



STATE BOARD OF EQUALIZATION
PROPERTY TAX DEPARTMENT
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Executive Director

October 1, 2024

Honorable Vincent P. Kehoe, Chair
California Assessors' Association Education Committee
P O Box 35
Mariposa, CA 95338

Dear Mr. Kehoe:

In preparation for the California Assessors' Association (CAA) Education Committee meeting to be held on October 9, 2024, the following information is provided regarding various educational matters where the State Board of Equalization (BOE) staff have been involved.

BOE staff set the training schedule for the 2024-25 fiscal year, providing both in-person and virtual learning classes. We scheduled 3 workshops and 31 courses, consisting of multiple sessions for 11 different classes. In addition, 8 courses have been scheduled in Orange, Sacramento, and Yolo Counties for their own staff utilizing county instructors.

Training and Certification – Appraisers

Since the last CAA Education Committee meeting in August 2024, we have completed the following classes:

- Course 52, *Valuation of Restricted Lands*
 - August 12-16, 2024, Microsoft Teams, by BOE staff
- Course 56, *Advanced Sales Comparison and Income Capitalization Approaches*
 - August 19-23, 2024, Microsoft Teams, by BOE staff
- Course 3, *Residential Appraisal Procedures*
 - August 26-30, 2024, In Person (San Bernardino), by BOE staff
- Course 2A, *Replacement Cost Estimating of Residential Structures*
 - September 9-13, 2024, Microsoft Teams, by BOE staff
- Course 3, *Residential Appraisal Procedures*
 - September 16-20, 2024, Microsoft Teams, by BOE staff
- Course 5, *Income Approach to Value*
 - September 23-27, 2024, In Person (Sacramento), by BOE staff

In addition, the following courses were taught by county staff for their own staff:

- Orange County taught Course 2A, *Replacement Cost Estimating of Residential Structures*, on September 9-13, 2024.

- Yolo County taught Course 5, *Income Approach to Value*, on September 9-13, 2024.
- Santa Clara County taught Course 120, *Investment Mathematics & Financial Calculators*, on September 16-20, 2024.
- Sacramento County taught Course 5, *Income Approach to Value*, on September 30-October 4, 2024.

Please note, we continually strive to update and modernize our course material. We welcome feedback and critique if specific content needs improvement or if any errors are noted in the material so we can promptly address it.

Training and Certification – Course Updates

We will be offering an increase in course capacity as a trial for Course 3 – Residential Appraisal Procedures, to be held virtually November 4 – November 8. The 29 students on the waitlist have been admitted, increasing the total student capacity for the course from 40 to 69 students. Upon completion, we will evaluate the results to determine if this option could be offered for more courses to help us meet the student demand.

We are also sending out a County Assessors Only Letter to request qualified county instructors to teach BOE courses in an effort to expand the quantity of course offerings.

Projects: Self-Study Electronic Submission & Self-Paced Courses

BOE staff continues to work on the project of converting the 46 self-studies to electronic format. Students will be able to complete and submit the self-study electronically. We will continue to offer the existing format of submitting the document for grading. Currently, we have three online exams undergoing the internal review process and will continue to work through the remaining.

For self-paced online courses, Course 5, *Income Approach to Value* is available on our website to complete for credit at any time. We are investigating technology platforms and working with our technical support team to convert more classes to video and online formats.

Additional training is available on BOE's website at the following links:

- Appraiser/Auditor Appraiser Training: <https://www.boe.ca.gov/proptaxes/castraining.htm>
- Assessment Analyst Training: <https://www.boe.ca.gov/proptaxes/assessmentanalyst.htm>

For more information on continuing education opportunities provided and/or accepted by the BOE, please contact the BOE's training coordinator by email at Appraiser.Training@boe.ca.gov or by telephone at 1-916-274-3350.

Sincerely,

A handwritten signature in blue ink that reads "Lauren Keach". The script is cursive and fluid.

Lauren Keach, Chief
County-Assessed Properties Division
Property Tax Department

LK/gs

cc: Honorable Christina Wynn, President
California Assessors' Association

Ms. Yvette M. Stowers, Executive Director
Mr. David Yeung, Deputy Director