

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

**Minutes of the Joint Powers Board Meeting
February 23, 2017
4:30 p.m.**

APPROVED MEETING MINUTES

BOARD MEMBERS

Present: Alice Grigsby, Barbara Lucky, Ellen Rosenberg, Ida VanderPoorte, Brad Waller, William Watkins, and Michael Wermers

ADMINISTRATORS

Present: Atlas Helaire, Ed.D. and Anne Treglia, Ed.D.

STAFF PRESENT

Jenice Garcia, Natalie Hansen, Linda Larson, Sara Leon, Jess Nalley, Rocio Pineda-Contreras, Sylvia Owens, Jeanie Rivello, and Wayne Smith.

Guest Present: Patricia Morrow

CALL TO ORDER

President VanderPoorte called the meeting to order at 4:30 p.m. President VanderPoorte asked Member Rosenberg to lead the Pledge of Allegiance.

APPROVAL OF AGENDA

Motion: A motion was made by Member Rosenberg to approve the February 23, 2017 agenda. Member Waller seconded the motion.

Vote: Grigsby – Yes; Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins – Yes; Wermers - Yes

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

ADJOURN TO CLOSED SESSION

Motion: A motion was made by Member Waller to adjourn to closed session at 4:31 p.m. Member Watkins seconded the motion.

Vote: Grigsby – Yes; Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins – Yes; Wermers - Yes

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

Topic:

1. Superintendent's Goals

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

RECONVENE TO OPEN SESSION

No action was taken.

Motion: A motion was made by Member Lucky to reconvene to open session at 5:35 p.m. Member Rosenberg seconded the motion.

Vote: Grigsby – Yes; Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins – Yes; Wermers - Yes

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

COMMENDATIONS/RECOGNITION

Superintendent Helaire introduced the SoCal ROC Career Guidance Specialists and Career Guidance Consultants. These individuals work very hard with both high school and adult students providing guidance and assistance to students in helping them identify and achieve their career goals. Superintendent Helaire stated that the Career Guidance Specialist work with fourteen (14) comprehensive High Schools. They are the reason enrollments are healthy.

Rocio Pineda-Contreras
Natalie Hansen
Lucy Gutierrez (not present)
Pat Morrow

President VanderPoorte presented each staff member with a Board *Certificate of Excellence*.

STUDENT VOICES

Dr. Welsh-Treglia, Director of Programs & Student Support Services, introduced Raven Scaife, a senior at Mira Costa High School.

Raven Scaife thanked the Board for the opportunity to share her career interest and experiences at SoCal ROC. Raven stated that she is currently enrolled in the Emergency Medical Technician class. This class has taught her life saving skills. Upon completion of the program, Raven plans to take the National Registry of Emergency Medical Technicians exam. Raven stated that she is well prepared for college with all the experiences that SoCal ROC has provided her. Raven shared that at an early age her interest was in the medical field. She plans to attend CSU Dominguez Hills to pursue a Bachelor of Science and Masters degrees to become an emergency room RN.

President VanderPoorte presented Raven Scaife with a Board Certificate of Excellence.

COMMENTS FROM THE PUBLIC

NONE

ACKNOWLEDGEMENT OF CORRESPONDENCE TO THE BOARD

NONE

SoCal ROC EMPLOYEE GROUP REPRESENTATIVES

NONE

STAFF REPORTS

Superintendent Helaire stated that the first day of the spring semester ran smoothly and contributes that success to the pre-registration that began in late fall. Superintendent Helaire went on to report that: enrollment continued until February 14th, many are classes are full, buses are running on schedule, 9-week module classes will begin April 10, 2017. Superintendent Helaire remarked that final enrollment numbers will be provided to the participating JPA districts after all classes including the second 9 week module, have started.

CONSENT CALENDAR

ITEM NO.

- 1 APPROVE BOARD MINUTES OF JANUARY 2017
- 2 APPROVE PAYROLL A WARRANT REPORT – JANUARY 2017
- 3 APPROVE B-WARRANT REPORT – JANUARY 2017

- 4 APPROVE B-WARRANTS ISSUED WITHOUT PURCHASE
- 5 APPROVE PERSONNEL ASSIGNMENT ORDERS
- 6 APPROVE PURCHASE ORDER REPORT - JANUARY 2017
- 7 APPROVE REVOLVING CASH FUND – JANUARY 2017
- 8 APPROVE SOCIAL ROC RECOGNITION ACCOUNT – JANUARY 2017
- 9 APPROVE AFFILIATION AGREEMENTS

President VanderPoorte asked if any Members of the Board had any items to be pulled from the Consent portion of the Agenda. Member Grigsby pulled item #1 and Member Wermers pulled item #'s 2 and 6.

Motion: A motion was made by Member Rosenberg to approve Items 3-5 and 7-9. Member Waller seconded the motion.

Vote: Grigsby – Yes; Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins – Yes; Wermers - Yes

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

Motion: A motion was made by Member Wermers to approve **Item 1** (January Board Minutes). Member Rosengberg seconded the motion.

Member Grigsby stated that she was not present at the January Board meeting so she would be abstaining on Item #1, the minutes of January 12, 2017.

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

Result: Motion carried **6** - Yes; 0 - No; **1** – Abstain

Motion: A motion was made by Member Wermers to approve **Item 2** (B-Warrants). Member Waller seconded the motion.

Member Wermers asked if the salary expenses for July 2016 – June 2017 was strictly salaries and not any other cost. Member Wermers also asked if the expenses for January 2017 were just for that current month.

