



SOUTHERN CALIFORNIA  
REGIONAL  
OCCUPATIONAL  
CENTER

## **Board of Education - Oct 09 2023 Minutes**

Monday, October 9, 2023 at 6:30 PM

2300 Crenshaw Boulevard, Torrance, CA 90501

### **1. Call Meeting to Order:**

Meeting was called to order a 6:36 pm.

#### **1.1 Roll Call**

Member Beachly and Member McGhee were absent.

#### **1.2 Pledge of Allegiance**

Member Kurt led the pledge of allegiance.

### **2. Approval Agenda**

#### **2.1 Approve the October 9, 2023 agenda.**

*Moved by:* James Han

*Seconded by:* Bill Fournell

**Carried**

### **3. Commendations / Recognition:**

#### **3.1 Rebecca Clements, SoCal ROC/IUSD Satellite Instructor - B. Montoya**

Superintendent Rodriguez shared that on September 20, 2023, Ms. Clements was with her students at Inglewood High School when a student became unconscious. Thankfully, Ms. Clements was present and was able to use her years of experience in the medical field. Ms. Clements was able to perform life saving measures before the student regained consciousness and the arrival of emergency personnel. Superintendent Rodriguez stated that this recognition is for the heroic efforts of Ms. Clements and for going above and beyond

for her students. Teachers have the power to change lives and in this case Ms. Clements also saved a life.

President Strutzenberg presented Ms. Clements with an Award of Excellence Certificate

#### **4. Student Voices:**

##### **4.1 Jazmin Aguirre, PV Peninsula High School - B. Montoya**

Sterile Processing Distribution Technician

Dr. Montoya introduced Jazmin Aguirre, PV Peninsula High School Student.

Jazmin commented that she is currently enrolled in Cosmetology Module V and in the Sterile Processing Distribution Technician class. She shared that she began attending SoCal ROC as a freshman in need of credits. To date Jazmin has taken a wide range of programs ranging from welding to medical. Jazmin remarked that the coursework and hands-on training in the programs have increased her skills and expanded her interest in the medical field. Jazmin shared that she is one of four siblings that has attended SoCal ROC and is grateful for the opportunity SoCal ROC has given her family. The training obtained at the Center has opened her eyes to the real world. Jazmin shared that her future plans are to attend a four year university and become a Pediatrician.

President Strutzenberg presented Jazmin Aguirre with an Award of Excellence Certificate.

#### **5. Program Highlight:**

##### **5.1 Sterile Processing Distribution Technician - B. Montoya**

Rebecca Clements

Dr. Montoya introduced Rebecca Clements, Sterile Processing Distribution Technician instructor.

Ms. Clements commented that students in the Sterile Processing Distribution Technician course learn the responsibilities of sterilizing medical instruments and tools, stocking the surgical departments, the supplies necessary for surgeries, and the equipment within operating areas. Students also learn about contagious infections and diseases present in a health care facility and how to prevent the spread of viruses and contamination. Ms. Clements shared that tonight her students

would be learning the proper way of donning (put on) and doffing (removing) their personal protective equipment (PPE).

President Strutzenberg presented Ms. Clements with a Program Recognition Certificate.

**6. Public Comment**

None

**7. Acknowledgement of Correspondence to the Board**

None

**8. Superintendent's Remarks**

Superintendent Rodriguez shared that just after noon today, a smoke detector in building A went off. It turned out to be a false alarm. Superintendent thanked the quick response from all staff and assisting the new employees and orienting them, me included, to our duties and making sure that everyone was safe and accounted for.

Superintendent Rodriguez shared that in Tuesday, October 10, 2023, he'll be participating in State Superintendent Tony Thurmond's Summit on Paid Internships.

Lastly, Superintendent Rodriguez shared that SoCal ROC will be hosting two days of Open House, October 18th and November 6th, 2023. All Board members were given an invitation to the event.

President Strutzenberg asked Dr. Rodríguez if he had extended the invited Hermosa Beach Superintendent and Middle School and if not to please do so. Some of their students feed into Redondo Union and/or Mira Costa. Superintendent Rodriguez stated that he would extend the invitation.

President Strutzenberg informed the Members of the Board of the following revisions and to the agenda items, 10.1, 10.9, and 13.1.

