

Southern California Regional Occupational Center  
2300 Crenshaw Boulevard  
Torrance, CA 90501

Minutes of the Joint Powers Board Meeting  
Thursday, February 17, 2011  
6:00 p.m.

### APPROVED MEETING MINUTES

#### BOARD MEMBERS

**Present:** Heidi Ashcraft, Bill Fournell, Alice Grigsby, Barbara Lucky,  
Al Muratsuchi (arrived at 7:40p.m.) William Watkins, Ed.D, Trina Williams

**Absent:** Maritza Molina, Arlene Staich

#### ADMINISTRATORS

**Present:** Christine Hoffman, Ed.D, Laurie St. Gean, Ed.D, Teresa Farquhar,  
John Giovati, Atlas Helaire, Steve Rabas and Jack Regan

**Absent:** None

#### STAFF PRESENT

Pat Morrow, Zoila Herrera, Miguel Figueroa, Elba Nieves, Aysha Roberts, Freya Kelly,  
Deloris Johnson, Pam Lawrence, Terry Castillo, Lucy Gutierrez, Sylvia Owens,  
Eddy Broqueza, Chris Campbell, Mitch Williams and Sara Leon

**Guest Present** – Owen Griffith

#### CALL TO ORDER

Board President Lucky called the meeting to order at 6:00 p.m. President Lucky asked Bill Fournell, Board Member, to lead the Pledge of Allegiance.

#### APPROVAL OF AGENDA

**Motion:** A motion was made by Member Fournell to approve the February 17, 2011 agenda; Vice President Ashcraft seconded the motion.

**Vote:** Ashcraft – Yes; Fournell – Yes; Grigsby – Yes; Lucky – Yes; Watkins – Yes; Williams – Yes

**Result:** Motion carried 6– Yes; 0– No; 0- Abstain

## **PROGRAM HIGHLIGHT**

None

## **COMMENDATIONS/RECOGNITION**

Superintendent Hoffman stated that this evening Board Members would be recognized for their time and contributions to the SoCal ROC Board. Dr. Hoffman recited a poem that she wrote for the occasion: "Ode to the Board Members" highlighting all the various areas that Board Members typically deal with on an on-going basis. Dr. Hoffman then presented each Board Member with their own framed picture to be displayed in the Board Room.

## **STUDENT VOICES**

Career Guidance Specialist Patricia Morrow presented George Takis, student from Redondo Shores High School.

George stated that he is a senior at Redondo Shores and currently enrolled in the Adobe Photoshop class at SoCal ROC. George shared that in the class he has learned to market a logo and brand it to a t-shirt. George mentioned that he would like to become a Graphic Designer. George stated that his interest is in the art field and would like to continue taking those course here at SoCal ROC and eventually continue his studies at El Camino College.

George then introduced his mother, Risha Takis.

Ms. Takis commented that she learned about SoCal ROC through Patricia Morrow. Ms. Takis commented that SoCal ROC has such great programs that the programs will allow George to further his computer and art skills. Ms. Takis stated that SoCal ROC has given George new goals. Ms. Takis also stated that she is amazed at the accomplishments and skills that George has learned and how he has been able to apply them in the industry. Ms. Takis wishes SoCal ROC the best and thanked everyone for the recognition.

Board President Lucky presented both George and Risha Takis with *Certificates of Excellence*.

## **COMMENTS FROM THE PUBLIC**

None

## **ACKNOWLEDGEMENT OF CORRESPONDENCE TO THE BOARD**

None

## **EMPLOYEE GROUP REPRESENTATIVES**

Patricia Morrow, Classified Representative stated that the Perfect Attendance awards were presented on January 29<sup>th</sup> for first semester. Four students, whose names were selected from a drawing, were recognized: Dean Becket from South High, Sarah Araujo from El Segundo High, Clara Flores from North High and Brenda Garcia from Lawndale High. Over 65 students qualified for perfect attendance for the first semester.

Ms. Morrow also mentioned that the first nacho sale of the semester will be on Tuesday, February 22<sup>nd</sup>. Proceeds go to Classified/Certificated scholarship fund.

