

Campbell
Union School
District

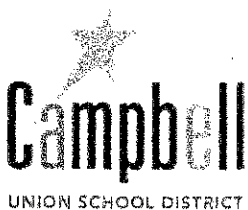
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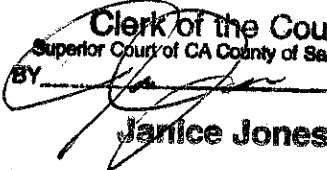
Shelly V. Ramantez, Ed.D.
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July 18, 2017

Honorable Patricia M. Lucas, Presiding Judge
Santa Clara County Superior Court
191 North First Street
San Jose, CA 95113

(ENDORSED)
FILED
JUL 21 2017

Clerk of the Court
Superior Court of CA County of Santa Clara
BY  DEPUTY
Janice Jones

RE: Parcel Tax Exemptions for Seniors and Homeowners with Disabilities

Dear Honorable Patricia M. Lucas:

The Campbell Union School District hereby responds to the Santa Clara County Civil Grand Jurys Final Report on School Parcel Tax Exemptions for Seniors and Homeowners with Disabilities.

Per Penal Code 933.05(a)

Finding 1

It can be difficult for taxpayers to find information about exemptions to parcel tax assessments for which they may be eligible and about the required processes to apply for and renew exemptions [...].

Campbell Union School District's Response

Agree.

Finding 2

The school districts listed in the recommendation do not make it clear whether SSI and/or SSDI recipients are offered exemptions.

Campbell Union School District's Response

Agree.

Finding 3

Requiring seniors and individuals with disabilities to apply in person makes it difficult for some to apply for parcel tax exemptions. While some individuals prefer to apply in person, others may find it difficult to do so.

Campbell Union School District's Response

Disagree. No individuals were required to submit in person. About 98% of the exemptions were submitted by mail. Some individuals decided to drop it off at the district office.

Finding 4

Some school districts have exemption application forms available year round, while others make them available for only a short period of time prior to the application deadline.

Campbell Union School District's Response

Agree.

Finding 5

Due dates for applications or renewals vary from school district to school district.

Campbell Union School District's Response

Agree.

Finding 6

Most school districts in Santa Clara Count require annual renewal of parcel tax exemptions as a fiduciary responsibility to all taxpayers. Procedures for managing renewals vary, with most making it easier for exemption holders by sending annual renewal forms by mail to verify continued eligibility.

Campbell Union School District's Response

Disagree. With the smallest parcel tax in the County, annual renewal is not cost effective for the district and the individual. At Campbell Union School District, we send out renewals every two years.

Per Penal Code 933.05(b)

Recommendation 1a

The governing boards of the school districts listed [...] should include information about parcel tax exemptions and application procedures via public outreach to communicate with those who do not have access to or are uncomfortable using the Internet. Examples of outreach include newsletters from the school district to residents, newspaper articles or ads, and postings at libraries and senior centers. There should be at least one such communication annually timed near the sending of property tax bills.

Campbell Union School District's Response

The Senior Center was the only one outreach posting that was missing from the recommendations. The recommendation has not yet been implemented, but will be implemented in the future once local senior centers can be identified.

Recommendation 1b

*The governing boards of the school districts listed [...] should have a link on **the home page** of their websites to direct users to information about the parcel tax, available exemptions, and instructions and required forms to apply for an exemption. The link should include the words "parcel tax."*

Campbell Union School District's Response

The recommendation has been implemented, and the link is on the district web page.

Recommendation 2

The governing boards of the Santa Clara County school districts listed [...] should review and revise as necessary all forms required to apply for or renew parcel tax exemptions for clarity and accuracy.

Campbell Union School District's Response

The recommendation will not be implemented because it is not warranted or is not reasonable since our exemption form is clear and there were no comments from the users on the clarity or accuracy of the form.

Recommendation 3b

The governing boards of the Santa Clara County school districts listed [...] should develop an online process for the submittal of parcel tax exemption and renewal applications.

Campbell Union School District's Response

The recommendation has not yet been implemented, but will be implemented in the future when the District implements online forms this fall.

Recommendation 4

The governing boards of the Santa Clara County school districts listed [...] should make exemption application forms for parcel taxes prominently available on their websites and in their offices year round.

Campbell Union School District's Response

The recommendation has been implemented with the addition of the forms on our website. Making the forms available on our website and in our offices was established when we started the process last year.

Recommendation 5

The governing boards of the Santa Clara County school districts listed [...] should agree on a standard date when applications for exemptions and renewals are due.

Campbell Union School District's Response

The recommendation requires further analysis; all districts in Santa Clara County would have to agree, and we do not know if this is possible. Our due date is June 30, and the information is due to the County on July 1. Half of the districts are using June 30 as their deadline as well, so we believe our date meets the requirements.

Recommendation 6

The governing boards of the Santa Clara County school districts listed [...] that require renewal of parcel tax exemptions should initiate the renewal process by mailing an exemption renewal form and accepting renewal documentation by return mail.

Campbell Union School District's Response

The recommendation has been implemented from the start. The District should not have been listed under this recommendation. We have been doing all of the exemptions by mail.

Recommendation 9b

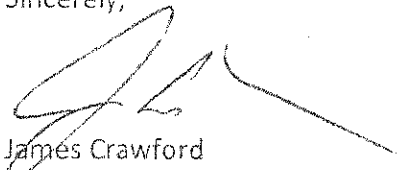
The governing boards of the Santa Clara County school districts listed [...] should request assistance from the Santa Clara County Office of Education to standardize processes for informing taxpayers about parcel tax exemptions, administering application and renewal procedures, and setting due dates.

Campbell Union School District's Response

The recommendation requires further analysis, and it requires assistance from all Districts and the County Office of Education. At this time, we do not know if the groups will be open to this discussion.

If you have any questions regarding our responses, please do not hesitate to contact me.

Sincerely,



James Crawford
Deputy Superintendent, Administrative Services