



OFFICIAL MINUTES
Tuesday, June 11, 2024
VCSBSA Conference Room
1:00 PM

1. OFFICIAL OPENING OF MEETING

A. Call to Order: 1:03 p.m.

B. Roll Call

Board:

President: Dr. Raul Ramirez, Mesa Union School District - **PRESENT**

Vice President: Dr. Marlene Batista, Mupu Elementary School District - **ABSENT**

Clerk: Kari Skidmore, Santa Clara Elementary School District - **PRESENT**

Member: Dr. Carlos Dominguez, Briggs Elementary School District - **PRESENT**

Member: Dr. Jesus Vaca, Somis Union School District - **PRESENT**

Alternate: Lindsay Winegar, Briggs Elementary School District

Alternate: Kim Kuklenski, Mesa Union School District

Alternate: Nicole Misewitch, Mupu Elementary School District

Alternate: Deann Hobson, Santa Clara Elementary School District

Alternate: Robert Fulkerson, Somis Union School District

VCSBSA Staff: Tami Peterson: Chief Business Official - **PRESENT**, Rudy Calasin: Director of School Business - **PRESENT**, Leticia Olmos - **PRESENT**

C. Welcome Guests

D. Emergency Additions to the Agenda: None

E. Approval of Agenda

Motion: Kari Skidmore **Second:** Dr. Jesus Vaca **Y** 4 **N** 0 **A** 1

F. Approval of Minutes

The Chief Business Official recommends that the Board of Directors approve the April 26, 2024 minutes as presented.

Motion: Dr. Carlos Dominguez **Second:** Dr. Jesus Vaca **Y** 4 **N** 0 **A** 1

G. Request to Address the Board

Members of the Public that wish to address the Board must first complete a Speaker Form. Speaker Forms must be submitted no later than five (5) minutes prior to the opening of the meeting. Comments are limited to three (3) minutes. Members of the public may address the Board on any matter within the Board's jurisdiction; however, in

accordance with Education Code 35145.5, the Board cannot enter a formal discussion or make a decision on any matter not on the agenda for this meeting. The Board President is in charge of the meeting and will maintain order, set time limits for the speakers and the subject matter.

Kelly Simon, representing Bridges and VCOE Charters, requested to address the Board on a general comment. Kelly expressed her concerns on the contracts between the charters and VCSBSA. Currently, the operating charge for the charters is 6.75% of their revenue, while the districts pay an average of 1.75% of their revenue, in which, about 85% of VCSBSA’s revenue is coming from the charters. She has shopped around and found a back office that charges 1.75% of the charter’s revenue. For fourteen (14) years, Bridges Charter has maintained a positive relationship with VCSBSA and would like to continue to work with VCSBSA, but with the fees currently being charged, they may need to go with another back office. She asked the Board to review the current charter fees and contracts.

H. Public Hearing

1) 2024-25 Proposed Adopted Budget

Dr. Ramirez opened the hearing at 1:10 PM for public comments.

There were no public comments.

Dr. Ramirez closed the hearing at 1:11 PM.

I. Organizational

1) Approval of Certification of Signatures Effective July 1, 2024, as presented.

Motion: Kari Skidmore Second: Dr. Carlos Dominguez Y 4 N 0 A 1

2. Reports/Information/Discussion

A. Chief Business Official Report

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

The CBO provided an update on the districts’ Budget and LCAP public hearings, which will be completed this week. It’s been a full month of preparing and planning for the districts’ budgets and LCAPs.

Dr. Ramirez expressed his appreciation to Tami, Rudy, and the entire VCSBSA staff for supporting the districts.

B. Ventura County School Self-Funding Authority Update

The CBO will provide an update from VCSSFA.

CBO attended VCSSFA Executive Committee meeting this morning. Several important documents in reference to SB88 Pupil Transportation, will be emailed to the sites once approved at next week’s Executive Committee meeting.

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 let the Board know the Property, Liability, and Workers Comp premiums will be going to the board for approval at the next Executive meeting. Claims settlements and payouts for sexual molestation claims in reference to AB218 is costing a lot. Claims statewide have exceeded the dollar amount provided by the state budget COLA. LEA’s will need to self-assess and collect more premiums to pay for these claims as premiums will double. Due to the Workers’ Comp dividends, it will be enough to cover the liability premiums this next year. It gives us a year to find a resolution to pay for these premiums in the future.