Sylvia Owens, Certificated Representative stated that the representative meetings with Dr. Hoffman have been great and continue to grow. Sylvia reported that the instructors are attending the staff development workshops offered on campus by Dr. St. Gean. Sylvia added that she is excited about the upcoming bowling night and will inform the Board as soon as a date is established.

Patricia Morrow and Sylvia Owens presented each Board Member with a "Medal of Honor" in recognition for their service as Board members.

## **STAFF REPORTS**

### **Topic: Update on Building A Modernization**

Superintendent Hoffman reported that the modernization of the medical and dental classrooms on the second floor of Building A continues to move forward. Dr. Hoffman stated that tack board is being installed on the walls and that cabinets are scheduled next. It is anticipated that the medical and dental classrooms will be completed by late spring. Dr. Hoffman stated that the registration area should be completed by late June. Phase V, which consists of the new Career Center, should be completed by late August. Dr. Hoffman reminded the Board Members that Phase V is not part of the project funding and will be funded through deferred maintenance.

### **Topic: SoCal ROC Budget Committee Report**

Superintendent Hoffman reported that the budget committee met last week. One of the items discussed was the Governor's budget and the potential impact to public education. Dr. Hoffman stated that the committee also discussed SoCal ROC's budget for the past three years and how it has decreased by 24%. Dr. Hoffman stated that SoCal ROC's projected budget for next year is a little over 9 million. The Committee also received information on the topic of "deferrals" and how deferrals impact a school district's budget for cash flow. Deferrals, along with a late apportionment schedule for ROC/Ps, necessitate ROC/Ps having to carry a much higher reserve. Dr. Hoffman reported that the committee also learned about cash flow and projections. The Budget Committee will meet again next month. Committee members also discussed the importance of the Governor's proposal for a ballot measure which would extend current taxes for the next five years, sparing public education major cuts for the 2011/12 school year.

Topic: **Consent Calendar**  
 Item No.

- 1 APPROVE BOARD MINUTES OF JANUARY 20, 2011
- 2 APPROVE ACCEPTANCE OF GIFTS
- 3 APPROVE PAYROLL A WARRANT REPORT – JANUARY, 2011
- 4 APPROVE B-WARRANT REPORT – JANUARY, 2011
- 5 APPROVE B-WARRANTS ISSUED WITHOUT PURCHASE ORDERS FOR JANUARY, 2011
- 6 APPROVE PERSONNEL ASSIGNMENT ORDERS
- 7 APPROVE PURCHASE ORDER REPORT – JANUARY, 2011
- 8 APPROVE REVOLVING CASH FUND – JANUARY, 2011
- 9 APPROVE SOCIAL ROC RECOGNITION ACCOUNT – JANUARY, 2011
- 10 APPROVE AFFILIATION AGREEMENTS

AFFILIATE	STATUS	PROGRAM
Mark Taira, DDS	New	Dental Assisting/Registered Dental Assisting
Walgreens Company	New	Pharmacy Technician
Rainbow's Kids Family Childcare	New	Developmental Psychology of Children
Sharda Bhasin	New	Medical Assisting
Hicham Siouty, M.D.	New	Medical Assisting
South Bay Family Health Care	New	Medical Assisting
Victorian Care Medical Center, Inc.	New	Medical Assisting
Presbyterian Intercommunity Hospital	New	Phlebotomy

- 11 APPROVE CONTRACT WITH QWEST
- 12 APPROVE AGREEMENT WITH PRESBYTERIAN INTERCOMMUNITY HOSPITAL

President Lucky asked if any Members of the Board had any items to be pulled from the Consent portion of the Agenda. Member Grigsby and Member Watkins both asked for Item #1 and Member Ashcraft asked for Item #12.

**Motion:** A motion was made by Member Grigsby to approve Consent Items 2 -11. Member Williams seconded the motion.

**Vote:** Ashcraft – Yes; Fournell – Yes; Grigsby – Yes; Lucky – Yes; Watkins – Yes; Williams – Yes

**Result:** Motion carried 6– Yes; 0– No; 0- Abstain

**Motion:** A motion was made by Clerk Watkins to approve Item #1. Member Grigsby seconded the motion.

Clerk Watkins pointed out that on page 16, closed session, should say Superintendent's Contract instead of Evaluation.

