



NOTICE OF SPECIAL BOARD MEETING AGENDA

Written notice is hereby given in accordance with Education Code Section 54957 that a Special Meeting of the Board of Directors of the Ventura County Schools Business Services Authority will be held on:

Thursday, March 14, 2024
VCSBSA Conference Room
1:00 PM

1. OFFICIAL OPENING OF MEETING

A. Call to Order

B. Roll Call

Board:

- President:** Dr. Raul Ramirez, Mesa Union School District
- Vice President:** Dr. Marlene Batista, Mupu Elementary School District
- Clerk:** Kari Skidmore, Santa Clara Elementary School District
- Member:** Dr. Carlos Dominguez, Briggs Elementary School District
- Member:** Dr. Jesus Vaca, Somis Union School District

- Alternate:** Lindsay Winegar, Briggs Elementary School District
- Alternate:** Kim Kuklenski, Mesa Union School District
- Alternate:** Nicole Misewitch, Mupu Elementary School District
- Alternate:** Deann Hobson, Santa Clara Elementary School District
- Alternate:** Robert Fulkerson, Somis Union School District

- VCOE Staff:** Misty Key, Associate Superintendent of Fiscal and Administrative Services
- VCSBSA Staff:** Tami Peterson: Chief Business Official, Rudy Calasin: Director of School Business, Leticia Olmos: Information and Logistics Coordinator

C. Welcome Guests

D. Emergency Additions to the Agenda

E. Approval of Agenda

Motion: _____ Second: _____ Y _____ N _____ A _____

F. Approval of Minutes

The Chief Business Official recommends that the Board of Directors approve the December 7, 2023, minutes as presented.

Motion: _____ Second: _____ Y _____ N _____ A _____

2. Reports/Information/Discussion

A. Chief Business Official Report

The CBO will provide a report of current activities of the VCSBSA office.

B. Ventura County Schools Self-Funding Authority Update

The CBO will provide an update from VCSSFA.

C. VCOE Staff Report(s)

- 1) Misty Key, Deputy Superintendent will be present to provide an update from VCOE Fiscal and Administrative Services.
- 2) Julie Judd, Chief Technology Officer, and Colleen Steed, Director of Data Management & Applications will be present to provide an update from VCOE Technology Services.

D. SPED Report

No Report.

3. Action Items

A. Approval of Consent Agenda

Agenda items presented in this section compose the Consent Agenda and are routine of nature. Unless an item is moved to the Action section at the request of a board member, they will be approved by the board as a group as the first action on the agenda. Each item approved shall be deemed to have been read in full and adopted as recommended.

1) Approval of Financial Statements

The Chief Business Official recommends that the Board of Directors approve the revenue and expenditures as listed on the December 1, 2023 through February 29, 2024, Financial Statements.

2) Approval of Board Report of Commercial Checks

The Chief Business Official recommends that the Board of Directors approve the commercial payments as listed on the December 1, 2023 through February 29, 2024, Board Report of Checks.

3) Approval of Board Report of Purchase Orders

The Chief Business Official recommends that the Board of Directors approve the purchase orders as listed on the December 1, 2023 through February 29, 2024, Board Reports.

4) Approval of Classified Personnel Report

The Chief Business Official recommends that the Board of Directors approve the Classified Personnel Actions as listed. Note: This report denotes action to be taken on Positions as well as Personnel changes.

Vote for items 3A. 1-4

Motion: _____ Second: _____ Y _____ N _____ A _____

B. New Business

1) Review, Discussion, and Approval of the 2023-24 VCSBSA Second Interim Report

Local agency governing boards are required to certify twice a year regarding their ability to meet their financial obligations for the remainder of the current fiscal year and the subsequent two fiscal years, in accordance with Education Code Section 42131. The Second Interim Report covers the financial and budgetary status for the period ending January 31, 2024. The Chief Business Official recommends approval.

Motion: _____ Second: _____ Y _____ N _____ A _____

2) Review, Discussion, and Approval of the VCSBSA Annual Financial Audit for the Fiscal Year Ending June 30, 2023

The Chief Business Official recommends that the Board of Directors approve the VCSBSA Annual Financial Audit for the year ending June 30, 2023. The attached VCSBSA audit has been performed in accordance with the generally accepted auditing standards and the State Controller’s Minimum Audit Requirement for California Special District.

Motion: _____ Second: _____ Y _____ N _____ A _____

3) Review, Discussion, and Ratification of the Law Offices of Young, Minney & Corr, LLP Agreement for Provision of Legal Services

The Chief Business Official recommends that the Board of Directors approve the ratification of the Law Offices of Young, Minney, & Corr, LLP Agreement for Provision of Legal Services.

Motion: _____ Second: _____ Y _____ N _____ A _____

4) Review, Discussion, and Ratification of Streamline Office Solutions Service and Lease Agreement

The Chief Business Official recommends that the Board of Directors approve the ratification of Streamline Office Solutions service and lease agreement.

Motion: _____ Second: _____ Y _____ N _____ A _____

5) Review, Discussion, and Approval of the 2024-2025 Annual Contract with Peak Prep Pleasant Valley School

The Chief Business Official recommends that the Board of Directors approve the 2024-2025 annual contract with Peak Prep Pleasant Valley School.

Motion: _____ Second: _____ Y _____ N _____ A _____

6) Review, Discussion, and Approval of the 2024-2025 Annual Contract with Architecture, Construction, and Engineering Charter High School (ACE)

The Chief Business Official recommends that the Board of Directors approve the 2024-2025 annual contract with Architecture, Construction, and Engineering Charter High School (ACE).

Motion: _____ Second: _____ Y _____ N _____ A _____

7) Review, Discussion, and Approval of the 2024-2025 Annual Contract with Bridges Charter School

The Chief Business Official recommends that the Board of Directors approve the 2024-2025 annual contract with Bridges Charter School.

Motion: _____ Second: _____ Y _____ N _____ A _____

8) Review, Discussion, and Approval of the 2024-2025 Annual Contract with Meadows Arts and Technology Elementary School (MATES)

The Chief Business Official recommends that the Board of Directors approve the 2024-2025 annual contract with Meadows Arts and Technology Elementary School (MATES).

Motion: _____ Second: _____ Y _____ N _____ A _____

9) Review, Discussion, and Approval of the 2024-2025 Annual Contract with River Oaks Academy Charter School

The Chief Business Official recommends that the Board of Directors approve the 2024-2025 annual contract with River Oaks Academy Charter School.

Motion: _____ Second: _____ Y _____ N _____ A _____

10) Review, Discussion, and Approval of the 2024-2025 Annual Contract with Valley Oak Charter

The Chief Business Official recommends that the Board of Directors approve the 2024-2025 annual contract with Valley Oak Charter.

Motion: _____ Second: _____ Y _____ N _____ A _____

11) Review, Discussion, and Approval of the 2024-2025 Annual Contract with Ventura Charter School of Arts and Global Education

The Chief Business Official recommends that the Board of Directors approve the 2024-2025 annual contract with Ventura Charter School of Arts and Global Education.

Motion: _____ Second: _____ Y _____ N _____ A _____

12) Discussion of Potential Training with Melissa Hatch from Hatch & Cesario

Discussion of potential training with Melissa Hatch from Hatch & Cesario.

Motion: _____ Second: _____ Y _____ N _____ A _____

4. Closed Session

- A. During this meeting the Board may adjourn to Executive Session to review and consider the topics below:
 - 1) Labor Negotiations (Government Code Section 54957.6)

5. Future Agenda Items

A. Suggested Agenda Items

B. Future Board Meetings

April 26, 2024

May 31, 2024

6. Adjournment