



OFFICIAL AGENDA
Friday, October 25, 2024
VCSBSA Conference Room
1:00 PM

1. OFFICIAL OPENING OF MEETING

A. Call to Order

B. Roll Call

Board:

- President:** Dr. Raul Ramirez, Mesa Union School District
- Vice President:** Dr. Marlene Batista, Mupu Elementary School District
- Clerk:** Kari Skidmore, Santa Clara Elementary School District
- Member:** Dr. Carlos Dominguez, Briggs Elementary School District
- Member:** Dr. Jesus Vaca, Somis Union School District

- 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

- VCOE Staff:** Misty Key, Associate Superintendent of Fiscal and Administrative Services
- VCSBSA Staff:** Tami Peterson: Chief Business Official, Rudy Calasin: Director of School Business, Leticia Olmos: Information and Logistics Coordinator

C. Welcome Guests

D. Emergency Additions to the Agenda

E. Approval of Agenda

Motion: _____ Second: _____ Y _____ N _____ A _____

F. Presentation

1) Informed K12, Dawn Sawyer

G. Approval of Minutes

The Chief Business Official recommends that the Board of Directors approve the September 6, 2024, minutes as presented.

Motion: _____ Second: _____ Y _____ N _____ A _____

H. 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 the time limits for the speakers and the subject matter.

2. Reports/Information/Discussion

A. Chief Business Official Report

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

- 1) **AB 2302 Brown Act**
- 2) **AB 2534 Employer Access to Certificated Employee Records**
- 3) **New Laws Impose New Requirements for Comprehensive School Safety Plans**
- 4) **CDE LCAP Upload Due November 1, 2024**
- 5) **SSC Fiscal Report: Changes to Traditional Independent Study Documentation Requirements**
- 6) **SSC Fiscal Report: New Law Will Impacting Hiring of Certificated Staff**

B. Ventura County Schools Self-Funding Authority Update

The CBO will provide an update from VCSSFA.

- 1) **Title IX Team Compliance Training Workshop – November 1, 2024**
- 2) **What to do if the Division of Occupational Safety and Health (Cal/OSHA) Contacts or Visits – A Site Guide**
- 3) **Recommendations and Requirements for Division of Occupational Safety and Health (Cal/OSHA) Site Inspections**
- 4) **California School Public Relations Association (CalSPRA) Communications Consortium**
- 5) **Recommendations for Liability Insurance Limits – Use of Facilities**
- 6) **Facilities Use Agreement and Application for Permit – VCSSFA Approved 10/15/24**
- 7) **Developing Emergency Action Plans for School Athletics**
- 8) **Model Heat Illness Prevention Plan, Indoor Work Areas**

C. VCOE Staff Report(s)

- 1) Misty Key, Deputy Superintendent will be present to provide an update from VCOE Fiscal and Administrative Services.
- 2) Enoch Kwok, Chief Technology Officer, Joaquin Licea and Colleen Steed, Directors of Data Management & Applications will be present to provide an update from VCOE Technology Services.

D. SPED Report

- 1) Mary Samples is unable to attend.

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 September 1, 2024, through September 30, 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 September 1, 2024, through September 30, 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 September 1, 2024, through September 30, 2024, Board Reports.

Vote for items 3A. 1-3

Motion: _____ Second: _____ Y _____ N _____ A _____

B. New Business

1) Review, Discussion, and Approval of Informed K12 Quote for Implementation Package of a Total of 10 Implemented Processes

Review, discuss, and approve Informed K12 quote for implementation package of a total of 10 implemented processes.

Motion: _____ Second: _____ Y _____ N _____ A _____

2) Discussion and Action of Response to Bridges Charter School Request for Proposals (RFP) for Back Office Services

Motion: _____ Second: _____ Y _____ N _____ A _____

3) Review, Discussion, and Approval of the VCSBSA Employee Handbook Revisions

Review, discuss, and approve the revisions as presented to the Client Agencies in Ventura County, Employment Status: Classified Service, Health, Dental and Vision Insurance, and Violence-Free Workplace section of employee handbook.

Motion: _____ Second: _____ Y _____ N _____ A _____

4. Closed Session

A. During this meeting the Board may adjourn to Executive Session to review and consider the topics below:

1) Personnel (Government Code Section 54957)

(a) Classified Personnel

5. Future Agenda Items

A. Suggested Agenda Items

B. Future Board Meetings

December 13, 2024

February 28, 2025

May 2, 2025

June 6, 2025

6. Adjournment