



AGENDA

REGULAR MEETING GOVERNING BOARD

2:00 P.M. January 26, 2023

Ed Tech JPA will hold a Board meeting on January 26, 2023, at 2:00 PM at the 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.

Board agendas may be viewed at <https://edtechjpa.org/department/board-meetings>

The meetings of the Board at which official action is taken shall be public meetings, and no person shall be excluded therefrom.

The agenda will be published at least 72 hours prior to the meeting. Supporting documentation will be provided at the meeting or emailed electronically to members prior to the meeting as it becomes available.

President	Brianne Ford
Vice-President	Jeremy Davis
Secretary	David Seabury
Treasurer	Michael Johnston

Board of Directors Founding Members

Irvine Unified	Founding Member	Brianne Ford/alternate Michelle Bennett
Capistrano Unified	Founding Member	Sean Rozell/alternate Stephanie Avera
Clovis Unified	Founding Member	Michael Johnston/alternate Susan Rutledge
Fullerton	Founding Member	Jeremy Davis/alternate Mike McAdam
El Dorado County of Education	Founding Member	David Seabury/alternate Kevin Monsma
San Juan Unified	Founding Member	Peter Skibitzki/alternate vacant
San Ramon Valley Unified	Founding Member	Stella Kemp/alternate Kelly Hilton

Agenda

1. Determination of a quorum and call to order - roll call
2. Approve the Minutes of the previous regular meeting
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. Each topic or item is limited to 30 minutes; each speaker is limited to 3 minutes.

4. Approval of the Agenda



5. Board Member and Staff Reports

6. Treasurer Report

Michael Johnston will provide an update to the board.

7. Standing Reports

- 7.a.** Membership
- 7.b.** Communications
- 7.c.** Procurement
- 7.d.** Goals and Objectives

8. Consent Agenda

All matters of the Consent Agenda are considered to be routine and will be enacted by the Board in one motion, without prior discussion. At this time an item may be removed from the consent calendar by the Board, staff, or community for discussion.

Recommendation: Approve all items on the Consent Agenda.

Motion:

9. Items Removed from Consent Agenda

9.a.

10. Items of Business (Action)

10.a. Approve the Minimum Price Guarantee related to upcoming contract negotiations.

Background Information: At the December 5, 2019 board meeting Brianne Ford and Michael Johnston were authorized to establish criteria for the Minimum Price Guarantee.

Recommendation: Approve the Minimum Price Guarantee as presented with the understanding that terms may be negotiated on a case-by-case basis.

Motion:

10.b. Approve the Administrative Fee related to upcoming contract negotiations.

Background Information: At the December 5, 2019 board meeting Brianne Ford and Michael Johnston were authorized to develop an Administrative Fee. A revision to the Administrative Fee was approved by the Board at the January 23, 2020 board meeting. The board desires to update the Administrative Fee to include additional tiers.

Recommendation: Approve the existing Administrative Fee as presented through June 30, 2023; Approve the updated Administrative Fee as presented effective July 1, 2023, with the understanding that terms may be negotiated on a case-by-case basis. The updated Administrative Fee shall be retroactive for all previous procurements and contracts as of July 1, 2023.

Motion:

10.c. Approve Bylaws.



Background Information: Ed Tech JPA Bylaws were initially approved by the Board at the May 10, 2019 board meeting. Revisions to the Bylaws were approved by the Board at the February 25, 2021 board meeting. The Board desires to review the Bylaws annually.

Recommendation: Approve the Bylaws as presented.

Motion:

10.d. Approve Operating Procedures and Host Agency Fee Proposals.

Background Information: Ed Tech JPA Operating Procedures and Host Agency and Fee Proposal revisions were approved by the Board at the September 8, 2022 board meeting. The Board desires to review the Operating Procedures and Host Agency Fee Proposals annually.

Recommendation: Approve the Operating Procedures and Host Agency Fee Proposals as previously approved.

Motion:

10.e. Approve primary and secondary designees for Irvine Unified School District, Capistrano Unified School District and Clovis Unified School District.

Background Information: On February 7, 2019 the Board approved:
Brienne Ford as the primary designee and Michelle Bennett as the secondary designee for Irvine Unified School District;
Michael Johnston as the primary designee and Susan Rutledge as the secondary designee for Clovis Unified School District; and
John Morgan as the primary designee and Stephanie Avera as the secondary designee for Capistrano Unified School District.

On January 28, 2021 the Board approved Sean Rozell as the primary designee for Capistrano Unified School District due a resignation from John Morgan.

The Board desires to re-evaluate director assignments every four (4) years pursuant to section V.B. of the Bylaws. The current primary and secondary designees have performed well and staff proposes their re-election.

Recommendation: Approve:

Brienne Ford as the primary designee for Irvine Unified School District;
Michelle Bennett as the secondary designee for Irvine Unified School District;
Michael Johnston as the primary designee for Clovis Unified School District;
Susan Rutledge as the secondary designees for Clovis Unified School District;
Sean Rozell as the primary designee for Capistrano Unified School District;
Stephanie Avera as the secondary designee for Capistrano Unified School District.



Motion: Approve primary and secondary designees for Irvine Unified School District, Capistrano Unified School District and Clovis Unified School District as presented.

10.f. Approve Laura Fry as the secondary designee for San Juan Unified School District

Background information: The secondary board member designee for San Juan Unified School District, Susan Kane, has relocated resulting in a vacancy in the board. San Juan Unified School District wishes to appoint Laura Fry as their new secondary designee.

Recommendation: Approve Laura Fry as secondary designee for San Juan Unified School District

Motion:

11. Items for Discussion

11.a. Prior Board Approval for expenditures exceeding \$2,500.00

11.b. Discuss CASBO Expo participation and support

Closing Items

12. Adjournment

Future Meetings

February 23, 2023