

**SOUTHERN CALIFORNIA REGIONAL OCCUPATIONAL CENTER  
BOARD OF EDUCATION  
MEETING  
2300 Crenshaw Boulevard, Torrance, CA 90501  
Board Room**

**February 17, 2011  
6:00 p.m. - Open Session**

**CALL MEETING TO ORDER:**

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

**BOARD MEMBERS:**

Ms. Barbara Lucky, 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, Torrance Unified School District \_\_\_\_\_

Ms. Arlene Staich, Redondo Beach Unified School District \_\_\_\_\_

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

**SUPERINTENDENT:**

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

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

Approve the February 17, 2011 agenda.

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

HA\_\_\_ BF\_\_\_ AG\_\_\_ BL\_\_\_ MM\_\_\_ AM\_\_\_ AS\_\_\_ WW\_\_\_ TW\_\_\_

**PROGRAM HIGHLIGHT:**

None

**COMMENDATIONS/RECOGNITION:**

SoCal ROC Board Members' Recognition C. Hoffman

**STUDENT VOICES:**

George Takis, Student, Redondo Shores High School P. Morrow  
Adobe Suite CS3 Photoshop  
Risha Takis, Parent

**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 on Building A Modernization   | C. Hoffman  | Information |
| • Update on SoCal ROC Budget Committee | L. St. Gean | Information |

**CONSENT CALENDAR:**

pp. 8

**ITEM NO.**

- 1 APPROVE BOARD MINUTES OF JANUARY 20, 2011 pp. 9-18  
Approve the minutes of the January 20, 2011 Board Meeting.
- 2 APPROVE ACCEPTANCE OF GIFTS pp. 19-20  
Approve Acceptance of gifts donated to the Center.
- 3 APPROVE PAYROLL A WARRANT REPORT – JANUARY, 2011 pp. 21  
Approve A Warrants issued for the month of January 1, 2011 through January 31, 2011 drawn in payment of salaries.
- 4 APPROVE B-WARRANT REPORT – JANUARY, 2011 pp. 22  
Approve B Warrant Registers #0101 - #0131 issued during the month of January 1, 2011 through January 31, 2011.
- 5 APPROVE B-WARRANTS ISSUED WITHOUT PURCHASE ORDERS FOR JANUARY, 2011 pp. 23-26  
Approve the B-Warrants from Doc #073103 through #073154 for the period of January 1, 2011 through January 31, 2011 totaling \$39,789.06 for items not issued on purchase orders since the last Board meeting of January 20, 2011.
- 6 APPROVE PERSONNEL ASSIGNMENT ORDERS pp. 27-28  
Approve and ratify Personnel Assignment Orders #7307 - #7325 that were assigned since the last Board of Education meeting of January 20, 2011.
- 7 APPROVE PURCHASE ORDER REPORT – JANUARY, 2011 pp. 29-31  
Ratify purchase orders 10110232 through 10110264 for a total of \$30,262.08 for the period of January 1, 2011 through January 31, 2011 have been issued since the last Board meeting of January 20, 2011 for miscellaneous supplies, services, and equipment. Copies of the issued purchase orders are available for your information and review at the Board table.

8 APPROVE REVOLVING CASH FUND – JANUARY, 2011 pp. 32-34  
Approve the Revolving Cash Fund checks written for the month of January 2011.

9 APPROVE SOCAL ROC RECOGNITION ACCOUNT – JANUARY, 2011 pp. 35-36  
Approve the SoCal ROC Recognition Account for the month of January 2011.

10 APPROVE AFFILIATION AGREEMENTS pp. 37-38  
Approve On-the Job training site Affiliation Agreements for the SoCal ROC programs listed:

<u>AFFILIATE</u>	<u>STATUS</u>	<u>PROGRAM</u>
Mark Taira, DDS	New	Dental Assisting/Registered Dental Assisting
Walgreens Company	New	Pharmacy Technician
Rainbow’s Kids Family Childcare	New	Developmental Psychology of Children
Sharda Bhasin	New	Medical Assisting
Hicham Siouty, M.D.	New	Medical Assisting
South Bay Family Health Care	New	Medical Assisting
Victorian Care Medical Center, Inc.	New	Medical Assisting
Presbyterian Intercommunity Hospital	New	Phlebotomy

11 APPROVE CONTRACT WITH QWEST pp. 39-47  
Approve SoCal ROC contract with Qwest to provide additional hours of technical support for technology infrastructure

12 APPROVE AGREEMENT WITH PRESBYTERIAN INTERCOMMUNITY HOSPITAL pp. 48-62  
Approve Agreement with Presbyterian Intercommunity Hospital to provide practical field Experience and the use of facility for the Phlebotomy Program students.

