

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

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

September 15, 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 _____

Dr. William Watkins, Clerk, El Segundo Unified School District _____

Ms. Heidi Ashcraft, Board Member-at-Large _____

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 September 15, 2011 agenda.

Move:___ Second:___ Vote:___

HA ___ BF ___ AG ___ DG ___ BL ___ MM ___ AM ___ WW ___ TW ___

PROGRAM HIGHLIGHT:

None

COMMENDATIONS/RECOGNITION:

None

STUDENT VOICES:

Korena Veliz, Student, School of Health Sciences
Redondo Union High School

A. Helaire

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.

Adjourn to Closed Session

Move:___ Second:___ Vote:___

HA ___ BF ___ AG ___ DG ___ BL ___ MM ___ AM ___ WW ___ TW ___

CLOSED SESSION

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

1. Existing Litigation:
Los Angeles Superior Court – CVUHSD vs. SoCal ROC
2. Superintendent’s Evaluation

Reconvene to Open Session

Move:___ Second:___ Vote:___

HA ___ BF ___ AG ___ DG ___ BL ___ MM ___ AM ___ WW ___ TW ___

ACKNOWLEDGEMENT OF CORRESPONDENCE TO THE BOARD

EMPLOYEE GROUP REPRESENTATIVES

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

STAFF REPORTS

- | | | |
|------------------------------------|------------|-------------|
| • Building A Modernization Project | C. Hoffman | Information |
| • Opening Day Updates | A. Helaire | Information |

CONSENT CALENDAR:

pp. 8

ITEM NO.

- | | | |
|---|--|-----------|
| 1 | APPROVE BOARD MINUTES OF AUGUST 18, 2011

Approve the minutes of the August 18, 2011 Board Meeting. | pp. 9-20 |
| 2 | APPROVE ACCEPTANCE OF GIFTS

Approve Acceptance of gifts donated to the Center | pp. 21-22 |
| 3 | APPROVE PAYROLL A WARRANT REPORT – AUGUST, 2011

Approve A Warrants issued for the month of August 1, 2011 through August 31, 2011 drawn in payment of salaries. | pp. 23 |
| 4 | APPROVE B-WARRANT REPORT – AUGUST, 2011

Approve B Warrant Registers #0801 - #0831 issued during the month of August 1, 2011 through August 31, 2011. | pp. 24 |

- 5 APPROVE B-WARRANTS ISSUED WITHOUT PURCHASE ORDERS FOR AUGUST, 2011 pp. 25-27

Approve the B-Warrants from Doc #073408 through #073437 for the period of August 1, 2011 through August 31, 2011 totaling \$38,406.00 for items not issued on purchase orders since the last Board meeting of August 18, 2011.

- 6 APPROVE PERSONNEL ASSIGNMENT ORDERS pp. 28-29

Approve and ratify Personnel Assignment Orders #7407, 7423, 7496 - 7519 that were assigned since the last Board of Education meeting of August 18, 2011.

- 7 APPROVE PURCHASE ORDER REPORT – AUGUST, 2011 pp. 30-33

Ratify purchase orders 11120068 through 11120135 for a total of \$204,154.72 that have been issued since the last Board meeting of August 18, 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 – AUGUST, 2011 pp. 34-36

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

- 9 APPROVE SOCAL ROC RECOGNITION ACCOUNT – AUGUST, 2011 pp. 37-38

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

- 10 NOTIFICATION OF E-WASTE DISPOSAL pp. 39-45

Approve disposal of inventory no longer suitable for the Center.

- 11 APPROVE MEMORANDUM OF UNDERSTANDING WITH THE LOS ANGELES COUNTY OFFICE OF EDUCATION CAREER WORKFORCE DEVELOPMENT/ REGIONAL OCCUPATIONAL PROGRAM (ROP) DESIGNATED SUBJECTS CREDENTIAL PROGRAM FROM JULY 1, 2011 – JUNE 30, 2016 pp. 46-52

Approve Memorandum of Understanding with the Los Angeles County Office of Education Career Workforce Development/Regional Occupational Program (ROP) Designated Subjects Credential Program to provide credential services for Designated Subjects Career Technical Education Credentials from July 1, 2011 - June 30, 2016

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 revised Southern California Regional Occupational Center
2011-2012 Calendar | L. St. Gean | pp. 53-54
Action |
|---|-------------|---------------------|

Move:___ Second:___ Vote:___

HA ___ BF ___ AG ___ DG ___ BL ___ MM ___ AM ___ WW ___ TW ___

- | | | |
|--|-------------|----------------------|
| 2. Approve Unaudited Actuals for 2010 – 2011 fiscal year | L. St. Gean | pp. 55-121
Action |
|--|-------------|----------------------|

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. 122
Action |
|---|------------|-------------------|

Delete	Update	Action	Replaces With	Title
SoCal ROC AR 4112.5 4312.5			CSBA AR 4112.5 4312.5	Criminal Record Check
SoCal ROC BP 4118 AR 4118			CSBA BP 4118 AR 4118	Suspension/ Disciplinary Action
	SoCal ROC BP 4140			Employee Association
SoCal ROC BP 4200 AR 4200			CSBA BP 4200 AR 4200	Classified Personnel

Delete	Update SoCal ROC BP 4313.1	Replaces With	Title Load/Scheduling/ Hours of Employment
SoCal ROC AR 4314		CSBA AR 4314	Transfers
SoCal ROC BP 4315		CSBA BP 4315	Evaluation/ Suspension

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. 123-124 Information

Delete	Update	Replaces with or Adopt	Title
	SoCal ROC BB 9000		Role of the Board
		CSBA BB 9005	Governance Standards
	SoCal ROC BB 9010		Public Statement
		CSBA BB 9012	Board Member Electronic Communications
	SoCal ROC BB 9121		President
	SoCal ROC BB 9124		Attorney
	SoCal ROC BB 9200		Limits of Board Member Authority
		CSBA BB 9220	Governing Board Qualifications
		CSBA BB 9222	Resignation
		CSBA BB 9224	Oath or Affirmation
		CSBA BB 9230	Orientation
SoCal ROC BB 9260		CSBA BB 9260	Legal Protection
	SoCal ROC BB 9271		Code of Ethics
	SoCal ROC BB 9300		Governance

Delete		Update		Replaces with		Title
		SoCal ROC BB	9310			Board Policies
SoCal ROC BB	9320			CSBA BB	9320	Meetings and Notices
SoCal ROC BB	9321			CSBA BB	9321	Closed Session Purpose and Agendas
		SoCal ROC BB	9321.1			Closed Session Actions and Reports
SoCal ROC BB	9322			CSBA BB	9322	Agenda/Meeting Materials
SoCal ROC BB	9323			CSBA BB	9323	Meeting Conduct

BOARD MEMBERS' REMARKS

SUPERINTENDENT'S REMARKS

Adjourn Meeting

Move:___ Second:___ Vote:___

HA ___ BF ___ AG ___ DG ___ BL ___ MM ___ AM ___ WW ___ TW ___