

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

**Minutes of the Joint Powers Board Meeting
Thursday, October 15, 2015
6:00 p.m.**

APPROVED MEETING MINUTES

BOARD MEMBERS

Present: Alice Grigsby; Barbara Lucky; Terry Ragins; Ida VanderPoorte; Brad Waller; William Watkins

Absent: Bill Fournell

ADMINISTRATORS

Present: Laurie St. Gean, Ed.D. and Atlas Helaire, Ed.D.

STAFF PRESENT

Terry Castillo, Teresa Farquhar, Miguel Figueroa, Vickie Herbert, Deloris Johnson, Sara Leon, Ana Levin, and Wayne Smith

GUEST PRESENT

George Mannon, Ed.D. and Paul Westberg

CALL TO ORDER

Vice President Grigsby called the meeting to order at 6:04 p.m. Vice President Grigsby led the Pledge of Allegiance.

APPROVAL OF AGENDA

Vice-President Grigsby informed the Members of the Board of the following revision: re-order of the agenda. The order is as follows: report on TUSD aquatic center presentation will be moved right after approval of agenda followed by Program Highlights. The remainder of the agenda order will remain as printed.

Motion: A motion was made by Member Ragins to approve the October 15, 2015 agenda as amended. Member VanderPoorte seconded the motion.

Vote: Grigsby - Yes; Lucky – Yes; Ragins – Yes; VanderPoorte - Yes; Waller – Yes; Watkins – Yes

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

STAFF REPORT

Aquatic Center (TUSD)

Torrance Superintendent George Mannon commented that the aquatic center has been in the making for over forty years and is part of the District's Measure U bond. Superintendent Mannon introduced Paul Westberg from Westberg and White Architect.

Mr. Westberg presented an overview of the district's aquatic center which will accommodate TUSD four comprehensive high schools. Parking for the facility will be the parking lot located along the north side of SoCal ROC. Construction is expected to be completed within a year.

Member Watkins inquired on the total cost of the project.

Mr. Westberg indicated that the total cost of the aquatic center will be 15 million.

Member Lucky asked how early they expect practices to begin at the aquatic center.

Superintendent Mannon remarked that morning practice could begin as early as 6:00 a.m.

PROGRAM HIGHLIGHT

Dr. Helaire introduced Ms. Herbert, Medical Billing Instructor.

Ms. Herbert commented that she began as a Medical Front Office Instructor at SoCal ROC in 1994. Since then she has also taught Medical Billing, Advanced Medical Billing and ICD-9.

Ms. Herbert explained that ICD-10 is a diagnostic coding system used by the healthcare industry. ICD-10 codes report diagnoses, signs, and or symptoms documented in a patient's chart or medical record. Codes are used to gather, store, and analyze data for public health, statistics, and reimbursement.

Vice-President Grigsby presented Ms. Herbert with a Board *Certificate of Excellence*

COMMENDATIONS/RECOGNITION

NONE

STUDENT VOICES

NONE

COMMENTS FROM THE PUBLIC

NONE

ACKNOWLEDGEMENT OF CORRESPONDENCE TO THE BOARD

Superintendent St. Gean reported that she received a letter from LACOE indicating that they received and reviewed the unaudited actuals for SoCal ROC fiscal year 2012-2013. LACOE staff concurred with the report and sent the information on to the Department of Education.

SoCal ROC EMPLOYEE GROUP REPRESENTATIVES

Deloris Johnson, Employee Representative President commented on a positive fall semester. Certificated staff will soon be able to participate in an Action Research workshop. Ms. Johnson stated that Vikki Westerskov will be coordinating mock interviews on November 9th and Career Day December 9th. Ms. Johnson also provided the Board with an update regarding scholarship fundraising.

STAFF REPORTS – CONTINUED

Budget Update

Superintendent St. Gean commented that as part of the state budget a CTE incentive grant has been made available. Although the state has yet to provide requirements for submitting the grant; what is known at this point is that each district that is part of the JPA will need to provide a letter of commitment. Superintendent St. Gean provided a draft of a commitment letter to all Board Members to share with their districts. In addition, Superintendent St. Gean shared that the Board Budget Sub-Committee met on September 10th. The main discussion was how the 50% of districts CTE augmentation funds would be calculated.

Member Waller shared that the CBO sub-committee has not met in person but have reached a consensus and will follow the "spirit of the agreement." Mr. Waller stated that they are in the process of scheduling a next meeting of the committee.

Superintendent St. Gean shared that she and Dr. Helaire met with the Superintendent of the Wiseburn District and the CEO of Da Vinci High School. They have requested a follow-up meeting regarding SoCal ROC.

Finally, Superintendent St. Gean commented that she and Dr. Helaire attended the South Bay Adult Education Consortium meeting. The South Bay Adult Education Consortium includes five districts: El Camino Community College, Torrance Unified

School District, Redondo Beach Unified School District, Centinela Valley Union High School District, and Inglewood Unified School District. SoCal ROC has indicated an interest in becoming part of the Consortium.

CONSENT CALENDAR

ITEM NO.