Member Grigsby also pointed out that on page 13, she abstained from the December minutes but was recorded as a yes.

Both corrections were noted and will be corrected to the minutes.

**Vote:** Ashcraft – Yes; Fournell – Yes; Grigsby – Yes; Lucky – Yes; Watkins – Yes; Williams – Yes

**Result:** Motion carried 6– Yes; 0– No; 0- Abstain

**Motion:** A motion was made by Member Ashcraft to approve Item #12. Member Fournell seconded the motion.

Member Ashcraft asked if transportation will be provided to the Presbyterian Intercommunity Hospital in Whittier for student externs.

Dr. St. Gean responded that this is for the Phlebotomy course and that only adults are enrolled in this course. No transportation is provided.

**Vote:** Ashcraft – Yes; Fournell – Yes; Grigsby – Yes; Lucky – Yes; Watkins – Yes; Williams – Yes

**Result:** Motion carried 6– Yes; 0– No; 0- Abstain

## **PERSONNEL**

No Items

## **BUSINESS SERVICES**

1. **Approve resolution 02-2011-01 to transfer funds to Deferred Maintenance Fund**

**Motion:** A motion was made by Member Fournell to approve the resolution 02-2011-01 to transfer funds to Deferred Maintenance Fund. Member Williams seconded the motion.

Dr. St Gean stated that this is the required resolution for the transfer of funds and that this is brought to the Board every year prior to any transfers being made.

**Vote:** Ashcraft – Yes; Fournell – Yes; Grigsby – Yes; Lucky – Yes; Watkins – Yes; Williams – Yes

**Result:** Motion carried 6– Yes; 0– No; 0- Abstain

## 2. **Approve Budget Adjustment BA004**

**Motion:** A motion was made by Member Grigsby to approve the budget adjustment BA004. Member Fournell seconded the motion.

**Vote:** Ashcraft – Yes; Fournell – Yes; Grigsby – Yes; Lucky – Yes; Watkins – Yes; Williams – Yes

**Result:** Motion carried 6– Yes; 0– No; 0- Abstain

## **GENERAL**

### 1. **Approve Proclamation designating the month of February as Career and Technical Education Month**

**Motion:** A motion was made by Member Fournell to approve the Proclamation designating the month of February as Career and Technical Education month. Member Williams seconded the motion.

Dr. Hoffman stated that February is Career and Technical Education month and since SoCal ROC provides such quality programs in CTE to thousands of high school students and adults throughout the South Bay, she would recommend adoption of the proclamation.

**Vote:** Ashcraft – Yes; Fournell – Yes; Grigsby – Yes; Lucky – Yes; Watkins – Yes; Williams – Yes

**Result:** Motion carried 6– Yes; 0– No; 0- Abstain

2. **Second Reading/Approval of Board Policies/Administrative Regulations**

<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

**Motion:** A motion was made by Member Ashcraft to approve the Second Reading/Approval of Board Policies/Administrative Regulations. Member Fournell seconded the motion.

Member Ashcraft thanked President Lucky and Clerk Watkins for dedicating their time to review the policies. Member Fournell added that he knows how much time it takes and appreciates their time as well.

**Vote:** Ashcraft – Yes; Fournell – Yes; Grigsby – Yes; Lucky – Yes; Watkins – Yes; Williams – Yes

**Result:** Motion carried 6– Yes; 0– No; 0- Abstain

### 3. First Reading of Board Policies/Administrative Regulations

Delete	Update	Adopt	Title
		CSBA AR 4121	Temporary/Substitute Personnel
		CSBA AR 4131	Staff Development
		CSBA BP 4131	Staff Development
		CSBA BP 4135 4235 4335	Soliciting and Selling
SoCal ROC BP 4143			Negotiations/ Consultation
	SoCal ROC BP 4143.1		Public Notice – Personnel Negotiations
		CSBA BP 4136 4236 4336	Non-School Employment
		CSBA AR 4144 4244 4344	Complaints
		CSBA BP 4144 4244 4344	Complaints
		CSBA BP 4151 4251	Employee Compensation
		CSBA AR 4217.3	Layoff/Rehire
SoCal ROC E 4217.3			Layoff/Rehire
		CSBA BP 4222	Teacher Aides/ Paraprofessionals
		CSBA BP 5131	Conduct

Member Grigsby would like for CSBA BP 4135, 4235 and 4335, Soliciting and Selling, to be reviewed. President Lucky stated that it will be further reviewed at the next Board policy meeting.

