

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

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

**November 17, 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 \_\_\_\_\_

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 November 17, 2011 agenda.

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

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

Individuals who require disability-related accommodations or modifications, including auxiliary aids and services in order to participate in the Board Meeting should contact the Superintendent or designee in writing at 2300 Crenshaw Boulevard, Torrance, CA 90501

**PROGRAM HIGHLIGHT:**

None

**COMMENDATIONS/RECOGNITION:**

Brandon Fernandez, Student, Aerospace Engineering  
North High

A. Helaire

**STUDENT VOICES:**

None

**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**

None

**CONSENT CALENDAR:**

pp. 7

**ITEM NO.**

- 1 APPROVE BOARD MINUTES OF OCTOBER 20, 2011 pp. 8-17  

Approve the minutes of the October 20, 2011 Board Meeting.
- 2 APPROVE PAYROLL A WARRANT REPORT – OCTOBER, 2011 pp. 18  

Approve A Warrants issued for the month of October 1, 2011 through October 31, 2011 drawn in payment of salaries.
- 3 APPROVE B-WARRANT REPORT – OCTOBER, 2011 pp. 19  

Approve B Warrant Registers #1001 - #1031 issued during the month of October 1, 2011 through October 31, 2011.
- 4 APPROVE B-WARRANTS ISSUED WITHOUT PURCHASE ORDERS FOR OCTOBER, 2011 pp. 20-23  

Approve the B-Warrants from Doc #073486 through #073536 for the period of October 1, 2011 through October 31, 2011 totaling \$104,757.70 for items not issued on purchase orders since the last Board meeting of October 20, 2011.
- 5 APPROVE PERSONNEL ASSIGNMENT ORDERS pp. 24-25  

Approve and ratify Personnel Assignment Orders #7589-7602 that were assigned since the last Board of Education meeting of October 20, 2011.
- 6 APPROVE PURCHASE ORDER REPORT – OCTOBER, 2011 pp. 26-29  

Ratify purchase orders 11120191 through 11120246 for a total of \$497,675.50 that have been issued since the last Board meeting of October 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.
- 7 APPROVE REVOLVING CASH FUND – OCTOBER, 2011 pp. 30-32  

Approve the Revolving Cash Fund checks written for the month of October, 2011.
- 8 APPROVE SOCAL ROC RECOGNITION ACCOUNT – OCTOBER, 2011 pp. 33-34  

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

9 APPROVE AFFILIATION AGREEMENTS pp. 35-36

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

<b>AFFILIATE</b>	<b>STATUS</b>	<b>PROGRAM</b>
Brad Miller, DDS	New	Dental Assisting/Registered Dental Assisting
Quest Diagnostics	Renewal	Phlebotomy
El Segundo Dental Arts	Renewal	Dental Assisting/Registered Dental Assisting
Walteria Flowers	Renewal	Floral Design I/II
Plant Gallery Florist	Renewal	Floral Design I/II
Boulevard Florist	Renewal	Floral Design I/II
Andes Florist	Renewal	Floral Design I/II

10 NOTIFICATION OF E-WASTE DISPOSAL pp. 37-38

Approve disposal of inventory no longer suitable for the Center.

11 APPROVE ADULT FEE SCHEDULE – ADDITION OF NEW COURSES pp. 39

Approve the addition of the fees for two new courses, Kinesiology and Business Law, to the Adult Fee Schedule.

MOTION TO APPROVE CONSENT CALENDAR NUMBERS 1 THROUGH 11 Action

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

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

**PERSONNEL**

None

**BUSINESS SERVICES**

1. Approve the changes to the Fund 01, Fund 14, Fund 35, and Fund 40 of the 2011-2012 Fund Balance L. St. Gean pp. 40-48

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

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

**GENERAL**

1. Second Reading/Approval of Board Policies/Administrative  
(Submitted under separate cover)

C. Hoffman

pp. 49-50  
Action

<b>Delete</b>	<b>Update</b>	<b>Replace With or Adopt</b>	<b>Title</b>
SoCal ROC BP 1113 AR 1113		CSBA BP 1113 AR 1113	District and School Web sites
SoCal ROC BP 2210		CSBA BP 2210	Administrative Discretion Regarding Board Policy
	SoCal ROC BP 3100		Budget
SoCal ROC AR 3100		CSBA AR 3100	Budget
SoCal ROC BP 3280 AR 3280		CSBA BP 3280 AR 3280	Sale or Lease of ROC-Owned Real Property
SoCal ROC BP 3290		CSBA BP 3290	Gifts, Grants and Bequests
		CSBA AR 4112.2	Certification
		CSBA AR 4112.22	Staff Teaching English Language Learners
SoCal ROC AR 5142.1		CSBA AR 5142.1	Identification and Reporting of Missing Children
SoCal ROC BP 5145.11		CSBA BP 5145.11	Questioning and Apprehension by Law Enforcement
	SoCal ROC BP 7310		Naming of Facility

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

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

2. Bi-annual review and approval of SoCal ROC Courses  
(Submitted under separate cover)

L. St. Gean

pp. 51-54

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

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

**BOARD MEMBERS' REMARKS**

**SUPERINTENDENT'S REMARKS**

**Adjourn to Closed Session**

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

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

**CLOSED SESSION**

1. Existing Litigation:  
Los Angeles Superior Court – CVUHSD vs. SoCal ROC

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

**Adjourn to Open Session**

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

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

**Adjourn Meeting**

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

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