



**DRAFT OFFICIAL MINUTES**

January 28, 2022

**1:00 PM**

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

Join Zoom Meeting

<https://zoom.us/j/94039307556?pwd=NFRpdGllWDY4eDVTSElVcjRUSCtPQT09>

**Meeting ID:** 940 3930 7556

**Passcode:** 979122

**1. OFFICIAL OPENING OF MEETING**

- A. Call to Order 1:00 PM**
- B. Roll Call**

**Board:**

- President:** Deborah Cuevas, Briggs Elementary School District **PRESENT**
- Vice President:** Dr. Jesus Vaca, Somis Union School District **PRESENT-LEFT EARLY @ 1:10 PM**
- Clerk:** Kari Skidmore, Santa Clara Elementary School District **PRESENT**
- Member:** Dr. Sheryl Barnd, Mupu Elementary School District **PRESENT**
- Member:** Dr. Raul Ramirez, Mesa Union 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 # 21-22-03- 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. Sheryl Barnd      Y      5      N      0      A      0

- E. Emergency Additions to the Agenda**  
**Change to Item 1.H) Tami Peterson to present instead of Kim Uebelhardt.**
- F. Approval of Agenda (Pgs.1-3)**

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

**G. Approval of Minutes**

The Chief Business Official recommends that the Board of Directors approve the December 10, 2021, minutes as listed.

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

**H. Tami Peterson informed the Board that BSA staff will attend training on credentialing. This training will help to assist and support the districts with teachers that are going through VCOE's Educator Support and Effectiveness Teacher Induction Program.**

**2. Reports/Information/Discussion**

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

The CBO will provide an update from VCSSFA

**Nothing to report out**

**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 briefed the Board on VCOE's plan to try and negotiate pricing on bulk COVID-19 test kits for the LEA's in Ventura County. Weekly COVID testing is required for unvaccinated employees. Currently there are State test sites in operation, however this may dissolve, while the testing requirement remains. Per Cal OSHA the cost of weekly COVID testing is the employer's responsibility. Misty shared that VCOE has received an estimate to purchase test kits directly from Anthem for about \$18.00 per box. Each box contains two (2) test kits.**

**Misty reminded the Board that Somis Union, Santa Clara, and Mupu Elementary are coming up on the County Committee Meeting agenda for Trustee Area Mapping.**

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 informed the Board that the date for CalPADs Fall I data certification has been extended until February 11, 2022. CalPADs Fall II data certifications will be due on March 11, 2022. The Civil Rights Data Collection is due February 28, 2022. Q SIS has the ability to extract most of the data needed for the Civil Rights Data Collection. Colleen updated the Board on the Frontline Implementation. BSA and its member districts and charters are almost finished with the first three LEA's frontline implementations.**

**C. SPED Report**

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

**Mary Samples notified the Board that the annual determination from the state will be coming in the next month or so. Federal grant amounts awarded will be coming out earlier this year than previous years.**

**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)

**Nothing to report out**

**E. Chief Business Official Report**

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

**Tami Peterson reminded the Board that VCOE has announced their Module 2 -LCAP Training dates. The CBO hopes that all the smalls can attend on the same day with the CBO. The CBO will be attending the Ventura County Universal Prekindergarten (UPK) network meeting being held on February 2, 2022. The CBO provided a handout to the Board titled "Additional Details for the Staffing Shortage Executive Order"**

**3. Action Items**

**A. Approval of Consent Agenda (Pgs. 11-20)**

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 December 31, 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 December 1, 2021, through December 31, 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 December 1, 2021, through December 31, 2021, Board Reports

**4) Approval of the 2022-2023 VCSBSA Holiday Schedule**

The Chief Business Official recommends that the Board of Directors approve the 2022-2023 holiday schedule as presented.

Vote for items 3A. 1-4

**Motion: Kari Skidmore      Second: Dr. Raul Ramirez    Y    4    N    0    A    1**

**B. New Business**

**1) Review, Discussion, and Approval of Appointment of Director of Maintenance, Operations, and Transportation and Employment Contract. (Pgs.21-23)**

The Chief Business Official will present an appointment recommendation and employment contract for Board review and approval.

**The Board took action to approve the appointment of Orlando De Leon and the employment contract as presented for the Director of Maintenance, Operations, and Transportation position.**

**Motion: Dr. Raul Ramirez      Second: Dr. Sheryl Barnd    Y    4    N    0    A    1**

**2) Review, Discussion, and Approval of the VCSBSA Annual Financial Audit for the fiscal year ending June 30, 2021. (Handout to be provided under separate cover)**

The Chief Business Official recommends that the Board of Directors approve the VCSBSA Annual Financial Audit for the year ending June 30, 2021. The attached VCSBSA audit has been performed in accordance with the generally accepted auditing

standards and the State Controller's Minimum Audit Requirement for California Special Districts.

**Motion:** Dr. Sheryl Barnd **Second:** Kari Skidmore Y 4 N 0 A 1

**4. Closed Session**

**The Board of Directors entered Executive Session at 1:32 pm to review and consider the topics below: The Board of Directors exited Executive Session at 1:55 pm.**

**The President of the Board reported out that no action was taken.**

**1) Labor Negotiations (Government Code Section 54957.6)**

**5. Future Agenda Items**

**A. Suggested Agenda Items**

**B. Future Board Meetings**

February 25,2022

April 29, 2022

May 20,2022

**6. ADJOURNMENT 1:56 pm**