



**OFFICIAL MINUTES**  
February 25, 2022  
**1:00 PM**

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

Join Zoom Meeting  
<https://zoom.us/j/95265662086?pwd=ek0rU2s5SHIMZS9HNEV3ek96bERoQT09>  
Meeting ID: 952 6566 2086  
Passcode: 942342

**1. OFFICIAL OPENING OF MEETING**

- A. Call to Order-1:02 PM**
- B. Roll Call**

**Board:**

**President:** Deborah Cuevas, Briggs Elementary School District -**PRESENT**  
**Vice President:** Dr. Jesus Vaca, Somis Union School District -**PRESENT**  
**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 # 21-22-04- 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:** DR. RAUL RAMIREZ    **Second:** DR. SHERYL BARND    Y    5    N    0    A    0

- E. Emergency Additions to the Agenda**  
  
**No emergency additions**

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

Motion: KARI SKIDMORE Second: DR. JESUS VACA Y 5 N 0 A 0

**G. Approval of Minutes (Pgs.7-14)**

The Chief Business Official recommends that the Board of Directors approve the December 10, 2021, as revised and the January 28, 2022, minutes as listed.

Motion: KARI SKIDMORE Second: DR. SHERYL BARND Y 5 N 0 A 0

**H. Organizational**

**1) Mupu Elementary School District Representative (Pg. 15)**

- (a) Resignation of Mupu Alternate representative Megan Escobar**
- (b) Designation of Mupu Alternate representative Samantha Borgstedte**

The Chief Business Official recommends that the Board accept the resignation and approve of the designation as presented of the Mupu Alternate Representative.

Motion: DR. SHERYL BARND Second: DR. RAUL RAMIREZ Y 5 N 0 A 0

**2. Reports/Information/Discussion**

**A. Chief Business Official Report**

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

- 1.) California Collaborative for Educational Excellence-Transforming Education in California  
<https://ccee-ca.org/resources/transforming-education-in-california/>

**The CBO updated the board on the upcoming health benefits renewal. SISC has released preliminary information that indicates a 5.5%-8.5% increase to health benefit rates. The CBO is also looking to get quotes from other parties to keep rates down for the next plan year.**

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

The CBO will provide an update from VCSSFA  
**Nothing reported out.**

**C. VCOE Staff Report(s)**

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

**Misty Key advise the Board to not publicly pass resolutions that violate mask mandates.**

- 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.

**Julie Judd has sent out a link to a calendar poll for LEAs interested in scheduling meetings with technology services to discuss goals for the next school year. Julie notified the board that technology services is available to sit in with LEAs at their E-Rate meetings. Category 2 E-rate funds require a 5-year commitment. Julie informed the board that Technology Services is working on quoting Mesa Union for a service level agreement with VCOE. VCOE and Ventura County Schools Self-Funding Authority are working together on building a cybersecurity consortium for Ventura County schools. VCOE is looking software applications to increase cybersecurity.**

**D. SPED Report**

- 1) Mary Samples will be present to provide updates on SPED  
**Mary Samples was not present.**

**E. 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 reported out.**

### 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. 16-22)

The Chief Business Official recommends that the Board of Directors approve the revenue and expenditures as listed on the July 1, 2021 through January 31, 2021, Financial Statements.

##### 2) Approval of Board Report of Commercial Checks (Pg. 23)

The Chief Business Official recommends that the Board of Directors approve the commercial payments as listed on the January 1, 2021, through January 31, 2021, Board Report of Checks.

##### 3) Approval of Board Report of Purchase Orders (Pg. 24)

The Chief Business Official recommends that the Board of Directors approve the purchase orders as listed on the January 1, 2021, through January 31, 2021, Board Reports

Vote for items 3A. 1-3

Motion: DR. RAUL RAMIREZ Second: KARI SKIDMORE Y 5 N 0 A 0

#### B. New Business

##### 1) Review, Discussion, and Approval of the 2021-22 VCSBSA 2<sup>nd</sup> Interim Report (Handout to be provided)

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 Second Interim Report covers the financial and budgetary status for the period ending January 31, 2021. The Chief Business Official recommends approval

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 1:37 PM. The Board of Directors returned from closed session at 1:56 PM.

##### 1) Personnel (Government Code Section 54957)

Chief Business Official Evaluation

**The President of the Board had nothing to report out.**

### 5. Future Agenda Items

#### A. Suggested Agenda Items

#### B. Future Board Meetings

April 29, 2022

May 20, 2022

**6. ADJOURNMENT 1:57 PM**