



**OFFICIAL MINUTES**  
 Friday, January 10, 2025  
**VCSBSA Conference Room**  
**1:00 PM**

**1. OFFICIAL OPENING OF MEETING**

**A. Call to Order:** 1:13 p.m.

**B. Roll Call**

**Board:**

- President:** Dr. Raul Ramirez, Mesa Union School District - **PRESENT**
- Vice President:** Dr. Marlene Batista, Mupu Elementary School District - **PRESENT**
- 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:** Dr. Marlene Batista    **Second:** Kari Skidmore    Y    5    N    0    A    0

**F. Approval of Minutes**

The Chief Business Official recommends that the Board of Directors approve the October 25, 2024, November 22, 2024, and December 13, 2024, minutes as presented.

**Motion:** Dr. Jesus Vaca    **Second:** Dr. Marlene Batista    Y    3    N    2    A    0

**Dr. Carlos Dominguez and Kari Skidmore abstain to approve the October 25, 2024, November 22, 2024, and December 13, 2024, minutes as they were not present at these meetings.**

**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.

**2. 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 December 1, 2024, through December 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 December 1, 2024, through December 31, 2024, Board Report of Commercial 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, 2024, through December 31, 2024, Board Report of Purchase Orders.

**Vote for items 2A. 1-3**

**Motion: Kari Skidmore Second: Dr. Carlos Dominguez Y 5 N 0 A 0**

**B. New Business**

**1) Discussion and Action Regarding Charter Schools’ Fee Schedule and Contracts**

The Chief Business Official presented to the Board the 2024-2026 Charter Schools’ contract that reflects updated fee of 4.50% of the school’s ADA-driven revenues, plus governmental grants and the early termination agreement that either party may terminate the agreement upon six months prior written notice to the other party. Dr. Raul Ramirez asked if Charter Schools’ Fee Schedule and Contracts were sunshined to the Charters. Rudy responded that 3 out of 5 charters were spoken to of the changes and charters were happy with the new fee. Dr. Raul Ramirez expressed his appreciation for reaching out to the charters.

**Motion: Dr. Carlos Dominguez Second: Dr. Jesus Vaca Y 3 N 0 A 2**

**2) Review, Discussion, and Approval of the VCSBSA Annual Financial Audit for the Fiscal Year Ending June 30, 2024**

The Chief Business Official recommends that the Board of Directors approve the VCSBSA Annual Financial Audit for the year ending June 30, 2024. 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 District.

**Motion: Kari Skidmore Second: Dr. Carlos Dominguez Y 5 N 0 A 0**

**3) Review, Discussion, and Approval of Records Classification**

The documents on the attached list Item #1-36 are not permanent records originating in various fiscal years from 2021-2024. These records require a retention period longer than three (3) years and the Chief Business Official requests that these records be classified as Class 2 records.

The documents on the attached list #37-44 are permanent records originating in the fiscal year 1998-2023. These records require a permanent retention period and the Chief Business Official requests that these records be classified as Class 1 permanent records.

**Motion: Dr. Marlene Batista    Second: Dr. Carlos Dominguez Y    5    N    0    A    0**

**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 54957)**

(a). Classified Personnel

The Board of Directors went into closed session at 1:36 PM and returned from closed session at 2:49 PM.  
No Action Taken.

**4. Future Agenda Items**

**A. Suggested Agenda Items**

**B. Future Board Meetings**

**Special Board Meeting: January 27, 2025**

February 28, 2025

May 2, 2025

June 6, 2025

**5. Adjournment: 2:52 PM**