



OFFICIAL AGENDA
Friday, December 13, 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. Approval of Minutes

The Chief Business Official recommends that the Board of Directors approve the October 25, 2024, and November 22, 2024, minutes as presented.

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

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 the time limits for the speakers and the subject matter.

H. Organizational

- 1.) **Election of Officers Effective January 1, 2025**
 - (a) **President**
 - (b) **Vice-President**
 - (c) **Clerk**
- 2.) **Certification of Signatures Effective January 1, 2025**

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

2. Reports/Information/Discussion

A. Chief Business Official Report

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

B. Ventura County Schools Self-Funding Authority Update

The CBO will provide an update from VCSSFA.

- 1) **School Safety Inspections will begin January 2025 through a contracted vendor from VCSSFA**
- 2) **PurpleAir sensors for air quality testing will be added to every school.**

C. VCOE Staff Report(s)

- 1) Misty Key, Deputy Superintendent will be present to provide an update from VCOE Fiscal and Administrative Services.
- 2) Joaquin Licea, Chief Technology Officer, 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 will be present to provide updates on SPED.

3. Closed Session

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

- 1) **Personnel (Government Code Section 594597)**
 - (a) Classified Personnel

Adjourn from Closed Session

4. Reconvene in Public

A. Report of Action Taken During Closed Session

The President of the Board will report on actions taken during closed session.

5. 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 October 1, 2024, through November 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 October 1, 2024, through November 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 October 1, 2024, through November 30, 2024, Board Reports.

Vote for items 3A. 1-3

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

B. New Business

1) Review, Discussion, and Approval of the 2024-25 VCSBSA First Interim Report

Local agency governing boards and 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, 2024. The Chief Business Official recommends approval.

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

6. Future Agenda Items

A. Suggested Agenda Items

B. Future Board Meetings

February 28, 2025

May 2, 2025

June 6, 2025

7. Adjournment