Superintendent Helaire replied that that was correct.

Vote: Grigsby – Yes; Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins – Yes; Wermers - Yes

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

Motion: A motion was made by Member Waller to approve **Item 6** (Purchase Orders). Member Wermers seconded the motion.

Member Wermers asked for clarification of purchase order items over three thousand dollars (\$3,000): Eric Bathen, Christine Hoffman, and Morrow Meadows.

Superintendent Helaire remarked that Eric Bathen is the Center's legal counsel, Christine Hoffman is a consultant who provides additional services in various areas, and Morrow Meadow is the contracted company that upgraded the Center's main electrical panel.

Vote: Grigsby – Yes; Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins – Yes; Wermers - Yes

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

PERSONNEL

1. Approve Revised Job Description for Classified Staff Position

Motion: A motion was made by Member Rosenberg to approve the revised job description. Member Waller seconded the motion.

Superintendent Helaire stated that the Director of Human Resources is created in order to provide additional administration support.

Vote: Grigsby – Yes; Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins – Yes; Wermers - Yes

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

2. Approve Salary Schedule for Director of Human Resources

Motion: A motion was made by Member Rosenberg to approve the salary schedule. Member Waller seconded the motion.

Superintendent Helaire commented that the addition of the Director of Human Resources position requires a revision in the Certificated Management Salary Schedule.

Member Watkins mentioned that the transmittal stated that the restructuring would save the Center \$50,000.00.

Superintendent Helaire remarked that that was correct.

Vote: Grigsby – Yes; Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins – Yes; Wermers - Yes

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

BUSINESS SERVICES

1. Approve acceptance of gifts donated to the Center

Motion: A motion was made by Member Lucky to approve the gift donated to the Center. Member Waller seconded the motion.

Superintendent Helaire acknowledged the donated gifts from Salon Vivaci, Gerel Santiago and Beth & Jim Shibate.

Vote: Grigsby – Yes; Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins – Yes; Wermers - Yes

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

GENERAL

1. Approve Proclamation designating February as Career Technical Education Month.

Motion: A motion was made by Member Rosenberg to approve the proclamation. Member Grigsby seconded the motion.

Dr. Welsh-Treglia commented that the National Association for Career Technical Education has designated February as Career Technical Education month. CTE month is a public awareness campaign to celebrate Career Technical Education throughout the United States. This year's theme is "Celebrate Today, Own Tomorrow!" Dr. Welsh-Treglia stated that CTE plays an important role in preparing students for their careers and provides a strong foundation in preparing students for the careers of today and the future.

Vote: Grigsby – Yes; Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins – Yes; Wermers - Yes

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

2. Work/Study Session – Future of SoCal ROC

President VanderPoorte remarked that the future of SoCal ROC was discussed with Superintendent Helaire during his goals.

Member Waller shared that he is still attempting to reach out to Assembly member Autumn Burke, but has not been successful thus far.

President VanderPoorte asked if SoCal ROC would be getting a Board Member from Inglewood Unified School District.

Superintendent Helaire replied that he has been in contact with Dr. Matthews, appointed State Administrator, and will be meeting with him in the near future.

BOARD MEMBERS' COMMENTS

Member Waller commented that he is coordinating a meeting with Dr. Keller, RBUSD Superintendent, and Dr. Helaire. Member Waller commented that Redondo Union High School Theatre Arts will be presenting SHREK The Musical in the school auditorium.

Member Rosenberg congratulated Superintendent Helaire on his first Board of Education meeting. Member Rosenberg commented that Superintendent Helaire will be meeting with Manhattan Beach Superintendent, Michael Matthews.

Member Grigsby congratulated Dr. Helaire on his new appointment as Superintendent of SoCal ROC. In addition, Member Grigsby offered to assist Member Waller in contacting Assembly Member Autumn Burke.

Member Watkins shared that El Segundo High School will be having a comedy night band fundraiser on Saturday, February 25, 2017. In addition, ESUSD will be having a special Board meeting to discuss preliminary budget for 2017/2018.

Member Lucky shared that PVPUSD is in the process of possibly adding a measure to the ballot to improve facilities. Member Lucky congratulated Superintendent Helaire on his first Board of Education Meeting.

Member Wermers also congratulated Superintendent Helaire on his first Board of Education meeting. Member Wermer shared that he spoke to Alyssa Lynch, Superintendent of Silicon Valley Career Technical Education Center in Santa Clara County. Superintendent Lynch shared that their Center is facing some of the same financial challenges. Silicon Valley Center changed their block schedule from three hours to two hours. Member Wermers commented that SoCal ROC might want to consider changing the class schedule if feasible with all JPA districts.

President VanderPoorte congratulated Superintendent Helaire and stated that he is doing an excellent job.

SUPERINTENDENT'S REMARKS


Superintendent Helaire thanked the Board for the opportunity to serve SoCal ROC as Superintendent. Superintendent Helaire shared that he is in the process of meeting with each JPA District Superintendent. Superintendent Helaire concluded by extending an invitation to all Board members to the WASC welcome reception event that will be held on Sunday, March 12, 2017 at the DoubleTree Hotel in Torrance.

ADJOURN MEETING

Motion: A motion was made by Member Rosenberg to adjourn the meeting at 7:31 p.m. Member Lucky seconded the motion.

Vote: Grigsby – Yes; Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins – Yes; Wermers - Yes

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



President



Date