



**OFFICIAL AGENDA**  
Friday, May 2, 2025  
**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 February 28, 2025, 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.

**2. Reports/Information/Discussion**

**A. Chief Business Official Report**

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

**1) Attendance Recovery Presentation – March 19, 2025**

**B. Discussion of the VCSBSA Board Meeting Schedule for the 2025-26 Year**

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

The CBO will provide an update from VCSSFA.

**1) Transportation Agreements**

**2) Workplace Violence Prevention Plan Vendor Letter**

**D. 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.

**E. SPED Report**

1) Mary Samples will be present to provide updates on SPED.

**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 February 1, 2025, through March 31, 2025, 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 February 1, 2025, through March 31, 2025, 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 February 1, 2025, through March 31, 2025, Board Reports.

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Y \_\_\_\_\_ N \_\_\_\_\_ A \_\_\_\_\_

**B. New Business**

**1) Review, Discussion, and Approval of the CliftonLarsonAllen LLP 3-year Proposal for Audit Services**

The Chief Business Official recommends that the Board of Directors approve the proposal for audit services.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Y \_\_\_\_\_ N \_\_\_\_\_ A \_\_\_\_\_

**2) Review, Discussion, and Approval of the SISC Health Benefit Plans and Rates for the October 2025-September 2026 Plan Year**

The Chief Business Official will present the SISC health benefit plans and rates for the October 2025-September 2026 plan year.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Y \_\_\_\_\_ N \_\_\_\_\_ A \_\_\_\_\_

**3) Consideration of Approval of the Public Agency Retirement Services (PARS) Supplementary Retirement Plan**

The Chief Business Official recommends that the Board of Directors approve the Public Agency Retirement Services (PARS) Supplementary Retirement Plan

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Y \_\_\_\_\_ N \_\_\_\_\_ A \_\_\_\_\_

**4) Review, Discussion and Approval of UKG Proposal for Time and Attendance Record Keeping**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Y \_\_\_\_\_ N \_\_\_\_\_ A \_\_\_\_\_

**C. Old Business**

**1) Review, Discussion, and Approval of Revised Charter Schools’ Contract**

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

**2) Labor Negotiations (Government Code Section 54957.6)**

**5. Future Agenda Items**

**A. Suggested Agenda Items**

**B. Future Board Meetings**

June 9, 2025-As per previously discussed of proposed date change

**6. Adjournment**