



OFFICIAL MINUTES
Friday, May 2, 2025
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 - **ABSENT**, Leticia Olmos - **PRESENT**

C. Welcome Guests

D. Emergency Additions to the Agenda: None

E. Approval of Agenda

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

F. Approval of Minutes

The Chief Business Official recommends that the Board of Directors approve the February 28, 2025, minutes as presented.

Motion: Kari Skidmore **Second:** Dr. Raul Ramirez Y 3 N 0 A 1

Dr. Jesus Vaca abstain to approve the September 28, 2025, minutes as he was not present at this meeting.

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. 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

The CBO updated the Board that Rudy is doing fantastic. He had a PET and CT scan done last week results came back showing no signs of cancer. He has a doctor’s appointment next week for the next steps of treatment. The goal is for Rudy to start coming into the office a few days a week beginning in June and be back in the office full time in July.

Dr. Ramirez sends his regards and well wishes to Rudy on behalf of the Board. Dr. Ramirez thanked the staff for stepping in during these months while Rudy has been out; he is very much appreciative of that.

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

The Board reviewed the proposed VCSBSA Board Meeting calendar for the 2025-26 year. The CBO and Information & Logistics Coordinator shared with the Board the 2025-26 Monthly Superintendents meeting dates. Dr. Raul Ramirez asked a new calendar be created to align with the Monthly Superintendents meeting where feasible. Dr. Ramirez asked to email the current version and new version that includes Superintendents meeting dates be emailed to the Board early next week to review. VCSBSA Board Meeting Schedule will be brought back to the table at the next board meeting.

C. Ventura County School 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.

Misty Key provided an update on Cybersecurity. VCOE Tech has a stable secure system by implementing Multi-Factor Authentication (MFA). We all need to do our part to promote best practice for MFA and Cybersecurity to our staff at each LEA.

VCOE contracts with all LEA will stay still one more year with no increase for services, with the exception of Escape and SIS. Services for these two will increase by 2% next year.

- 2) Joaquin Licea, Chief Technology Officer, and Colleen Steed, Director of Data Management & Applications will be present to provide an update from VCOE Technology.

Joaquin Licea shared the following:

VCOE Tech introduced Ricky Leon as Assistant Director, Technology Support. He will be supportive of the small school districts.

Joaquin piggybacks from what Misty Key shared, Cybersecurity needs to be promoted and inform staff on it.

Ricky Leon shared he is excited to work with all the small school districts and looks forward to visiting the sites if he hasn't already done so.

Colleen Steed shared the following:

Attendance Recovery will not be recorded per attendance month, rather it will be recorded up to P2 and recorded hour by hour for each student who participates. There will be a time tracker set up in Q SIS under a separate track to record attendance recovery participation for each student.

LEA's can start submitting applications data for SUN Bucks benefits. Applications are due by September 1, 2025.

E. SPED Report

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

Cycle B compliance – Mupu is complete and Somis has a bit of work to do to complete.

IEP Implementation audit, student names will be sent within the next few days that will be audited.

Personnel Data Report is due by May 9th. Mary is happy to help if you need assistance. Please feel free to contact her.

The White House released the proposed budget for fiscal year 2026 which includes a 15.3% reduction in education funding, below is a list of affected funding:

- The Special Education Simplified Funding Program will consolidate seven Individuals with Disabilities Education Act (IDEA) Programs.
- An increase in charter schools to expand the number of high-quality charter schools.
- \$428 million reduction in Migrant Education and Special Programs for Migrant Students
- \$70 million reduction in Teacher Quality Partnerships
- \$315 million reduction in the Preschool Program.

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 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 February 1, 2025, through March 31, 2025, Board Report of Purchase Orders.

Vote for items 3A. 1-3

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

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 Director approve the proposal for audit services.

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

- 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: Dr. Carlos Dominguez Second: Kari Skidmore Y 3 N 0 A 1
Dr. Jesus Vaca dissented to approve the SISC Health Benefit Plans and Rates for the October 2025-September 2026 Plan year.

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

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

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

C. Old Business

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

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

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)**

The Board of Directors went into closed session at 2:21 PM and returned from closed session at 3:01 PM.

Report of actions taken during closed session:

The President of the Board reported out that on a 4-0 vote the BSA Board of Directors voted to authorize a 2% off-schedule salary payment. The 2% off-schedule percentage will be calculated from the annual base salary in effect as of May 2, 2025, which will include longevity (if applicable) and will not include any additional salary such as overtime, annual stipends, or any other assignments in addition to the regular position held. The employee must be employed as of May 2, 2025, to be eligible to receive the 2% off-schedule.

Also, BSA Board of Directors took action on a 4-0 vote in favor of updating the Chief Business Official Salary Schedule inclusive to the 2024-2025 school year, placing the Chief Business Official on Step 5 of the Chief Business Official Salary Schedule retroactive to July 1, 2024. The CBO will be placed on Step 6 of the Chief Business Official Salary Schedule effective July 1, 2025.

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: 3:04 PM