President Strutzenberg asked for a motion to receive and file the two items.

For reference: items 10.1, 10.9, 13.1 are updates to the electronic files. Items 9.1 and 13.3 are hard copies for presentations.

*Moved by:* Nancy Cobb

*Seconded by:* James Han

*Carried*

## 9. Staff Reports

### 9.1 Fall Enrollment Update - J. Rodriguez

Superintendent Rodriguez reported on the opening of the fall semester and indicated that a total of 524 high school and adult students were registered at the Center. This is a drop of about 100 students from last year at this time. Superintendent Rodriguez commented that there were no duplications within the same program. Superintendent Rodriguez stated that enrollment is expected to increase slightly when the next round of 9-week module class begin later in the semester. Enrollments numbers by district was provided to each Board member.

Superintendent Rodriguez stated that the Center is down 77 adult and 19 high school students.

President Strutzenberg asked if these enrollment numbers were past the drop deadline.

Superintendent Rodriguez stated that we are past that drop deadline but that's not to say that we won't have any more from this point forward, they will just be for different reasons.

President Strutzenberg asked if the comparison in enrollment numbers were from the same time last year.

Superintendent Rodriguez stated that it was on over from the end of last year.

President Strutzenberg asked if it was possible to get a capacity number for each program.

Superintendent Rodriguez remarked that he would add an additional column to include that information.

Member Kurt stated that this was a really good start and stated that she would like to see a column that indicates if the class is offered to high school students or adults and if classes are offered simultaneously.

Member Cobb asked if the electrical program was offered to high school student. Electrical is one of the fastest growing trades.

Superintendent Rodriguez remarked that that high school students can register in the electrical wiring class.

President Strutzenberg asked when the next update would be given.

Superintendent Rodriguez remarked that he would provide the next update in late November around Thanksgiving.

Member Han asked if we communication with other ROC/P's. If so so we know what classes where in demand for them and if they offered any other program that we currently did not, any new innovative creative programs.

Superintendent Rodriguez stated that the Board approved the JPA Coalition Consortium where he meets on a monthly bases where they talk about enrollment, programs, declining enrollment. A new up and coming program is logistics.

President Strutzenberg asked what courses are currently offered at IUSD.

Superintendent Rodriguez stated that we currently have a few satellite instructors at IUSD and he would forward via email the a list of classes offered on IUSD campuses.

## **10. Consent Calendar**

President Stutzenberg asked if any Members of the Board had any Items to be pulled from the Consent portion of the Agenda. Member Kurt pulled Item #6.

- 10.1 APPROVE BOARD MINUTES OF SEPTEMBER 2023**
- 10.2 APPROVE PAYROLL A WARRANT REPORT FOR SEPTEMBER 2023**
- 10.3 APPROVE B WARRANT REPORT FOR SEPTEMBER 2023**
- 10.4 APPROVE B WARRANT ISSUED WITHOUT PURCHASE ORSERS SEPTEMBER 2023**
- 10.5 APPROVE PERSONNEL ASSIGNMENT ORDERS**
- 10.6 APPROVE PURCHASE ORDER REPORT FOR SEPTEMBER 2023**

Member Kurt questioned the large expenses such as the open purchase order for the phone in the amount of \$50,000, \$85,000 for ASCIP bill and \$20,000 for custodial. Member Kurt asked what is the threshold for board approval prior to the expenditure, assuming it's not an emergency.

Superintendent Rodriguez stated that a board policy identifies contract amounts in excess of \$50,000 going out to bid. On the contracted services that are re-occurring, Superintendent

Rodriguez stated that he will need to get more information before answering.

Member Kurt stated that if this were re-occurring payments and had been approved that explains it.