2) Julie Judd, Chief Technology Officer, and Colleen Steed, Director of Data Management & Application will be present to provide an update from VCOE Technology.

Julie Judd is pleased with the work being done at each of the sites.

Project Updates:

VCOE Tech will be working with Briggs to image laptops. The phones project at Mesa is almost complete. Mupu was provided a quote for materials on the cameras to be installed at the site. Migrating Kari's office at Santa Clara is almost finished. VCOE Tech is working on ordering Chromebooks, but due to high demand, there are on backorder.

VCOE Tech team did a great job supporting the small districts this year. The Q SIS and CA-ERP agreements have been sent by Julie to the sites. She is working on the sites' Tech Services agreement and will send out soon.

If any of the sites have goals and objectives for next year, please reach out to Julie to schedule a meeting. If the sites have Student Data Privacy agreements on software, please let Julie know.

Ed Tech Hosting will begin with Somis on July 8th – 12th and with Mesa Union from July 15th-19th and July 29th-August 2nd.

CBO expressed her appreciation to Julie and her team for the work and support they've given to the small school districts and VCSBSA.

D. SPED Report

Mary Samples shared with the Board the following information:

Student population is declining, but Special Ed referrals continue to rise. Most recently, preschool referrals are on the rise. Mary has been approved to work with the small school districts next year. She is available to help out, please feel free to reach out to her.

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 Statements

The Chief Business Official recommends that the Board of Directors approve the revenue and expenditures as listed on the April 1, 2024 through May 31, 2024, 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 April 1, 2024 through May 31, 2024, 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 April 1, 2024 through May 31, 2024, Board Reports.

4) Approval of Board Resolution

The Chief Business Official recommends approval of the following resolutions:

- A.) **Resolution #23-24-01** – Authorization for the Ventura County Office of Education to Make Appropriation Transfers Fiscal Year 2024-25
- B.) **Resolution #23-24-02** – Authority for the Ventura County Schools Business Services Authority to Improve Compensation and Benefits for Certain Categories for Employees After July 1, 2024

C.) **Resolution 23-24-03** – Authorization to Make Temporary Loans Between Authority Funds for Fiscal Year 2024-25

Vote for items 3A. 1-4

Motion: Kari Skidmore Second: Dr. Jesus Vaca Y 4 N 0 A 1

B. New Business

1) Review, Discussion, and Adoption of the 2024-2025 VCSBSA Proposed Budget

Education Code Section 42103 requires the governing board of each agency to hold a public hearing on the proposed budget. The hearing must be held any day on or before July 1, but not less than three working days following availability of the proposed budget for public inspection. The budget has been available for public display and is submitted for board approval at this time.

Motion: Dr. Jesus Vaca Second: Dr. Carlos Dominguez Y 4 N 0 A 1

2) Discussion and Approval of the VCSBSA Board Meeting Schedule for the 2024-25 Year

The Chief Business Official recommends approval of the VCSBSA Board Meeting for the 2024-25 year as presented.

Motion: Dr. Carlos Dominguez Second: Dr. Jesus Vaca Y 4 N 0 A 1

3) Review, Discussion, and Approval of the 2024-25 CA-ERP Financial & Payroll System Agreement with VCOE

The Chief Business Official recommends that the Board of Directors approve the 2024-25 CA-ERP Financial & Payroll System Agreement with VCOE.

Motion: Kari Skidmore Second: Dr. Carlos Dominguez Y 4 N 0 A 1

4) Review, Discussion, and Approval of the Contract with PEAK Prep Pleasant Valley School from July 1, 2024 – September 30, 2024

The Chief Business Official recommends that the Board of Director approve the contract with PEAK Prep Pleasant Valley School from July 1, 2024 – September 30, 2024.

Motion: Dr. Jesus Vaca Second: Dr. Carlos Dominguez Y 4 N 0 A 1

5) Review, Discussion, and Approval of California IT in Education (CITE) Invoice in the Amount of \$3,450.00

The Chief Business Official recommends that the Board of Directors approve California IT in Education (CITE) invoice in the amount of \$3,450.00

Motion: Kari Skidmore Second: Dr. Carlos Dominguez Y 4 N 0 A 1

4. Future Agenda Items

A. Suggested Agenda Items

B. Future Board Meetings

5. Adjournment: 2:30 PM