



OFFICIAL MINUTES

Friday, April 24, 2020
1:00 PM

1. OFFICIAL OPENING OF MEETING

A. Call to Order 1:02 PM

B. Roll Call

Board:

President: Deborah Cuevas, Briggs Elementary School District -**Present**
Vice President: Jeff Turner, Mesa Union School District-**Present arrived at 1:07PM**
Clerk: Dr. Colleen Robertson, Somis Union School District-**Absent**
Member: Dr. Sheryl Barnd, Mupu Elementary School District-**Present**
Member: Kari Skidmore, Santa Clara Elementary School District -**Present**

Alternate: Lindsay Winegar, Briggs Elementary School District
Alternate: Kim Kuklenski, Mesa Union School District
Alternate: Megan Escobar, 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-**Present**
VCSBSA Staff: Tami Peterson: Chief Business Official-**Present**, Benny Martinez: Director of School Business-**Present**, Rudy Calasin: Assistant Director of Fiscal Services-**Present**, Tanya Rodriguez: Administrative Assistant-**Present**

C. Welcome Guests

D. Emergency Additions to the Agenda -None

E. Approval of Agenda (Pgs. 1-4)

Motion: Dr. Sheryl Barnd **Second:** Kari Skidmore Y 3 N 0 A

F. Approval of Minutes (Pgs. 5-8)

The Chief Business Official recommends that the Board of Directors approve the February 28, 2020 minutes as listed.

Motion: Dr. Sheryl Barnd **Second:** Kari Skidmore Y 3 N 0 A 2

G. Review, Discussion, and Action to proceed with Peak Prep Charter (Pgs. 62-66)

The Chief Business Official will discuss with the Board whether to move forward in the process to begin providing services to Peak Prep Charter.

Motion: Kari Skidmore **Second:** Dr. Sheryl Barnd Y 4 N 0 A 1

This was moved from Item 3.8

2. Reports/Information/Discussion

A. VCOE Staff Report(s) (Pgs. 9-12)

Misty Key, Associate Superintendent of Fiscal/Administrative Services, will be present to provide an update from VCOE.

Misty Key provided and discussed with the Board a handout from The Education Coalition on COVID-19's impact on K-12 Education. The handout outlines a wish list if we could pave our own way in funding. Currently there is indications that point to a recession in the months ahead. FCMAT has issued an alert that advises LEA's to start reviewing their cash now. There may not be enough answers on how this will impact budgets during the May Revision. Misty thinks we will begin to revise 2020-21 budgets in and around August or September 2020. The LCAP requirement has been delayed until December 15.

B. Ventura County Schools Self-Funding Authority Update (Pg.13)

The Chief Business Official will provide an update from VCSSFA.

1) Workers' Compensation Dividend 2020-21

The CBO provided the Board with a handout showing the breakdown of a dividend that is being proposed for approval.

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)

No one reported out

D. Chief Business Official Report (Pgs.14-15)

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

1) Best Practices in Times of Fiscal Crisis

The CBO provided the Board with a handout. The CBO believes that the smalls are in good shape financially and have enough reserves to carry them through the impacts of COVID-19.

E. Organizing a Health Care Committee Meeting

The CBO informed the Board that due to gathering and scheduling restrictions, there will not be a healthcare committee meeting to discuss healthcare plan options for the 2020-21 plan year.

F. Discussion of 2020-2021 VCSBSA Board Meeting Calendar

The CBO reminded the Board to start looking at their calendars for the 2020-21 year so that a VCSBSA Board Meeting Schedule can be drafted at our next meeting.

3. Action Items

A. Approval of Consent

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 Statement (Pgs. 16-22)

The Chief Business Official recommends that the Board of Directors approve the revenue and expenditures as listed on the July 1, 2019 through March 31, 2020 Financial Statements.

2) Approval of Board Report of Commercial Checks (Pg.23)

The Chief Business Official recommends that the Board of Directors approve the commercial payments as listed on the February 1, 2020 through March 31, 2020 Board Report of Checks.

3) Approval of Board Report of Purchase Orders (Pg. 24)

The Chief Business Official recommends that the Board of Directors approve the purchase orders as listed on the February 1, 2020 through March 31, 2020 Board Reports.