MOTION TO APPROVE CONSENT CALENDAR NUMBERS 1 THROUGH 12 Action

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

HA\_\_\_ BF\_\_\_ AG\_\_\_ BL\_\_\_ MM\_\_\_ AM\_\_\_ AS\_\_\_ WW\_\_\_ TW\_\_\_

**PERSONNEL**

No Items

**BUSINESS SERVICES**

1. Approve Resolution 02-2011-01 to transfer funds to Deferred Maintenance Fund L. St. Gean pp. 63-64  
Action

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

HA\_\_\_ BF\_\_\_ AG\_\_\_ BL\_\_\_ MM\_\_\_ AM\_\_\_ AS\_\_\_ WW\_\_\_ TW\_\_\_

2. Approve Budget Adjustment BA004 L. St. Gean pp. 65-67  
Action

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

HA\_\_\_ BF\_\_\_ AG\_\_\_ BL\_\_\_ MM\_\_\_ AM\_\_\_ AS\_\_\_ WW\_\_\_ TW\_\_\_

**GENERAL**

1. Approve Proclamation designating the month of February as Career and Technical Education Month C. Hoffman pp. 68-69  
Action

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

HA\_\_\_ BF\_\_\_ AG\_\_\_ BL\_\_\_ MM\_\_\_ AM\_\_\_ AS\_\_\_ WW\_\_\_ TW\_\_\_

2. Second Reading/Approval of Board Policies/Administrative Regulations C. Hoffman pp. 70-71  
(Submitted under separate cover) Action

<b><u>Delete</u></b>		<b><u>Replace With</u></b>		<b><u>Adopt</u></b>	<b><u>Title</u></b>
SoCal ROC AR	1312.4	CSBA AR	1312.4		Williams Uniform Complaint Procedures
SoCal ROC E	1312.4	CSBA E	1312.4		Williams Uniform Complaint Procedures
SoCal ROC AR	3311	CSBA AR	3311		Bids
SoCal ROC BP	4020	CSBA BP	4020		Drug and Alcohol-Free Workplace
SoCal ROC E	4020				Drug and Alcohol-Free Workplace
SoCal ROC AR	4112.4	CSBA AR	4112.4		Health Examinations
	4212.4		4212.4		
	4312.4		4312.4		

<u>Delete</u>	<u>Replace With</u>	<u>Adopt</u>	<u>Title</u>
SoCal ROC AR 4117.11 4317.11	CSBA AR 4117.11 4317.11		Preretirement Part-Time Employment
		CSBA AR 4117.14 4317.14	Post Retirement Employment
SoCal ROC AR 5141.4	CSBA AR 5141.4		Child Abuse Prevention and Reporting

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

HA\_\_\_ BF\_\_\_ AG\_\_\_ BL\_\_\_ MM\_\_\_ AM\_\_\_ AS\_\_\_ WW\_\_\_ TW\_\_\_

3. First Reading of Board Policies/Administrative Regulations (Submitted under separate cover) C. Hoffman pp. 72-73 Information

<u>Delete</u>	<u>Update</u>	<u>Adopt</u>	<u>Title</u>
		CSBA AR 4121	Temporary/Substitute Personnel
		CSBA AR 4131	Staff Development
		CSBA BP 4131	Staff Development
		CSBA BP 4135 4235 4335	Soliciting and Selling
SoCal ROC BP 4143			Negotiations/Consultation
	SoCal ROC BP 4143.1		Public Notice – Personnel Negotiations
		CSBA BP 4136 4236 4336	Non-School Employment
		CSBA AR 4144 4244 4344	Complaints
		CSBA BP 4144 4244 4344	Complaints
		CSBA BP 4151 4251	Employee Compensation
		CSBA AR 4217.3	Layoff/Rehire

<b>Delete</b>	<b>Update</b>	<b>Adopt</b>	<b>Title</b>
SoCal ROC E 4217.3			Layoff/Rehire
		CSBA BP 4222	Teacher Aides/ Paraprofessionals
		CSBA BP 5131	Conduct

**BOARD MEMBERS' REMARKS**

**SUPERINTENDENT'S REMARKS**

**CLOSED SESSION**

**Adjourn to Closed Session**

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

HA\_\_\_ BF\_\_\_ AG\_\_\_ BL\_\_\_ MM\_\_\_ AM\_\_\_ AS\_\_\_ WW\_\_\_ TW\_\_\_

1. Potential Litigation.  
Significant exposure to litigation pursuant to Government Code Section 54956.9 (b) (One Case)."

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\_\_\_ AS\_\_\_ WW\_\_\_ TW\_\_\_

**Adjourn Meeting**

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

HA\_\_\_ BF\_\_\_ AG\_\_\_ BL\_\_\_ MM\_\_\_ AM\_\_\_ AS\_\_\_ WW\_\_\_ TW\_\_\_