

Kim Sims

Summary

- Currently serving as interim Fiscal Director for Hope Elementary School District
- Served as Interim CBO for Santa Paula Unified in 2018 and for Hope Elementary in 2020
- Retired in July 2017 after serving as the Chief Business Official at Guadalupe Union School District for 12 years.
- I have over twenty-five years of experience in many aspects of Business Services, including Payroll, Accounts Payable, Budget, Food Services, Facilities, Maintenance, Operations and Transportation, State Pre-School, SELPA
- I have worked at two County Offices, one High School District and one Elementary School District
- Completed the 18 month CBO Education Partnership Training Program, served on a State Level Task Force for OPSC, am involved with CASBO
- Extremely strong work ethic and true believer that we are all team players. I will do whatever it takes to get my job done and keep my District solvent and legal.

Professional Experience

September 2006— 2017

Guadalupe Union School
District

Guadalupe, CA

Chief Business Official

Develop, maintain, and present budget, supervise payables, payroll, MOT, purchasing and food services, coordinates all non-educational operations of the district

January 2004—
September 2006

San Luis Obispo County
Office

San Luis Obispo, CA

Director of Internal Services

Developed and maintained internal services budget, Charter School, SELPA, Preschool and facilities budgets. Audited Payroll, oversaw position control, accounts payable and accounts receivable.

February 1994 —
December 2003

Santa Maria Joint Union
High School District

Santa Maria, CA

Accountant & Payroll & Benefits-

Budget control, negotiations prep, SACS reporting, attendance, cafeteria accounting, categorical reporting, Year End Close, processed payroll for over 400 employees.

Education & Training

- Brandman University – June 2011 to present – I will complete my BA in Business Administration by May 2015
- Carleton University 1981 – 1984 English Major – 39 Units General Education
- Allan Hancock Community College - 43 Units in Business Admin and Accounting
- CASBO CBO Certification Program January 2007 – June 2008
- FCMAT CBO Mentor program, expect to graduate in March 2013
- Regular participant in School Business workshops offered by School Services of California, CASBO, FCMAT, ACSA and local County Education Offices
- UCSB Advanced Excel and database classes

Committees and Organizations

- OPSC State Task Force on Hardship funding and Procedures 2008-09
- CASBO Annual Conference Reception Committee 2005
- CASBO Professional Development Committee, 2016-2017
- CASBO Awards Committee 2011

References

References available upon request.