

EDUCATION TECHNOLOGY JOINT POWERS AUTHORITY

Minutes

REGULAR MEETING OF THE GOVERNING BOARD

December 11, 2025, 2025 1:00 P.M.

Irvine Unified School District Office: 5050 Barranca Parkway, Irvine, CA 92604, Fullerton School District Office: 1401 W. Valencia Drive, Fullerton, CA 92883, Capistrano Unified School District Office: 33122 Valle Road, San Juan Capistrano, CA 92675, Clovis Unified School District Office: 1450 Herndon Avenue, Clovis, CA 93611, El Dorado County Office of Education Office: 6767 Green Valley Road, Placerville, CA 95667, San Juan Unified School District Office: 3738 Walnut Avenue, Carmichael, CA 95608, San Ramon Valley Unified School District Office: 3280 Crow Canyon Road, San Ramon, CA 94526

1. CALL TO ORDER AND ROLL CALL

Minutes:

Brianne Ford called the meeting to order at 1:03 PM.

Present:

Brianne Ford with Irvine Unified School District
Stephanie Avera with Capistrano Unified School District
Susan Rutledge with Clovis Unified School District
Jeremy Davis with Fullerton School District
David Seabury with El Dorado County of Education
Peter Skibitzki with San Juan Unified School District

2. APPROVAL OF MINUTES

Motion Passed: Approve the Minutes from the October 30, 2025 Regular Board Meeting.

Passed with a motion by Susan Rutledge and a second by Jeremy Davis.

Aye Brianne Ford
Aye Stephanie Avera
Aye Susan Rutledge
Aye Jeremy Davis
Aye David Seabury
Aye Peter Skibitzki

3. PUBLIC COMMENT

Anyone may address the Board on any item that is within the Board's subject matter jurisdiction. However, the Board may not take action on any item not on this agenda except as authorized by Government Code section 54954.2.

Kelly Hilton joined the meeting remotely

4. APPROVAL OF AGENDA

Motion Passed: Adopt Agenda, as presented.

Passed with a motion by Susan Rutledge and a second by Jeremy Davis.

Aye Brianne Ford
Aye Stephanie Avera
Aye Susan Rutledge
Aye Jeremy Davis
Aye David Seabury
Aye Peter Skibitzki

Kelly Hilton joined the meeting.

5. ACCEPTANCE OF BOARD MEMBER AND STAFF REPORTS

Minutes: Board members shared their district/counties' situations related to purchases and administrative matters.

6. ACCEPTANCE OF TREASURER REPORT

Minutes: None.

7. ACCEPTANCE OF STANDING REPORTS

7.a. Membership

Minutes: Membership and the interest generated from the CITE conference were discussed.

7.b. Communications

Minutes: The CITE conference presentation and vendor booth and upcoming CASBO conference were discussed.

7.c. Procurement

Minutes: Current and Future RFPs were discussed.

7.d. Goals and Objectives

Minutes: The Annual Goals Progress Report and budget projections were reviewed.

8. ACCEPTANCE OF CONSENT AGENDA

8.a. At this time an item may be removed from the consent calendar by the Board, staff, or community for discussion. Approve all items on the Consent Agenda.

Motion Passed: Approve all items on the Consent Agenda.

Passed with a motion by Susan Rutledge and a second by Jeremy Davis.

Aye Brianne Ford
Aye Stephanie Avera
Aye Susan Rutledge
Aye Jeremy Davis
Aye David Seabury
Aye Peter Skibitzki
Aye Kelly Hilton

9. ITEMS REMOVED FROM CONSENT AGENDA

9.a. Items Removed from Consent Agenda: None.

10. ITEMS OF BUSINESS (ACTION)

10.a. First Interim & SACS Report

Motion Passed: Approve the positive certification of the First Interim and SACS Report.

Passed with a motion by Susan Rutledge and a second by Jeremy Davis.

Aye Brianne Ford
Aye Stephanie Avera
Aye Susan Rutledge
Aye Jeremy Davis
Aye David Seabury
Aye Peter Skibitzki
Aye Kelly Hilton

10.b. Submission of the 2024-25 Annual Financial Audit of the Education Technology Joint Powers Authority

Motion Passed: Receive and file the audit of the 2024-25 financial records of the Education Technology Joint Powers Authority.

Passed with a motion by Susan Rutledge and a second by Jeremy Davis.

Aye Brianne Ford
Aye Stephanie Avera
Aye Susan Rutledge
Aye Jeremy Davis
Aye David Seabury
Aye Peter Skibitzki
Aye Kelly Hilton

11. ITEMS FOR DISCUSSION

11.a. Technology Equipment: iOS and macOS procurement

Minutes: The Technology Equipment: iOS and macOS procurement and associated award were discussed.

12. ADJOURNMENT

Motion Passed: Adjourn the meeting at 2:12 pm.

Passed with a motion by Susan Rutledge and a second by Jeremy Davis.

Aye Brianne Ford
Aye Stephanie Avera
Aye Susan Rutledge

Aye Jeremy Davis
Aye David Seabury
Aye Peter Skibitzki
Aye Kelly Hilton

Future Meetings
January 29, 2026