## **BOARD MEMBER REMARKS**

Member Watkins thanked everyone for the recognition and stated that he cannot recall being recognized for his work as a Board Member. Member Watkins mentioned that ESUSD is looking at one million dollars in cuts for this year and another two million over the next three years if the Governor's proposed tax extension does not pass.

Member Grigsby stated that she is very appreciative of the recognition. Member Grigsby mentioned the challenges that each school district has and how important it is to have other resources like SoCal ROC that enable students like George Takis to fulfill their career goals.

Member Williams also thanked the staff for the recognition. Member Williams stated that at IUSD employees will be going out into the community distributing flyers on regarding the educational opportunities that IUSD has to offer as well as the importance of passing the Governor's proposed tax extensions. Member Williams reported that the activity sponsored by the Jordan Grant Foundation was a huge success. Member Williams also stated that the Inglewood High Band has been recognized by Nickelodeon. Member Williams also mentioned that IUSD is working on getting a TRANS for cash flow purposes.

Member Ashcraft thanked the staff for the wonderful recognition. Member Ashcraft mentioned that last week SoCal ROC students from the Engineering class took a field trip to Ashcraft Design. Member Ashcraft stated that she was pleasantly surprised by the students in attendance; students from throughout the South Bay as well as contiguous counties. This speaks volumes about SoCal ROC's reputation and the programs offered.

Member Fournell thanked the staff for the recognition and mentioned that MBUSD Superintendent also had a dinner in appreciation for the MBUSD Board. Member Fournell stated that MBUSD continues to focus on the budget for next year. Member Fournell added that the Ed Foundation has had a very successful fund raising season and that the donation to MBUSD may help to avoid staff layoffs.

President Lucky stated that she is really appreciative for the Board recognition. President Lucky mentioned that in PVPUSD they are also developing a budget based on worst-case scenario including severe budget reductions.

## **SUPERINTENDENT'S REMARKS**

Superintendent Hoffman reported that along with other school districts, So Cal ROC will be putting together different budget scenarios. Staff is developing budget scenarios based on the potential outcome of the Governor's proposed ballot measure and the potential financial impact of a member district's intention to leave the JPA.

## CLOSED SESSION

Member Fournell made a motion to adjourn to Closed Session at 7:15 p.m. Member Grigsby seconded the motion.

**Vote:** Ashcraft – Yes; Fournell – Yes; Grigsby – Yes; Lucky – Yes; Watkins – Yes; Williams – Yes

**Result:** Motion carried 6– Yes; 0– No; 0- Abstain

1. Potential Litigation

## ADJOURN TO OPEN SESSION

Member Ashcraft made a motion to adjourn to Open Session at 8:36 p.m. Member Muratsuchi second the motion.

**Vote:** Ashcraft – Yes; Fournell – Yes; Grigsby – Yes; Lucky – Yes; Muratsuchi – Yes; Watkins – Yes; Williams – Yes

**Result:** Motion carried 7– Yes; 0– No; 0- Abstain

No Action was taken in Closed Session.

## ADJOURN MEETING

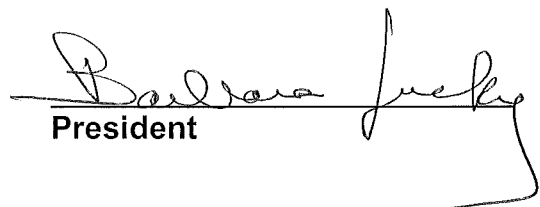
Member Ashcraft made a motion to adjourn the meeting at 8:37 p.m. Member Muratsuchi seconded the motion.

**Vote:** Ashcraft – Yes; Fournell – Yes; Grigsby – Yes; Lucky – Yes; Muratsuchi – Yes; Watkins – Yes; Williams – Yes

**Result:** Motion carried 7– Yes; 0– No; 0- Abstain

3-31-11

Date

  
President