



REVISED-DRAFT OFFICIAL MINUTES
DECEMBER 10, 2021
1:00 PM

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

Join Zoom Meeting
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Meeting ID: 955 1510 5128
Passcode: 986120

1. OFFICIAL OPENING OF MEETING

- A. Call to Order 1:04 PM**
- B. Roll Call**

Board:

President: Deborah Cuevas, Briggs Elementary School District -**PRESENT**
Vice President: Dr. Raul Ramirez, Mesa Union School District-**ABSENT**
Clerk: Dr. Jesus Vaca, Somis Union School District--**PRESENT**
Member: Dr. Sheryl Barnd, Mupu Elementary School District-**PRESENT—TECH ISSUES**
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-**PRESENT**
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 # 21-22-02- Continuing Board of Trustees Authority to Hold Virtual Meetings Pursuant to Assembly Bill 361-Open Meetings State and Local Agencies Teleconferences (Pgs. 4-6)**

Motion: Kari Skidmore **Second:** Dr. Jesus Vaca Y 3 N 0 A 2

E. Emergency Additions to the Agenda

There were no emergency additions to the agenda.

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

Motion: Dr. Jesus Vaca Second: Kari Skidmore Y 3 N 0 A 2

G. Approval of Minutes (Pgs. 7-10)

The Chief Business Official recommends that the Board of Directors approve the November 5, 2021, minutes as listed.

Motion: Kari Skidmore Second: Dr. Jesus Vaca Y 3 N 0 A 2

H. Organizational (Pgs.11-15)

1) Election of Officers Effective January 1, 2022

(a) President Nominated: **Deborah Cuevas**

Passed: **3-0-2**

(b) Vice President Nominated: **Dr. Jesus Vaca**

Passed: **3-0-2**

(c) Clerk Nominated: **Kari Skidmore**

Passed: **3-0-2**

2) Certification of Signatures Effective January 1, 2022

2. Reports/Information/Discussion

A. Ventura County Schools Self-Funding Authority Update

The CBO will provide an update from VCSSFA

The Chief Business Official informed the Board that liability insurances rates will be going up. Self-Funding is expecting to see about a 35% increase in premiums.

B. VCOE Staff Report(s)

1) Misty Key, Deputy Superintendent will be present to provide an update from VCOE Fiscal and Administrative Services.

Misty Key let the Board know that a Universal Transitional Kindergarten program is coming. VCOE's Director of Early Childhood Programs, Alicia McFarland is preparing information on the program. The Universal Transitional Kindergarten is a phase in plan that will lower the age of acceptance for transitional kindergarten. Misty also notified the Board that the California mandate for later start times for middle and high school students goes into effect July 1, 2022. Misty reminded the Board that if they need any assistance with the LCAP Supplemental to reach out to 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.

Colleen Steed reported to the Board that the CALPADS data has been certified for all the small districts. The amendment window opens on December 18, 2021. At the Q consortium meeting yesterday, they talked about the importance of free lunch applications/alternative forms. Colleen asked if the Board had any feedback on the Parent Square application they would like to share. Colleen provided an update on the Frontline implementation to the Board. The implementation is in progress, but due to deadlines on other projects TS and BSA will need to reconvene in January to continue moving forward. Colleen reminded the Board that the Civil Rights Data Collection is due in February 2022 for the 2020-21 school year.

C. SPED Report

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

Mary reminded the Board about SIRAS IEP software training that is taking place in December and January. Mary directed the Board to check out the SELPA website for dates and registration information. Mary informed the Board that Emily Mostovoy-Luna, SELPA, will be setting up a mental health workgroup

meeting in January. Mary let the Board know that VCOE restructured their salary schedule, and due to this, there will be an increase in cost to LEAs served for SPED Services.

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)

There was nothing reported out on this item.

E. Chief Business Official Report

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

- 1) Copyright Laws (Pgs. 16-19)

The CBO provided a handout reminding the Board of copyright laws. The CBO recommended that the small districts register for the Small School Districts Association's annual conference that will be held in March 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 (Pgs.20-26)

The Chief Business Official recommends that the Board of Directors approve the revenue and expenditures as listed on the July 1, 2021 through November 30, 2021, Financial Statements.

2) Approval of Board Report of Commercial Checks (Pg. 27)

The Chief Business Official recommends that the Board of Directors approve the commercial payments as listed on the November 1, 2021, through November 30, 2021, Board Report of Checks.

3) Approval of Board Report of Purchase Orders (Pg. 28)

The Chief Business Official recommends that the Board of Directors approve the purchase orders as listed on the November 1, 2021, through November 30, 2021, Board Reports.

Vote for items 3A. 1-3

Motion: Kari Skidmore Second: Dr. Jesus Vaca Y 3 N 0 A 2

B. New Business

1.) Review, Discussion, and Approval of the 2021-22 VCSBSA First Interim Report (Pgs. 29-88)

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, 2021. The Chief Business Official recommends approval.

Motion: Dr. Jesus Vaca **Second:** Kari Skidmore Y 3 N 0 A 2

4. Future Agenda Items

A. Suggested Agenda Items

B. Future Board Meetings

January 28, 2022

February 25, 2022

April 29, 2022

May 20, 2022

7. ADJOURNMENT 2:05 PM