

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

**MEETING**

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

**May 19, 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**

Drew Gamet                      Redondo Beach Unified School District

**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 \_\_\_\_\_

Mr. Drew Gamet, Redondo 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 \_\_\_\_\_

**SUPERINTENDENT:**

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

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

Approve the May 19, 2011 agenda.

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

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

**PROGRAM HIGHLIGHT:**

Medical Assisting – Health Fair

T. Castillo

**COMMENDATIONS/RECOGNITION:**

Chris A. Spry, Northrop Grumman Carson Facilities Manager  
Pete Freeland, Instructor, SoCal ROC Aerospace Engineering

J. Giovati

**STUDENT VOICES:**

David Aitchison, Adult Student, Medical Insurance Billing  
Claire Aitchison, Adult Student, Medical Insurance Billing  
Rachel Aitchison, Student, Medical Insurance Billing – Arena High School

**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
- Partnership with El Camino College to develop a Career Technical Education Preparation Program for Teacher Credentialing L. St. Gean

**CONSENT CALENDAR:**

pp. 7

**ITEM NO.**

- 1      APPROVE BOARD MINUTES OF MARCH 31, 2011      pp. 8-19  
  
        Approve the minutes of the March 31, 2011 Board Meeting.
  
- 2      APPROVE BOARD MINUTES OF APRIL 21, 2011      pp. 20-28  
  
        Approve the minutes of the April 21, 2011 Board Meeting.
  
- 3      APPROVE ACCEPTANCE OF GIFTS      pp. 29-30  
  
        Approve Acceptance of gifts donated to the Center
  
- 4      APPROVE PAYROLL A WARRANT REPORT – APRIL, 2011      pp. 31  
  
        Approve A Warrants issued for the month of April 1, 2011 through April 30, 2011 drawn in payment of salaries.
  
- 5      APPROVE B-WARRANT REPORT – APRIL, 2011      pp. 32  
  
        Approve B Warrant Registers #0401 - #0430 issued during the month of April 1, 2011 through April 30, 2011.
  
- 6      APPROVE B-WARRANTS ISSUED WITHOUT PURCHASE ORDERS FOR APRIL, 2011      pp. 33-35  
  
        Approve the B-Warrants from Doc #073237 through #073277 for the period of April 1, 2011 through April 30, 2011 totaling \$41,352.87 for items not issued on purchase orders since the last Board meeting of April 21, 2011.
  
- 7      APPROVE PERSONNEL ASSIGNMENT ORDERS      pp. 36-37  
  
        Approve and ratify Personnel Assignment Order #7347 that was assigned since the last Board of Education meeting of April 21, 2011.
  
- 8      APPROVE PURCHASE ORDER REPORT – APRIL, 2011      pp. 38-40  
  
        Ratify purchase orders 10110312 through 10110343 for a total of \$363,052.88 for the period of April 1, 2011 through April 30, 2011 have been issued since the last Board meeting of April 21, 2011 for miscellaneous supplies, services, and equipment. Copies of the issued purchase orders are available for your information and review at the Board table.

- 9 APPROVE REVOLVING CASH FUND – APRIL, 2011 pp. 41-43

Approve the Revolving Cash Fund checks written for the month of April 2011.

- 10 APPROVE SOCAL ROC RECOGNITION ACCOUNT – APRIL, 2011 pp. 44-45

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

- 11 APPROVE AFFILIATION AGREEMENTS pp. 46-48

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

<b>AFFILIATE</b>	<b>STATUS</b>	<b>PROGRAM</b>
Complete Care Family Medical	New	Certified Medical Assisting/Medical Assisting Programs
Parivash Mohammadi, M.D.	New	Certified Medical Assisting/Medical Assisting Programs
Albertson/Sav-on	New	Pharmacy Technician
All Friends Dental Center	New	Registered Dental Assisting/Dental Assisting
Atef R. Awad, DDS	New	Registered Dental Assisting/Dental Assisting
Carmen Ramos, D.M.D	New	Registered Dental Assisting/Dental Assisting
Comfort Dental	New	Registered Dental Assisting/Dental Assisting
David Suh, DDS	New	Registered Dental Assisting/Dental Assisting
David Taylor	New	Registered Dental Assisting/Dental Assisting
Judina Morales, DDS	New	Registered Dental Assisting/Dental Assisting
Nguyen Dental	New	Registered Dental Assisting/Dental Assisting
Peninsula Oral Surgery and Implants - Redondo Beach and San Pedro	New	Registered Dental Assisting/Dental Assisting
Prairie Family Dentistry	New	Registered Dental Assisting/Dental Assisting
South Bay Dental Center	New	Registered Dental Assisting/Dental Assisting
Dentistry for Children	New	Registered Dental Assisting/Dental Assisting
South Bay Dental Esthetics	New	Registered Dental Assisting/Dental Assisting
Avalon Dental Care	Renewal	Registered Dental Assisting/Dental Assisting
Bank of America	Renewal	Banking and Financial Services
Airport Cities Animal Hospital	Renewal	Veterinary Assistant/Veterinary Science

- 12 APPROVE AMENDMENT NO. 1 TO CONTRACT WITH LOS ANGELES COUNTY OFFICE OF EDUCATION pp. 49-51

Approve Amendment No. 1 to contract with Los Angeles County Office of Education for the purpose of providing the administrative services for Medi-Cal Reimbursement process.

- 13 APPROVE AGREEMENT WITH VAN LANCASTER pp. 52-54

Approve Agreement with Van Lancaster to provide telephone support to Southern California Regional Occupational Center

MOTION TO APPROVE CONSENT CALENDAR NUMBERS 1 THROUGH 13

Action

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

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

**PERSONNEL**

No Items

**BUSINESS SERVICES**

No Items

**GENERAL**

1. Approve the 2011-2012 Carl D. Perkins Vocational Education Application  
 (Submitted under separate cover)

pp. 55  
 Action

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

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

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

C. Hoffman

pp. 56-57  
 Information

Delete	Update	Replaces With	Title
SoCal ROC BP 1100		CSBA BP 1100	Communication with the Public
SoCal ROC BP 1160		CSBA 1160	Community Relations
SoCal ROC BP 2140		CSBA 2140	Administration
	SoCal ROC E 2123		Evaluation of the Superintendent
SoCal ROC BP 3513.3 AR 3513.3		CSBA BP 3513.3 AR 3513.3	Tobacco Free School
SoCal ROC AR 3516.3		CSBA AR 3516.3	Earthquake Emergency Procedure System

<b>Delete</b>	<b>Update</b>	<b>Replaces With</b>	<b>Title</b>
SoCal ROC BP 4158 AR 4258 4358		CSBA BP 4158 AR 4258 4358	Employee Security
SoCal ROC BP 5022 AR 5022		CSBA BP 5022 AR 5022	Student and Family Privacy Rights

3. Approve process and timeline for the appointment of Board Member-at-Large Position (Seat Number Two) (Current appointment expires June 30, 2011.)

C. Hoffman

pp. 58-63  
Action

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

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

**BOARD MEMBERS' REMARKS**

**SUPERINTENDENT'S REMARKS**

**CLOSED SESSION**

No Items

**Adjourn Meeting**

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

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