

**SOUTHERN CALIFORNIA REGIONAL OCCUPATIONAL CENTER  
BOARD OF EDUCATION  
MEETING**

**2300 Crenshaw Boulevard, Torrance, CA 90501  
Board Room**

**April 21, 2011  
6:00 p.m. – Open Session**

**CALL MEETING TO ORDER:**

Time: \_\_\_\_\_

**BOARD MEMBERS:**

Ms. Barbara Lucky, Esq., President, Palos Verdes Peninsula Unified School District \_\_\_\_\_

Ms. Heidi Ashcraft, Vice-President, Board Member-at-Large \_\_\_\_\_

Dr. William Watkins, Clerk, El Segundo Unified School District \_\_\_\_\_

Mr. Bill Fournell, Manhattan Beach Unified School District \_\_\_\_\_

Ms. Alice Grigsby, Board Member-at-Large \_\_\_\_\_

Ms. Maritza Molina, Centinela Valley Union High School District \_\_\_\_\_

Mr. Al Muratsuchi, Esq., Torrance Unified School District \_\_\_\_\_

Ms. Trina Williams, Inglewood Unified School District \_\_\_\_\_

TBD, Redondo Beach Unified School District \_\_\_\_\_

**SUPERINTENDENT:**

Christine A. Hoffman, Ed.D. \_\_\_\_\_

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

Approve the April 21, 2011 agenda.

Move:\_\_\_ Second:\_\_\_ Vote:\_\_\_

HA\_\_\_ BF\_\_\_ AG\_\_\_ BL\_\_\_ MM\_\_\_ AM\_\_\_ WW\_\_\_ TW\_\_\_ RBUSD Member\_\_\_

**PROGRAM HIGHLIGHT:**

None

**COMMENDATIONS/RECOGNITION:**

John Ducar, DDS – Ducar & Shepard Inc	A. Helaire
Dijural Reed, SoCal ROC	C. Hoffman

**STUDENT VOICES:**

Maceo Dabney, Student, Introduction to Video Game Design Palos Verdes High School	A. Helaire
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**COMMENTS FROM THE PUBLIC**

Individual speakers shall be allowed three (3) minutes to address the Board on each agenda or non-agenda item. The Board shall limit the total time for public input on each item to 20 minutes.

1. Board Agenda Items: Any member of the audience may speak to any agenda item by submitting a yellow card (located on back table). Please hand the completed card to the administrative assistant at the Board table. When the item is considered by the Board, individuals submitting yellow cards will be called upon prior to Board action.
2. Topics Not on Agenda: Anyone in attendance may address any issue by following the same procedure process listed above. Since the Board cannot take action on items which are not on the agenda, such items may be referred to the Superintendent for handling. Individuals interested in speaking to items which are not on the agenda will be called upon at this time.

**ACKNOWLEDGEMENT OF CORRESPONDENCE TO THE BOARD**

**EMPLOYEE GROUP REPRESENTATIVES**

- Certificated Representative – Sylvia Owens
- Classified Representative – Patricia Morrow

**STAFF REPORTS**

- |   |            |
|---|------------|
| • Update Budget Committee Meeting         | C. Hoffman |
| • Update Modernization Project Building A | C. Hoffman |

**CONSENT CALENDAR:**

pp. 8

**ITEM NO.**

- 1      APPROVE BOARD MINUTES OF MARCH 31, 2011      pp. 9-20  
  
Approve the minutes of the March 31, 2011 Board Meeting.
  
- 2      APPROVE PAYROLL A WARRANT REPORT – MARCH, 2011      pp. 21  
  
Approve A Warrants issued for the month of March 1, 2011 through March 31, 2011 drawn in payment of salaries.
  
- 3      APPROVE B-WARRANT REPORT – MARCH, 2011      pp. 22  
  
Approve B Warrant Registers #0301 - #0331 issued during the month of March 1, 2011 through March 31, 2011.
  