4) Approval of the 2020-2021 VCSBSA Holiday Schedule (Pg. 25)

The Chief Business Official recommends approval of the 2020-20201 VCSBSA Holiday Schedule.

5) Approval of Obsolete Furniture and Equipment (Pg. 26)

The Chief Business Official recommends that the Board of Directors declare the items listed as obsolete and authorize the CBO to dispose of property in a cost-effective manner.

Vote for items 3A. 1-5

Motion: Jeff Turner Second: Dr. Sheryl Barnd Y 4 N 0 A 1

B. New Business

1) Review, Discussion, and Approval of the Microsoft 365 Licensing Agreement with Ventura County Office of Education

The Chief Business Official and Julie Judd, VCOE TS, will discuss with the Board an agreement for providing Microsoft 365 Licensing.

No Action Taken. Item to be brought back at a future board meeting.

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

2) Review, Discussion, and Approval of the 2020-2021 Annual Contract with Architecture, Construction, and Engineering Charter High School (ACE) (Pgs. 27-32)

The Chief Business Official recommends that the Board of Directors approve the 2020-2021 Annual Contract with ACE Charter High School.

3) Review, Discussion, and Approval of the 2020-2021 Annual Contract with Bridges Charter School (Pgs. 33-38)

The Chief Business Official recommends that the Board of Directors approve the 2020-2021 Annual Contract with Bridges Charter School.

4) Review, Discussion, and Approval of the 2020-2021 Annual Contract with Meadows Arts and Technology Elementary School (MATES) (Pgs. 39-44)

The Chief Business Official recommends that the Board of Directors approve the 2020-2021 Annual Contract with Meadows Arts Technology Elementary School (MATES)

5) Review, Discussion, and Approval of the 2020-2021 Annual Contract with River Oaks Academy Charter School (Pgs. 45-50)

The Chief Business Official recommends that the Board of Directors approve the 2020-2021 River Oaks Academy Charter School.

6) Review, Discussion, and Approval of the 2020-2021 Annual Contract with Ventura Charter School of Arts and Global Education (Pgs. 51-56)

The Chief Business Official recommends that the Board of Directors approve the 2020-2021 Annual Contract with Ventura Charter School of Arts and Global Education

Item 3.B. 2-6

Motion: Jeff Turner Second: Dr. Sheryl Barnd Y 4 N 0 A 1

7) Review, Discussion, and Approval of the SISC Health Benefit Plans and Rates for the October 2020-September 2021 plan year (Pgs. 57-61)

The Chief Business official will present the SISC Health Benefit Rates and Plans for the October 2020 – September 2021 plan year.

The Board approved to dispensing with the Healthcare Committee input and approved the rates as presented.

Motion: Kari Skidmore Second: Dr. Sheryl Barnd Y 4 N 0 A 1

8) Review, Discussion, and Action to proceed with Peak Prep Charter (Pgs. 62-66)

The Chief Business Official will discuss with the Board whether to move forward in the process to begin providing services to Peak Prep Charter.

This Item was moved to 1.G

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

9) Review, Discussion, and Approval of the VCSBSA Fee Structure (Pgs.67-73)

The Chief Business Official will present the current VCSBSA Fee Structure for Board review. The Board will discuss options for changes to the fee structure to ensure financial stability of VCSBSA and equity to the Member Districts and Charter customers.

The Board approved the fee structure with no increase to the Districts.

Motion: Dr. Sheryl Barnd Second: Jeff Turner Y 4 N 0 A 1

4. Closed Session

A. During this meeting the Board may adjourn to Executive Session to review and consider the topics below:

The Board of Directors went into closed session at 2.23 PM. The Board of Directors returned from closed session at 2:37pm.

1) Personnel (Government Code Section 54957)

Chief Business Official Evaluation

2) Personnel (Government Code Section 54957)

Contract Days

Report of actions taken during closed session:

The President of the Board reporting the following:

Item 1) The President of the Board gave direction for completing the CBO Evaluation.

Item 2) The Board of Directors gave unanimous approval to increase the 2019-20 contracted pay by 5 additional days to Tami Peterson, Benny Martinez, Rudy Calasin, and David Norris.

5. Planning

A. Future Agenda Items

B. Suggested Agenda Items

C. Future Board Meetings

May 15, 2020

5. ADJOURNMENT-2:38 PM