



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:

Tuesday, June 11, 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 April 26, 2024, minutes as presented.

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

G. Request to Address the Board

Members of the Public that wish to address the Board must first complete a Speaker Form. Speaker Forms must be submitted no later than five (5) minutes prior to the opening of the meeting. Comments are limited to three (3) minutes. Members of the public may address the Board on any matter within the Board’s jurisdiction; however, in accordance with Education Code 35145.5, the Board cannot enter a formal discussion or make a decision on any matter not on the agenda for this meeting. The Board President is in charge of the meeting and will maintain order, set the time limits for the speakers and the subject matter.

H. Public Hearing

- 1.) 2024-25 Proposed Adopted Budget

I. Organizational

- 1) Approval of the Certification of Signatures Effective July 1, 2024, 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

Mary Samples will be present to provide updates on SPED.

- 1) Preschool Discussion

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 April 1, 2024 through May 31, 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 April 1, 2024 through May 31, 2024, Board Report of Checks.

3) Approval of Board Report of Purchase Order

The Chief Business Official recommends that the Board of Directors approve the purchase orders as listed on the April 1, 2024 through May 31, 2024 Board Reports.

4) Approval of Board Resolutions

The Chief Business Official recommends approval of the following resolutions:

- A.) **Resolution 23-24-01** - Authorization for the Ventura County Office of Education to Make Appropriation Transfers Fiscal Year 2024-25

B.) **Resolution 23-24-02** – Authority for the Ventura County Schools Business Services Authority to Improve Compensation and Benefits for Certain Categories for Employees After July 1, 2024

C.) **Resolution 23-24-03** – Authorization to Make Temporary Loans Between Authority Funds for Fiscal Year 2024-25

Vote for items 3A. 1-4

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

B. New Business

1) Review, Discussion, and Adoption of the 2024-2025 VCSBSA Proposed Budget

Education Code Section 42103 requires the governing board of each agency to hold a public hearing on the proposed budget. The hearing must be held any day on or before July 1, but not less than three working days following availability of the proposed budget for public inspection. The budget has been available for public display and is submitted for board approval at this time.

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

2) Discussion and Approval of the VCSBSA Board Meeting Schedule for the 2024-25 Year

The Chief Business Official recommends approval of the VCSBSA Board Meeting for the 2024-25 year as presented.

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

3) Review, Discussion, and Approval of the 2024-25 CA-ERP Financial & Payroll System Agreement with VCOE

The Chief Business Official recommends that the Board of Directors approve the 2024-25 CA-ERP Financial & Payroll System Agreement with VCOE.

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

4) Review, Discussion, and Approval of the Contract with PEAK Prep Pleasant Valley School from July 1, 2024 – September 30, 2024

The Chief Business Official recommends that the Board of Directors approve the contract with PEAK Prep Pleasant Valley School from July 1, 2024 – September 30, 2024.

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

5) Review, Discussion, and Approval of California IT in Education (CITE) Invoice in the Amount of \$3,450.00

The Chief Business Official recommends that the Board of Directors approve California IT in Education (CITE) invoice in the amount of \$3,450.00

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

4. Future Agenda Items

A. Suggested Agenda Items

B. Future Board Meetings

5. Adjournment