



OFFICIAL MINUTES

Thursday May 28, 2020
10:00 AM

1. OFFICIAL OPENING OF MEETING

A. Call to Order-10:07 AM

B. Roll Call

Board:

President: Deborah Cuevas, Briggs Elementary School District **-PRESENT**
Vice President: Jeff Turner, Mesa Union School District **-PRESENT**
Clerk: Dr. Colleen Robertson, Somis Union School District **-PRESENT**
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 **-ABSENT**, Tanya Rodriguez: Administrative Assistant **-PRESENT**

C. Welcome Guests

D. Emergency Additions to the Agenda
NONE

E. Approval of Agenda (Pgs. 1-3)

Motion: Kari Skidmore **Second:** Dr. Colleen Robertson Y 5 N 0 A 0

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

The Chief Business Official recommends that the Board of Directors approve the April 24, 2020 minutes as listed.

Motion: Dr. Sheryl Barnd **Second:** Kari Skidmore Y 5 N 0 A 0

G. Public Hearing

1) 2020-21 Proposed Adopted Budget (handout provided)

2. Reports/Information/Discussion

A. VCOE Staff Report(s)

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

Misty Key shared information on the Senate’s agreement that included no cuts to LCFF and funding COLA with additional cash deferrals. Misty thinks the state will release more information regarding the agreement

within the next 2 weeks.

B. Ventura County Schools Self-Funding Authority Update

The Chief Business Official will provide an update from VCSSFA.

- 1) OSHA Requirements

Handout Provided to the Board

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

- 1) Budget Cuts

Tami shared with the Board that budget cuts are coming. The suggested cuts are worst than she had imagined they would be. The State is proposing 10% cuts to budgets. BSA and the districts will work through these cuts. Tami asked that the Board start preparing and talking to their Board of Trustees about potential vacancies and staffing.

- 2) Announcement of New Superintendents

Jeff Turner announced that Dr. Raul Ramirez will become Mesa Union School District's Superintendent effective July 1, 2020.

Dr. Colleen Robertson announced that Dr. Jesus Vaca will become Somis Union School District's Superintendent effective July 1, 2020.

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. 8-14)**

The Chief Business Official recommends that the Board of Directors approve the revenue and expenditures as listed on the July 1, 2019 through April 30, 2020 Financial Statements.

- 2) **Approval of Board Report of Commercial Checks (Pg. 15)**

The Chief Business Official recommends that the Board of Directors approve the commercial payments as listed on the April 1, 2020 through April 30, 2020 Board Report of Checks.

- 3) **Approval of Board Report of Purchase Orders (Pg. 16)**

The Chief Business Official recommends that the Board of Directors approve the purchase orders as listed on the April 1, 2020 through April 30, 2020 Board Reports.

- 4) **Approval of Board Resolutions**

The Chief Business Official recommends approval of the following resolutions:

- (a) **Resolution 19-20-01-Authorization for the Ventura County Office of Education to make Appropriation Transfers Fiscal year 2020-21. (Pg.17)**

- (b) **Resolution 19-20-02-Authority for the Ventura County Schools Business Services Authority to Improve Compensation and Benefits for certain Categories for Employees after July 1, 2020 (Pg. 18-19)**

(c) Resolution 19-20-03-Authorization to Make Temporary Loans between Authority Funds for Fiscal Year 2020-21. (Pg.20)

Vote for items 3A. 1-4

Motion: Jeff Turner Second: Kari Skidmore Y 5 N 0 A 0

B. New Business

1) Review, Discussion, and Adoption of the 2020-21 VCSBSA Proposed Budget (separate handout provided)

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: Kari Skidmore Second: Dr. Sheryl Barnd Y 5 N 0 A 0

2) Discussion and Approval of VCSBSA Board meeting calendar for 2020-21. (Pg. 21)

Discussion and Approval of VCSBSA Board meeting calendar for 2020-21.

The Board took action and approved the following dates and times for the VCSBSA Board Meeting Schedule:

July 16, 2020 @ 9:00 AM

September 4, 2020 @ 1:00 PM

October 23, 2020 @ 1:00 PM

December 11, 2020 @ 1:00 PM

February 26, 2021 @ 1:00 PM

April 16, 2021 @ 1:00 PM

Maty 27, 2021 @ 1:00 PM

Motion: Jeff Turner Second: Dr. Sheryl Barnd Y 5 N 0 A 0

3) Review, Discussion, and Approval of the Document Tracking Services 2020-21 services agreement. (Pgs. 22-27)

Review, discuss, and approve the Document Tracking Services 2020-21 services agreement as presented.

Motion: Dr. Sheryl Barnd Second: Dr. Colleen Robertson Y 5 N 0 A 0

4) Review, Discussion, Approval of the FP Mailing Solutions agreement. (Pg. 28)

Review, discuss, and approve the FP Mailing Solutions agreement as presented.

Motion: Jeff Turner Second: Kari Skidmore Y 5 N 0 A 0

5) Review, Discussion, Approval of Special Education Transportation

The Board discussed with Mary Samples options for cutting cost on Special Education Transportation. Mary asked that any districts that need services, send her information on the students. Mary will use this information to begin having conversations with companies such as Hop Skip Drive to obtain a quote for transportation services.

No Action Taken

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

6) Review, Discussion, Approval of Cash Flow options for Districts and Charters

The Board voted to approve VCSBSA deferring receipt of fees, as needed, to assist districts with cashflow issues during the 2020-21 fiscal year.

Motion: Dr. Colleen Robertson Second: Dr. Sheryl Barnd Y 5 N 0 A 0

7) Review, Discussion, and Action to Develop a Contract with Peak Prep Charter

The Chief Business Official will discuss with the Board whether to move forward in the process to develop a contract with Peak Prep Charter.

The Board took action and approved moving forward in the process to develop a contract/services agreement with Peak Prep Charter.

Motion: Dr. Sheryl Barnd Second: Jeff Turner Y 5 N 0 A 0

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 11:10 AM. The Board of Directors returned from closed session at 11:38 AM.

1) Personnel (Government Code Section 54957)

Chief Business Official Evaluation

Report of actions taken during closed session:

The President of the Board reported the following:

- 1. The CBO was directed to create a retreat for the Board in July to meet with the new Superintendents and set CBO goals for the upcoming year.**

5. Planning

- A. Future Agenda Items**
- B. Suggested Agenda Items**
- C. Future Board Meetings**

5. ADJOURNMENT-11:40 AM