- 1 APPROVE BOARD MINUTES OF SEPTEMBER 17, 2015
- 2 APPROVE PAYROLL A WARRANT REPORT – SEPTEMBER 2015
- 3 APPROVE B-WARRANT REPORT – SEPTEMBER 2015
- 4 APPROVE B-WARRANTS ISSUED WITHOUT PURCHASE ORDERS FOR SETEMBER 2015
- 5 APPROVE PERSONNEL ASSIGNMENT ORDERS
- 6 APPROVE PURCHASE ORDER REPORT – SEPTEMBER 2015
- 7 APPROVE REVOLVING CASH FUND – SEPTEMBER 2015
- 8 APPROVE SOCAL ROC RECOGNITION ACCOUNT – SEPTEMBER 2015
- 9 APPROVE AFFILIATION AGREEMENTS
- 10 APPROVE COURSE OUTLINE
- 11 NOTIFICATION OF E-WASTE DISPOSAL
- 12 APPROVE CONSULTANT AGREEMENT WITH ANN WELSH-TREGLIA, Ed.D.

Vice President Grigsby asked if any Members of the Board had any Items to be pulled from the Consent portion of the Agenda. Member Waller pulled Item #10 & 12.

Motion: A motion was made by Member VanderPoorte to approve Items 1-9 & 11. Member Lucky seconded the motion.

Vote: Grigsby - Yes; Lucky – Yes; Ragins – Yes; VanderPoorte - Yes; Waller – Yes; Watkins – Yes

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

Motion: A motion was made by Member Watkins to approve Item #10 – **Approve New Course Outline – American Sign Language III**. Member VanderPoorte seconded the motion.

Member Waller asked if the American Sign Language III was a new level.

Superintendent St. Gean remarked that SoCal ROC offers American Sign Language I and II. South High has requested that ASL III be added. In addition, Superintendent St. Gean stated that is course fulfills the foreign language requirement.

Vote: Grigsby - Yes; Lucky – Yes; Ragins – Yes; VanderPoorte - Abstain; Waller – Yes; Watkins – Yes

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

Motion: A motion was made by Member VanderPorte to approve Item #12 – **Approve Consultant Agreement with Ann Welsh-Treglia, Ed.D.** Member Waller seconded the motion.

Member Waller inquired on Ms. Welsh-Treglia’s duties.

Superintendent St. Gean stated that Ms. Welsh-Treglia comes to SoCal ROC with an extensive background in administrative experience in adult education, ROCP’s and K-12 education. In addition, Ms. Welsh-Treglia also has knowledge in human resources, staff development and curriculum and instruction. Ms. Welsh-Treglia will assist with administrative duties as needed.

Member Waller noted that Ms. Welsh-Treglia will be a representative for the Adult Education Consortium and asked if she is experienced in that area.

Superintendent St. Gean remarked that Ms. Welsh-Treglia has a background and experience in Adult Education. Recently Ms. Welsh-Treglia worked for the Metropolitan Education District as the Director of Human Resource.

Member Ragins noted that Ms. Welsh-Treglia will be paid from the MAA monies and asked if this would impact the reserves or general budget.

Superintendent St. Gean stated that SoCal ROC recently received back payments from MAA; Ms. Welsh-Treglia will be paid with those funds.

Vote: Grigsby - Yes; Lucky – Yes; Ragins – Yes; VanderPoorte - Yes; Waller – Yes; Watkins – Yes

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

PERSONNEL

NONE

BUSINESS SERVICES

NONE

GENERAL

NONE

BOARD MEMBERS' COMMENTS

Member Watkins shared that ESUSD and Kinecta Credit Union are sponsoring a Career Center, giving students the opportunity to explore the education options. Member Watkins congratulated Member Ragins on the TUSD aquatic center.

Member VanderPoorte had no comment.

Member Waller shared that RBUSD participated in the California Shake Out. Member Waller commented that RBUSD also held "Back to School Night"; SoCal ROC staff was in attendance at Redondo Shores High School.

Member Lucky reported that PVPUSD start of school year was a huge success despite the heatwave. Member Lucky commented that they have reached a tentative agreement with both bargaining units.

Member Ragins thanked the SoCal ROC Board for allowing TUSD to present and share the TUSD's new aquatic center. Member Ragins commented that TUSD held two days of staff development for teachers on common core. Member Ragins also noted that TUSD will be transitioning to Board Docs.

Vice President Grigsby had no comment.

SUPERINTENDENT'S REMARKS

Superintendent St. Gean commented that the scheduled December 17, 2015 Board meeting dates may conflict with other activities taking place during that time. Board Member attendance at the December meeting is extremely important given that SoCal ROC's First Interim Budget Report must be approved and sent to the County Office. After further analysis and discussion among the Board Members, it was agreed that December 17 2015, 6:30 p.m. was the best date and time for the majority of Board Members.

ADJOURN MEETING

Motion: Member Lucky made a motion to adjourn the meeting at 7:20 p.m. Member Ragins seconded the motion.

Vote: Grigsby - Yes; Lucky – Yes; Ragins – Yes; VanderPoorte - Yes; Waller – Yes; Watkins – Yes

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



President

11/19/15

Date