



**OFFICIAL AGENDA**

Thursday May 28, 2020  
10:00 AM

**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:** 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  
**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 (Pgs. 1-3)**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Y \_\_\_\_\_ N \_\_\_\_\_ A \_\_\_\_\_

**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: \_\_\_\_\_ Second: \_\_\_\_\_ Y \_\_\_\_\_ N \_\_\_\_\_ A \_\_\_\_\_

**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.

**B. Ventura County Schools Self-Funding Authority Update**

The Chief Business Official will provide an update from VCSSFA.

- 1) OSHA Requirements**

**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. Chief Business Official Report**

- 1) Budget Cuts
- 2) Announcement of New Superintendents

**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: \_\_\_\_\_ Second: \_\_\_\_\_ Y \_\_\_\_\_ N \_\_\_\_\_ A \_\_\_\_\_

**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: \_\_\_\_\_ Second: \_\_\_\_\_ Y \_\_\_\_\_ N \_\_\_\_\_ A \_\_\_\_\_

**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.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Y \_\_\_\_\_ N \_\_\_\_\_ A \_\_\_\_\_

**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: \_\_\_\_\_ Second: \_\_\_\_\_ Y \_\_\_\_\_ N \_\_\_\_\_ A \_\_\_\_\_

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

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Y \_\_\_\_\_ N \_\_\_\_\_ A \_\_\_\_\_

**5) Review, Discussion, Approval of Special Education Transportation**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Y \_\_\_\_\_ N \_\_\_\_\_ A \_\_\_\_\_

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Y \_\_\_\_\_ N \_\_\_\_\_ A \_\_\_\_\_

**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.

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) Personnel (Government Code Section 54957)**

Chief Business Official Evaluation

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

**5. Planning**

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

**5. ADJOURNMENT**