

EDUCATION TECHNOLOGY JOINT POWERS AUTHORITY

Minutes

REGULAR MEETING OF THE GOVERNING BOARD

September 5, 2024 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 1:12 PM.

Present:

Brianne Ford with Irvine 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

Kelly Hilton with San Ramon Valley Unified School District

2. APPROVAL OF MINUTES

Motion Passed: Approve the Minutes from the June 27, 2024 Regular Board Meeting.

Passed with a motion by David Seabury and a second by Susan Rutledge.

Aye Brianne Ford

Aye Susan Rutledge

Aye Jeremy Davis

Aye David Seabury

Aye Peter Skibitzki

Aye Kelly Hilton

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.

4. APPROVAL OF AGENDA

Motion Passed: Adopt Agenda, as presented.

Passed with a motion by David Seabury and a second by Susan Rutledge.

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

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 was discussed.

7.b. Communications

Minutes: The upcoming CITE conference presentation and vendor booth, weekly updates, and possible partnerships with CITE and ACPENW were discussed and recent and planned communications with members were discussed.

7.c. Procurement

Minutes: Current and Future RFPs, and related Admin Fees were discussed.

7.d. Goals and Objectives

Minutes: None.

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 David Seabury and a second by Susan Rutledge.

Aye Brianne Ford
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. Approve Unaudited Actuals SACS Report

Motion Passed: Approve the unaudited actuals SACS report as presented, pursuant to California Education Code Section 42100.

Passed with a motion by David Seabury and a second by Susan Rutledge.

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

10.b. Approve Annual Evaluation Report

Motion Passed: Approve the Annual Evaluation Report for 2023-24 as presented

Passed with a motion by David Seabury and a second by Susan Rutledge.

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

10.c. Approve Annual Plan.

Motion Passed: Approve the Annual Plan for 2024-25 as presented.

Passed with a motion by David Seabury and a second by Susan Rutledge.

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

10.d. Approve Issuance of Technology Equipment: iOS, macOS and iPadOS Bid

Motion Passed: Approve Resolution No. 24-25-01 authorizing issuance of the Invitation to Bid with the administrative fee as approved at the April 27, 2023 board meeting.

Passed with a motion by David Seabury and a second by Susan Rutledge.

Aye Brianne Ford
Aye Susan Rutledge
Aye Jeremy Davis

Aye David Seabury
Aye Peter Skibitzki
Aye Kelly Hilton

10.e. Approve Issuance of Media Asset Management Systems RFP

Motion Passed: Approve Resolution No. 24-25-02 authorizing issuance of the RFP with scoring criteria as presented and the administrative fee as approved at the April 27, 2023 board meeting.

Passed with a motion by David Seabury and a second by Susan Rutledge.

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

11. ITEMS FOR DISCUSSION

None

12. ADJOURNMENT

Motion Passed: Adjourn the meeting at 2:30 pm.

Passed with a motion by David Seabury and a second by Susan Rutledge.

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

Future Meetings

October 24, 2024