



REGULAR MEETING OF THE BOARD OF DIRECTORS

Ventura County Schools Business Services Authority
VCSBSA Conference Room
5189 Verdugo Way
Camarillo, CA 93012
805-383-1974

OFFICIAL AGENDA

Friday, January 18, 2019
1:00 PM

1. OFFICIAL OPENING OF MEETING

- A. Call to Order
- B. Roll Call

Board:

President: Deborah Cuevas, Briggs Elementary School District
Vice President: Jeff Turner, Mesa Union School District
Clerk: Dr. Colleen Robertson, Somis Union School District
Member: Dr. Sheryl Barnd, Mupu Elementary School District
Member: Kari Skidmore, Santa Clara Elementary School District

Alternate: Lindsay Winegar, Briggs Elementary School District
Alternate: Kim Kuklenski, Mesa Union School District
Alternate: Marilyn Beckerman, Mupu Elementary School District
Alternate: Deann Hobson, Santa Clara Elementary School District
Alternate: Scott Mier, Somis Union School District

VCOE Staff: Misty Key, Associate Superintendent of Fiscal and Administrative Services

VCSBSA Staff: Tami Peterson: Chief Business Official, Benny Martinez: Director of School Business, Rudy Calasin: Assistant Director of Fiscal Services, Tanya Rodriguez: Administrative Assistant

- C. Welcome Guests
- D. Emergency Additions to the Agenda
- E. Approval of Agenda (Pg. 1)

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

- F. Approval of Minutes (Pgs. 4-7)

The Chief Business Official recommends that the Board of Directors approve the December 7, 2018 minutes as listed.

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

- G. Public Comments
- H. Public Participation

2. REPORTS/INFORMATION/DISCUSSION

A. VCOE Staff Report(s)

Misty Key, Daryton Ramsey, and Lisa Brown will be present to provide an update from VCOE.

B. Ventura County Schools Self-Funding Authority (VCSSFA) Update (Pgs.8-49)

The Chief Business Official will provide an update from VCSSFA.

- 1) Mandatory Trainings
- 2) Revised Emergency Procedure Flip Chart(Pg.8-45)
- 3) Revision to the Best Practices for Student Activity Transportation (Pg. 46-49)

C. Implementation & Inquiry Network

Board members may wish to make personal reports on meetings, conferences they have attended, or raise questions for subsequent meetings.

- 1) Curriculum Council Report
- 2) Project Directors' Meeting Report
- 3) Bilingual Directors' Meeting Report
- 4) Personnel Directors' Meetings (CPAN/Tri-County)

D. Letters and Communications

E. Chief Business Official Report (Pgs. 50-80)

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

- 1) Assembly Bill 2449-New Dates for Education Officials to Assume Office (Pg. 50)
- 2) EICTC Notification (Pgs. 51-52)
- 3) Block Grants (Pg. 53-61)
- 4) Update on VCSBSA Website Redesign
- 5) Dental and vision meeting scheduled w/ SISC
- 6) LCFF Budget Overview for Parents (Pg. 62-69)
- 7) Harassment Training (Pgs70-80)

3. ACTION ITEMS

A. Approval of Consent Agenda (Pgs. 81-92)

Agenda items presented in this section compose the Consent Agenda and are considered to be 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 Statement (Pgs. 81-87)

The Chief Business Official recommends that the Board of Directors approve the revenue and expenditures as listed on the July 1, 2018 through December 31, 2018 Financial Statements.

2) Approval of Board Report of Commercial Checks (Pg.88)

The Chief Business Official recommends that the Board of Directors approve the commercial payments as listed on the December 1, 2018 through December 31, 2018 Board Report of Checks.

3) Approval of Board Report of Purchase Orders (Pg.89)

The Chief Business Official recommends that the Board of Directors approve the purchase orders as listed on the

December 1, 2018 through December 31, 2018 Board Reports.

4) Approval of Classified Personnel Report (Pgs.90-92)

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 4.A. 1-4

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

B. New Business

1) Review, Discussion, and Approval of VCSBSA Annual Financial Audit for the fiscal year ending June 30, 2018 (Pgs. 93-144)

The Chief Business Official recommends that the Board of Directors approve the VCSBSA Annual Financial Audit for the year ending June 30, 2018. 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 Districts

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) Conference with Labor Negotiators (Government Code Section 54957.6)

Report of actions taken during closed session: The President of the Board will report on actions taken during closed session.

5. ADVANCE PLANNING

A. Future Agenda Items

B. Suggested Agenda Items

C. Future Board Meetings

March 8, 2019-My On Presentation

April 26, 2019

May 17,2019

5. ADJOURNMENT