the voter's pamphlet. Candidate statements shall be limited to no more than 200 words. (Elections Code 13307)

When the elections official allows for the electronic distribution of candidate statements, a candidate for the Board may, in addition to or instead of submitting a candidate statement for inclusion in the mailed voter's pamphlet, prepare and submit a candidate statement for electronic distribution.

The district shall assume no part of the cost of printing, handling, translating, mailing, or electronically distributing candidate statements filed pursuant to Elections Code 13307.

The Board will not pay for and instructs the registrar of voters of Ventura County to charge the Board candidates for the printing and distributing and other costs in connection with the candidate's statement. As a condition of having candidate statements included in the hard copy and/or electronic voter's pamphlet, the district may require candidates to pay their estimated pro rata share of these costs to the district in advance pursuant to Elections Code 13307.

### **Tie Votes in Board Member Elections**

Whenever a tie makes it impossible to determine which of two or more candidates has been elected to the Board, the Board shall immediately notify the candidates who received the tie votes of the time and place where the candidates or their representatives should appear before the Board. The Board at that time shall determine the winner by lot. (Education Code 5016)

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