- 4      APPROVE B-WARRANTS ISSUED WITHOUT PURCHASE ORDERS FOR MARCH, 2011      pp. 23-26  
  
Approve the B-Warrants from Doc #073189 through #073236 for the period of March 1, 2011 through March 31, 2011 totaling \$39,725.44 for items not issued on purchase orders since the last Board meeting of March 31, 2011.
  
- 5      APPROVE PERSONNEL ASSIGNMENT ORDERS      pp. 27-28  
  
Approve and ratify Personnel Assignment Orders #7336 - #7346 that were assigned since the last Board of Education meeting of March 31, 2011.
  
- 6      APPROVE PURCHASE ORDER REPORT – MARCH, 2011      pp. 29-30  
  
Ratify purchase orders 10110294 through 10110311 for a total of \$310,152.82 for the period of March 1, 2011 through March 31, 2011 have been issued since the last Board meeting of March 31, 2011 for miscellaneous supplies, services, and equipment. Copies of the issued purchase orders are available for your information and review at the Board table.
  
- 7      APPROVE REVOLVING CASH FUND – MARCH, 2011      pp. 31-33  
  
Approve the Revolving Cash Fund checks written for the month of March 2011.

- 8 APPROVE SOCAL ROC RECOGNITION ACCOUNT – MARCH, 2011 pp. 34-35

Approve the SoCal ROC Recognition Account for the month of March 2011.

- 9 APPROVE AFFILIATION AGREEMENTS pp. 36-38

Approve On-the Job training site Affiliation Agreements for the SoCal ROC programs listed:

<u>AFFILIATE</u>	<u>STATUS</u>	<u>PROGRAM</u>
Woody's Do-it-Yourself Doggy Wash	New	Pet Grooming and Boarding
Target Pharmacy	New	Pharmacy Technician
Do Medical	New	Medical Assisting
Family Allergy and Asthma Medical Center	New	Medical Assisting
Eric Mc Cloud, M.D.	New	Medical Assisting
The Children's Dental Center	New	Registered Dental Assisting/Dental Assisting
Kazuo Tomimatsu, DDS	New	Registered Dental Assisting/Dental Assisting
Dockside Dental	New	Registered Dental Assisting/Dental Assisting
Ruth Kawakami, DDS	New	Registered Dental Assisting/Dental Assisting
Hamid Giah, DDS, Inc.	New	Registered Dental Assisting/Dental Assisting
Diane Sizgorich, DDS & Jerrine Summer, DDS	New	Registered Dental Assisting/Dental Assisting
Alpine Village Dental Office	New	Registered Dental Assisting/Dental Assisting
Achieve Medical Group	New	Medical Insurance Billing
Torrance Orthopedic and Sports Medicine Group	New	Medical Insurance Billing
Michael E. Mosig, DDS	Renewal	Registered Dental Assisting/Dental Assisting
Carmen Castillo, DDS	Renewal	Registered Dental Assisting/Dental Assisting
Sonis Remolina-Warren, DDS	Renewal	Registered Dental Assisting/Dental Assisting
Smile Care Family Dental	Renewal	Registered Dental Assisting/Dental Assisting

- 10 NOTIFICATION OF E-WASTE DISPOSAL pp. 39-41

Approve disposal of inventory no longer suitable for the Center.

- MOTION TO APPROVE CONSENT CALENDAR NUMBERS 1 THROUGH 10 Action

Move:\_\_\_ Second:\_\_\_ Vote:\_\_\_

HA\_\_\_ BF\_\_\_ AG\_\_\_ BL\_\_\_ MM\_\_\_ AM\_\_\_ WW\_\_\_ TW\_\_\_ RBUSD Member\_\_\_

**PERSONNEL**

No Items

**BUSINESS SERVICES**

No Items

**GENERAL**

1. Second Reading/Approval of Board Policies/Administrative Regulations  
 (Submitted under separate cover) C. Hoffman pp. 42-43  
Action

