



OFFICIAL MINUTES
November 5, 2021
1:00 PM

**Meeting held in person at the BSA conference room and Via Zoom
Join Zoom Meeting**

<https://zoom.us/j/98093639735?pwd=NDZTVjk5dmRwYUlwQm5zWXY3RTd4UT09>

Meeting ID: 980 9363 9735
Passcode: 107430

1. OFFICIAL OPENING OF MEETING

- A. Call to Order 1:15 PM**
- B. Roll Call**

Board:

President: Deborah Cuevas, Briggs Elementary School District -**PRESENT**
Vice President: Dr. Raul Ramirez, Mesa Union School District-**PRESENT**
Clerk: Dr. Jesus Vaca, Somis Union School District-**PRESENT**
Member: Dr. Sheryl Barnd, Mupu Elementary School District-**PRESENT-ARRIVED @ 1:28 PM**
Member: Kari Skidmore, Santa Clara Elementary School District -**PRESENT**

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-**ABSENT**
VCSBSA Staff: Tami Peterson: Chief Business Official-**PRESENT**, Rudy Calasin: Director of School Business-**PRESENT**, Tanya Rodriguez: Administrative Assistant II-**PRESENT**

- C. Welcome Guests**
- D. Approval of Resolution # 21-22-01- Continuing Board of Trustees Authority to Hold Virtual Meetings Pursuant to Assembly Bill 361-Open Meetings State and Local Agencies Teleconferences**

Motion: KARI SKIDMORE **Second:** DR. RAUL RAMIREZ Y 4 N 0 A 1

- E. Emergency Additions to the Agenda**
None

F. Approval of Agenda

Motion: DR. RAUL RAMIREZ Second: DR. JESUS VACA Y 4 N 0 A 1

G. Approval of Minutes

The Chief Business Official recommends that the Board of Directors approve the May 27, 2021, and September 3, 2021, minutes as listed.

Motion: KARI SKIDMORE Second: DR. RAUL RAMIREZ Y 4 N 0 A 1

2. Reports/Information/Discussion

A. Ventura County Schools Self-Funding Authority Update

The CBO will provide an update from VCSSFA

Links provided to updated handouts

- 1.) **Form SFA 5030, Authorization for All Medications Taken During School Hours, School Activities and Field Trips**
<https://www.vcssfa.org/Forms/Medical-Forms/Medications>
- 2.) **Model Property Lease Agreement**
<https://www.vcssfa.org/Agreements/Model-Property-Lease-Agreement>
- 3.) **Revised Facilities Use Agreement and Application for Permit**
<https://www.vcssfa.org/Agreements/Facilities>
- 4.) **Model Facilities Use Improvement and Maintenance Agreement**
<https://www.vcssfa.org/Agreements/Facilities>
- 5.) **Sample Prevention of Communicable Diseases (HIV and Hepatitis B) Annual Notice**
<https://www.vcssfa.org/Risk-Management/Cal-OSHA-Compliance/Bloodborne-Pathogens-Exposure-Control>
- 6.) **Revised Recommendations for Inflatable Amusement Devices**
<https://www.vcssfa.org/Risk-Management/Best-Practices/Student-Activities>

B. VCOE Staff Report(s)

- ~~1) Misty Key, Deputy Superintendent will be present to provide an update from VCOE Fiscal and Administrative Services.~~
- 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.
 - (a) Student Data Privacy-Contracts
Julie reminded the board about having a student data privacy agreement added into contracts with vendors that have access to student data.
 - (b) Consortium Pricing on the following:
 - (a) Securly-Content Filter; Classroom (CB Management); and much more
 - (b) Parent Square-Q Communication
 - (c) Classlink-Single Sign On
Julie informed the Board that VCOE is currently negotiating consortium pricing for Ventura County with the vendor of Securly software. Securly is a one-to-one content filter and Chromebook management software. VCOE is also looking at pricing for Classlink software, which is a single sign on tool and password management.
 - (c) State/Federal Reporting
Colleen reminded the Board that CalPADs Fall 1 data is due November 24, 2021. The Civil Rights Data Collection contact information needs to be verified today. The civil rights collected data submission will

take place sometime in February 2022.

C. SPED Report

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

Mary informed the Board that SELPA is now taking appointments with districts to discuss the ADR and learning loss money that was awarded to the county. Mary reminded the Board that preschool assessments should be started now and are due in December. If a student requests an alternate assessment, then that student would be electing to have an alternate assessment for every type of assessment. They would not be allowed to have the standard assessment for one type of assessment and an alternate for another type of assessment. Mary reminded the Board about keeping service logs for sped. These logs could be required to be submitted to the CDE. The principal and superintendent should be signing off on service logs to verify accuracy of services provided.

D. Implementation & Inquiry Network

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

No one reported out

- 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.

Handouts provided

- 1) Reminder: Triennial Wellness Policy Assessment
<https://www.cde.ca.gov/ls/nu/he/wellness.asp>
- 2) Recruitment Shortages
- 3) Modified Classified Layoff Procedures
- 4) Independent Study Ratios
- 5) AB 361 Resolution Template
- 6) Declining Enrollment

F. Daily Substitute Rate

The Board discussed the daily rates for the substitute pool positions. The Board decided on the following recommendations for approval by each of the governing boards for the Districts and Charters participating in the substitute pool at their December board meeting:

Effective January 1, 2022

Daily substitute pay rate will be as follows:

\$200 per Day for 1-20 days

\$220 per Day for 21-90 days

\$240 per Day for 91 + days

Districts/Charters will need to create a MOU or Hold Harmless agreement stating the sub differential pay rate deducted from the teachers' pay will stay the same. The differential pay rate will not increase at this time due to the new sub daily rate going into effect as of January 1, 2022.

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

The Chief Business Official recommends that the Board of Directors approve the revenue and expenditures as listed on the July 1 ,2021 through October 29, 2021, Financial Statements.

2) Approval of Board Report of Commercial Checks

The Chief Business Official recommends that the Board of Directors approve the commercial payments as listed on the August 1, 2021, through October 29, 2021, Board Report of Checks.

3) Approval of Board Report of Purchase Orders

The Chief Business Official recommends that the Board of Directors approve the purchase orders as listed on the August 1, 2021, through October 29, 2021, Board Reports.

Vote for items 3A. 1-3

Motion: DR. RAUL RAMIREZ Second: DR. JESUS VACA Y 5 N 0 A 0

B. New Business

1) Review, Discussion, and Approval of Modification of the VCSBSA Holiday Calendar with the addition of Juneteenth as a Holiday

The Chief Business Official recommends that the Board of Directors approve the addition of Juneteenth, a recently designated federal holiday, to the VCSBSA holiday calendar, starting in the 2021-22 fiscal Year.

Motion: DR. RAUL RAMIREZ Second: DR. JESUS VACA Y 5 N 0 A 0

4. Closed Session

A. The Board of Directors went into closed session at 2:10 pm. The Board of Directors returned from closed session at 2:26 pm.

1) Labor Negotiations (Government Code Section 54957.6

(a) Stipend

Report of actions taken during closed session:

President of the Board reported that the Board of Directors took action on item 1 with a unanimous vote, to approve a \$500.00 per month Car Use Stipend and \$100.00 per month Phone Use Stipend for Tami Peterson, CBO retroactive to July 1, 2021. The Board of Directors also approved a \$100.00 per month Phone Use Stipend for Rudy Calasin, Director of School Business Services, retroactive to July 1, 2021.

5. Future Agenda Items

A. Suggested Agenda Items

Preschool Referrals for SPED

B. Future Board Meetings

7. ADJOURNMENT 2:31 PM