



OFFICIAL AGENDA

Friday, December 11, 2020

1:00 PM

Join Zoom Meeting

<https://zoom.us/j/99831018375?pwd=NkJNbFB3Q29KSks9acFNySnZPOUIPUT09>

Meeting ID: 998 3101 8375

Passcode: 382814

1. OFFICIAL OPENING OF MEETING

- A. Call to Order**
- B. Roll Call**

Board:

President: Deborah Cuevas, Briggs Elementary School District
Vice President: Dr. Raul Ramirez, Mesa Union School District
Clerk: Dr. Jesus Vaca, 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: Meagan 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: Director of School Business, Tanya Rodriguez: Administrative Assistant II

- 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 October 23, 2020 minutes as listed.

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

G. Organizational

1) Election of Officers Effective January 1, 2021 (pg. 8)

- (a) President
- (b) Vice President
- (c) Clerk

2) Certification of Signatures Effective January 1, 2021 (pgs. 9-11)

2. Reports/Information/Discussion

A. Ventura County Schools Self-Funding Authority Update

The CBO will provide an update from VCSSFA

- 1) Recommendations for Liability Insurance Limits Use of Facilities(pgs.12-14)**
- 2) Recommendations for Additional Insured Endorsement (pgs. 15-17)**
- 3) Requirements for Wildfires: Preparation and Response (pgs. 18-25)**

B. VCOE Staff Report(s)

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

C. SPED Report

- 1) Mary Samples will be present to provide updates on SPED**

D. 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)**

E. Chief Business Official Report

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

- 1) Reminder: Certificated Layoffs**
- 2) Emergency Phone List (pgs. 26-27)**
- 3) Maintenance Position**
- 4) Server Farm**
- 5) Peak Prep Billing Rates (pg. 28)**
- 6) BSA Office Rotation Schedule**

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 Statement (pgs. 29-35)

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

2) Approval of Board Report of Commercial Checks (pgs. 26-37)

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

3) Approval of Board Report of Purchase Orders (pg.38)

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

4) 2020-21 VCSBSA Salary Schedule (pgs.39-40)

The Chief Business Official recommends that the Board of Directors approve the salary schedule as listed on for the 2020-21 fiscal year.

Vote for items 3A. 1-4

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

4. New Business

A. Review, Discussion, and Approval of Revisions to VCSBSA Employee Handbook. (pg.41)

The Chief Business Official recommends that the Board of Directors approve the handbook revisions as presented for the following areas:

- 1) Salary Schedule Language
- 2) Addition of Longevity Language

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

B. Review, Discussion, and Approval of the 2020-21 VCSBSA First Interim Report (pgs. 42-109)

Local agency governing boards are required to certify twice a year regarding their ability to meet their financial obligations for the remainder of the current fiscal year and the subsequent two fiscal years, in accordance with Education Code Section 42131. The First Interim Report covers the financial and budgetary status for the period ending October 31, 2020. The Chief Business Official recommends approval.

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

5. Benny Retirement Well Wishes

6. Planning

- A. Future Agenda Items
- B. Suggested Agenda Items
- C. Future Board Meetings
 - February 26, 2021
 - April 16, 2021
 - May 27, 2021

7. ADJOURNMENT