<b>Delete</b>	<b>Update</b>	<b>Replaces With</b>	<b>Title</b>
SoCal ROC AR 4113.4 4213.4 4313.4			Temporary Modified/ Light Duty Assignment
	SoCal ROC BP 4115		Evaluation/Supervision
	SoCal ROC AR 4115		Evaluation/Supervision
	SoCal ROC BP 4119.11 4219.11 4319.11		Sexual Harassment: Classified/Certificated/ Management
SoCal ROC AR 4119.11 4219.11 4319.11		CSBA AR 4119.11 4219.11 4319.11	Sexual Harassment: Classified/Certificated/ Management
SoCal ROC 4157.1 4257.1 4357.1		CSBA BP 4157.1 4257.1 4357.1	Work-Related Injuries: Classified/Certificated/ Management
	SoCal ROC AR 4157.1 4257.1 4357.1		Work-Related Injuries: Classified/Certificated/ Management
SoCal ROC BP 4161 4261 4361		CSBA BP 4161 4261 4361	Leaves: Classified/Certificated/ Management
	SoCal ROC AR 4161 4261 4361		Leaves: Classified/Certificated/ Management

Move:\_\_\_ Second:\_\_\_ Vote:\_\_\_

HA\_\_\_ BF\_\_\_ AG\_\_\_ BL\_\_\_ MM\_\_\_ AM\_\_\_ WW\_\_\_ TW\_\_\_ RBUSD Member\_\_\_

2. First Reading of Board Policies/Administrative Regulations  
 (Submitted under separate cover)

C. Hoffman

pp. 44-45  
 Information

<b>Delete</b>	<b>Update</b>	<b>Replaces With</b>	<b>Title</b>
SoCal ROC BP 4131.5			Professional Growth
SoCal ROC AR 4161.3 4261.3			Professional Leaves
SoCal ROC BP 4240			Employees Association
SoCal ROC BP 4243.1			Public Notice – Personnel Negotiations
SoCal ROC BP 4244		CSBA BP 4244 4144 4344	Complaints
SoCal ROC AR 4244		CSBA AR 4244 4144 4344	Complaints
SoCal ROC BP 4251		CSBA BP 4251 4151 4351	Employee Compensation
	SoCal ROC AR 4253		OvertimePay/ Compensatory Time Off
SoCal ROC AR 4261.2		CSBA AR 4261.2 4161.2 4361.2	Personal Leaves
SoCal ROC BP 4300 AR 4300		CSBA BP 4300 CSBA AR 4300	Administrative and Supervisory Personnel
SoCal ROC AR 4311			Recruitment and Selection

**BOARD MEMBERS' REMARKS**

**SUPERINTENDENT'S REMARKS**

**CLOSED SESSION**

**Adjourn to Closed Session**

Move:\_\_\_ Second:\_\_\_ Vote:\_\_\_

HA\_\_\_ BF\_\_\_ AG\_\_\_ BL\_\_\_ MM\_\_\_ AM\_\_\_ WW\_\_\_ TW\_\_\_ RBUSD Member\_\_\_

1. Potential Litigation.  
Significant exposure to litigation pursuant to Government Code Section 54956.9 (b) (One Case).” – Legal Counsel, Eric Bathen

Any action taken in Closed Session will be reported out in Open Session

**Adjourn to Open Session**

Move:\_\_\_ Second:\_\_\_ Vote:\_\_\_

HA\_\_\_ BF\_\_\_ AG\_\_\_ BL\_\_\_ MM\_\_\_ AM\_\_\_ WW\_\_\_ TW\_\_\_ RBUSD Member\_\_\_

**Adjourn Meeting**

Move:\_\_\_ Second:\_\_\_ Vote:\_\_\_

HA\_\_\_ BF\_\_\_ AG\_\_\_ BL\_\_\_ MM\_\_\_ AM\_\_\_ WW\_\_\_ TW\_\_\_ RBUSD Member\_\_\_