

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

**January 20, 2011**

**5:45 p.m. – Administer Oath of Office to New Board Member  
6:00 p.m. – Open Session**

**ADMINISTER OATH OF OFFICE TO NEW BOARD MEMBER**

Maritza Molina                      Centinela Valley Union High School District

**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 January 20, 2011 agenda.

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

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

**PROGRAM HIGHLIGHT:**

American Sign Language

Helaire/Lori Smith-Hillman

**COMMENDATIONS/RECOGNITION:**

None

**STUDENT VOICES:**

Carlos Chan, Student, Torrance High School  
Media Design and Silkscreen Production Art

Pamela Lawrence

**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 |
| • 2009/10 Annual Audit Presentation  | L. St. Gean | Information |
| • Budget Update                      | L. St. Gean | Information |

**CONSENT CALENDAR:**

pp. 7

**ITEM NO.**

- 1      APPROVE BOARD MINUTES OF DECEMBER 16, 2010      pp. 8-17  
  
        Approve the minutes of the December 16, 2010 Board Meeting.
  
- 2      APPROVE ACCEPTANCE OF GIFTS      pp.18-19  
  
        Approve Acceptance of gifts donated to the Center.
  
- 3      APPROVE PAYROLL A WARRANT REPORT – DECEMBER, 2010      pp. 20  
  
        Approve A Warrants issued for the month of December 1, 2010 through December 31, 2010 drawn in payment of salaries.
  
- 4      APPROVE B-WARRANT REPORT – DECEMBER, 2010      pp. 21  
  
        Approve B Warrant Registers #1201 - #1231 issued during the month of December 1, 2010 through December 31, 2010.
  
- 5      APPROVE B-WARRANTS ISSUED WITHOUT PURCHASE ORDERS FOR DECEMBER, 2010      pp. 22-25  
  
        Approve the B-Warrants from Doc #073052 through #073102 for the period of December 1, 2010 through December 31, 2010 totaling \$89,210.32 for items not issued on purchase orders since the last Board meeting of December 16, 2010.
  
- 6      APPROVE PERSONNEL ASSIGNMENT ORDERS      pp. 26-27  
  
        Approve and ratify Personnel Assignment Orders #7282 - #7306 that were assigned since the last Board of Education meeting of December 16, 2010.
  
- 7      APPROVE PURCHASE ORDER REPORT – DECEMBER, 2010      pp. 28-30  
  
        Ratify purchase orders 10110205 through 10110231 for a total of \$745,044.56 for the period of December 1, 2010 through December 31, 2010 have been issued since the last Board meeting of December 16, 2010 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 – DECEMBER, 2010 pp. 31-33

Approve the Revolving Cash Fund checks written for the month of December 2010.

- 9 APPROVE SOCAL ROC RECOGNITION ACCOUNT – DECEMBER, 2010 pp. 34-35

Approve the SoCal ROC Recognition Account for the month of December 2010.

- 10 APPROVE AFFILIATION AGREEMENTS pp. 36-37

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

<u>AFFILIATE</u>	<u>STATUS</u>	<u>PROGRAM</u>
Pacific Blue Dental	New	Dental Assisting/Registered Dental Assisting
Yigal Zibari, DDS	New	Dental Assisting/Registered Dental Assisting
Torrance Unified School District	New	Developmental Psychology of Children
Pacific Resource Credit Union, Los Angeles	New	Banking & Financial Services
Pacific Resource Credit Union, Carson	New	Banking & Financial Services

- 11 APPROVE COURSE OUTLINES (Submitted under separate cover) pp. 38

Approve the following Course Outlines:

New

Introduction to Industrial Design  
Introduction to Transportation Design

- 12 APPROVE INCREASE TO MILEAGE REIMBURSEMENT RATE FOR 2011 pp. 39  
Action

Approve increase to mileage reimbursement rate for 2011 to 51 cents per mile

- 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. Acceptance of SoCal ROC Audit Report – June 30, 2010<br>(Submitted under separate cover) | L. St. Gean | pp. 40<br>Action |
|---|-------------|------------------|

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

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

**GENERAL**

- |   |            |                          |
|---|------------|--------------------------|
| 1. First Reading of Board Policies/Administrative Regulations<br>(Submitted under separate cover) | C. Hoffman | pp. 41-42<br>Information |
|---|------------|--------------------------|

<u>Delete</u>		<u>Replace With</u>	<u>Adopt</u>	<u>Title</u>
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 4212.4 4312.4	CSBA AR	4112.4 4212.4 4312.4	Health Examinations
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

**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. Superintendent's Contract
2. Deputy Superintendent's Contract
3. "Conference with Legal Counsel, Eric Bathen, – Anticipated Litigation. Significant exposure to litigation pursuant to Government Code Section 54956.9 (b) (One Case)."
4. Conference with Real Property Negotiator  
Scott Robinson Honda Automotive Service Center  
2280 Crenshaw Boulevard, Torrance, California 90501

SoCal ROC Negotiator  
District 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\_\_\_ AS\_\_\_ WW\_\_\_ TW\_\_\_

**Adjourn Meeting**

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

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