

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

**March 17, 2016  
5:30 p.m. – Open Session**

**CALL MEETING TO ORDER:**

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

**BOARD MEMBERS:**

Mr. Brad Waller, President, Redondo Beach Unified School District \_\_\_\_\_

Ms. Alice Grigsby, Vice-President, Board Member-at-Large \_\_\_\_\_

Dr. William Watkins, Clerk, El Segundo Unified School District \_\_\_\_\_

Ms. Barbara Lucky, Esq., Palos Verdes Peninsula Unified School District \_\_\_\_\_

Ms. Terry Ragins, Torrance Unified School District \_\_\_\_\_

Ms. Ellen Rosenberg, Manhattan Beach Unified School District \_\_\_\_\_

Ms. Ida VanderPoorte, Board Member-at-Large \_\_\_\_\_

TBD, Inglewood Unified School District \_\_\_\_\_

**SUPERINTENDENT:**

Laurie St. Gean, Ed.D. \_\_\_\_\_

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

Approve the March 17, 2016 agenda.

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

AG \_\_\_\_ BL \_\_\_\_ TR \_\_\_\_ ER \_\_\_\_ IV \_\_\_\_ BW \_\_\_\_ WW \_\_\_\_ IUSD Member \_\_\_\_

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:**

Chevron Products Company  
Lily Craig, External Affairs Manager

L. St. Gean

**STUDENT VOICES:**

Shavon Love, Morningside High School  
Human Body System

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.

**ACKNOWLEDGEMENT OF CORRESPONDENCE TO THE BOARD**

**SoCal ROC EMPLOYEE GROUP REPRESENTATIVE**

Co-Presidents – Deloris Johnson/Wayne Smith

**STAFF REPORTS**

Budget Update

L. St. Gean

**CONSENT CALENDAR:**  
**ITEM NO.**

pp. 7

- 1 APPROVE BOARD MINUTES OF FEBRUARY 8, 2016 pp. 8-16

Approve the minutes of the February 8, 2016 Board Meeting.

- 2 APPROVE PAYROLL A WARRANT REPORT – FEBRUARY 2016 pp. 17

Approve A warrants issued for the month of February 1, 2016 through February 29, 2016 drawn in payment of salaries.

- 3 APPROVE B-WARRANT REPORT – FEBRUARY 2016 pp. 18

Approve B warrant registers #0127 - #0224 issued during the month of January 27, 2016 through February 24, 2016.

- 4 APPROVE B-WARRANTS ISSUED WITHOUT PURCHASE ORDERS FOR FEBRUARY 2016 pp. 19-21

Approve the B-warrants from Doc #075962 through #075994 for the month of February 2016 totaling \$32,871.51 for items not issued on purchase orders since the last Board meeting of February 8, 2016.

- 5 APPROVE PERSONNEL ASSIGNMENT ORDERS pp. 22-23

Approve and ratify personnel assignment orders #8817 – #8836 that were assigned since the last Board of Education meeting of February 8, 2016.

- 6 APPROVE PURCHASE ORDER REPORT – FEBRUARY 2016 pp. 24-26

Ratify purchase orders 15160185 through 15160213 for a total of \$45,595.39 that have been issued since the last Board meeting of February 8, 2016 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 – FEBRUARY 2016 pp. 27-30

Approve the Revolving Cash Fund checks written for the month of February 2016.

- 8 APPROVE SOCAL ROC RECOGNITION ACCOUNT – FEBRUARY 2016 pp. 31-32

Approve the SoCal ROC Recognition Account for the month of February 2016.

**9 APPROVE AFFILIATION AGREEMENTS**

pp. 33-34

Approve on-the-job training sites affiliation agreements for the SoCal ROC  
Programs listed:

AFFILIATE	STATUS	PROGRAM
ANG German Motors	New	Automotive Modules I – IV/Engine Performance
Driveshift	New	Automotive Modules I – IV/Engine Performance
Torrance Memorial Health Systems	Renewal	Certified Medical Assisting (CMA)/Medical Assisting
The Madrona Marsh Preserve and Nature Center	New	Floral Design I/II and Landscape Nursery Careers I/II
Froots	New	Hotel/Restaurant Occupations
Matisse Restaurant	New	Hotel/Restaurant Occupations
Lakewood Modern Dentistry	New	Registered Dental Assistant

**10 APPROVE COURSE OUTLINE**  
(Submitted under separate cover)

pp. 35

Approve the following Course Outlines:

**New**

Coding and Gaming  
Cisco Certified Network Administrator (CCNA) Security

**11 ACCEPTANCE OF THE FINAL “UNAPPROVED” MINUTES OF THE SoCal ROC  
BOARD BUDGET SUB-COMMITTEE**

pp. 36-39

Accept the final “unapproved” minutes of the SoCal ROC Board Appointed Budget Sub-Committee.

**12 APPROVE BUDGET WORKSHOP MINUTES**

pp. 40-43

Approve the minutes of the SoCal ROC Board Budget Workshop – January 19, 2016

**MOTION TO APPROVE CONSENT CALENDAR NUMBERS 1 THROUGH 12**

Action

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

AG\_\_\_ BL\_\_\_ TR\_\_\_ ER\_\_\_ IV\_\_\_ BW\_\_\_ WW\_\_\_ IUSD Member\_\_\_

**PERSONNEL**

**NONE**

**BUSINESS SERVICES**

1. Approve the Second Interim Budget Report Fiscal Year 2015/2016  
(Submitted under separate cover)

L. St. Gean

Action  
pp. 44-45

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

AG\_\_\_ BL\_\_\_ TR\_\_\_ER\_\_\_ IV\_\_\_ BW\_\_\_ WW\_\_\_ IUSD Member\_\_\_

2. Approve the Southern California Regional Occupational Center  
2016/2017 Calendar

A. Helaire

Action  
pp. 46-47

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

AG\_\_\_ BL\_\_\_ TR\_\_\_ER\_\_\_ IV\_\_\_ BW\_\_\_ WW\_\_\_ IUSD Member\_\_\_

3. Approve the 2016/2017 Adult Fee Schedule

L. St. Gean

Action  
pp. 48-51

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

AG\_\_\_ BL\_\_\_ TR\_\_\_ER\_\_\_ IV\_\_\_ BW\_\_\_ WW\_\_\_ IUSD Member\_\_\_

4. Approve acceptance of gifts donated to the Center

A. Helaire

Action  
pp. 52-53

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

AG\_\_\_ BL\_\_\_ TR\_\_\_ER\_\_\_ IV\_\_\_ BW\_\_\_ WW\_\_\_ IUSD Member\_\_\_

5. Information and Approval of a State Approved Auditing Firm

L. St. Gean

Action

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

AG\_\_\_ BL\_\_\_ TR\_\_\_ER\_\_\_ IV\_\_\_ BW\_\_\_ WW\_\_\_ IUSD Member\_\_\_

**GENERAL**

NONE

**BOARD MEMBERS' REMARKS**

**SUPERINTENDENT'S REMARKS**

**ADJOURN MEETING**

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

AG\_\_\_\_ BL\_\_\_\_ TR\_\_\_\_ ER\_\_\_\_ IV\_\_\_\_ BW\_\_\_\_ WW\_\_\_\_ IUSD Member\_\_\_\_