*Moved by:* Linda Kurt

*Seconded by:* Rolf Strutzenberg

**Carried**

10.7 **APPROVE REVOLVING CASH FUND FOR SEPTEMBER 2023**

10.8 **APPROVE SOCAL ROC RECOGNITION ACCOUNT FOR SEPTEMBER 2023**

10.9 **APPROVE AGREEMENT WITH SCHOOL SERVICES OF CALIFORNIA, INC.**

**MOTION TO APPROVE CONSENT CALENDAR NUMBERS 1-5 & 7-9**

# - #

*Moved by:* James Han

*Seconded by:* Linda Kurt

**Carried**

**11. Personnel**

**None**

**12. Business Services**

**None**

**13. General Services**

13.1 **Approve and Adopt the Governance Handbook - J. Rodriguez**

President Strutzenberg stated that he worked with Superintendent Rodriguez in finalizing the Governance Handbook. Minor revisions were done such as light re-wording and formatting. President Strutzenberg commented that the only change made was to section 5, #15. It has been re-written to read as follows; the request for future agenda items may be

stated during parking lot or made in accordance with Board Bylaw 9322. Board Bylaw 9322 spell out that any request for agenda items should be submitted in writing to the Superintendent. President Strutzenberg stated that SoCal ROC is also allowing for submission to be made through the parking lot as well.

Member Han stated that he would prefer that all future items be submitted in writing due to differences in positions, opinions and beliefs.

President Strutzenberg stated that currently the only way we've been adding items on the agenda is through the parking lot. We discuss it and agree that the item be on a future agenda.

Member Han stated that he is not comfortable with this but he is ok with it.

Member Cobb stated that she likes the parking lot because it allows for transparency.

President Strutzenberg stated that RBUSD has taken off the future agenda item from the agenda and strictly abide by 9322 by submitting any request in writing.

Member Kurt shared that PVPUSD has a future agenda item section with a running list of topics. Some are there for a long time while others are handled immediately. If an idea comes days after the meeting, it can be submitted by email to the Superintendent. Member Kurt stated that there is ease in one and privacy in the other and no body is penalized by the current process.

President Strutzenberg suggested to Superintendent Rodriguez to include a transmittal page in the parking lot that keeps a running tab, once addressed they can come off. As Board Members we suggest items and at times they are forgotten or missed. This is a perfect way of tracking all suggestions.

Member Han asked that when an item is suggested or submitted who decides if the item is added to the agenda to be discussed.

President Strutzenberg remarked that the in general its been the Superintendent.

President Strutzenberg asked if in the Governance Handbook manual should the wording be revised to read as follows: request for future agenda items may be stated during parking lot?

Member Kurt suggested spelling out what Board Bylaw 9322 is, stating what it is would be easier.

President Strutzenberg stated that it would be difficult to paraphrase an entire Board Bylaw.

Member Han commented that since the Board Bylaw is already in place, having the parking lot in the Governance Handbook is unnecessary.

President Strutzenberg stated that he is okay with the wording that's in place now.

Member Fournell commented that he believes its fine with the way it's written in the Governance Handbook.

*Moved by:* Bill Fournell

*Seconded by:* Linda Kurt

NC – Yes; JF – Yes; BF – Yes; JH – No; LK – Yes; RS - Yes

**Carried**

**13.2 Review and Discuss the Strategic Plan - J. Rodriguez**

Superintendent Rodriguez commented that the strategic plan has had a similar process as the Governance Handbook starting with a workshop. A rough draft was formulated between Eric Douglas from LRI and Superintend Rodriguez taking into account the input received during the workshop. The draft was then sent to Board Members for additional revisions.

Board Members provided additional feedback that will be incorporated into the strategic plan along with some revisions.

The final draft will be presented to the Board for approval in November.

**13.3 Review and Discuss Framework for Course Cost Analysis - J. Rodriguez**

Superintendent Rodriguez presented a course cost analysis framework that will detail salaries, benefits, instructional materials and operating cost.

Superintendent Rodriguez stated that he will be presenting the cost analysis by phases and tiers. Phase one will be presented to the Board in November.



13.4 **Idea Parking Lot - President**

The following items were suggested by Board members for future Board discussion.

1. Update on PV.Net agreement.

**14. Board Members' Remarks**

Member Fenton no comment.

Member Han no comment.

Member Fournell no comment.

Member Cobb no comment.

Member Kurt no comment.

President Strutzenberg no comment.

**15. Adjourn to closed session**

Adjourned to closed session at 9:21 pm.

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

MB \_\_\_\_\_ NC \_\_\_\_\_ JF \_\_\_\_\_ BF \_\_\_\_\_ JH \_\_\_\_\_ LK \_\_\_\_\_ CM \_\_\_\_\_ RS \_\_\_\_\_

*Moved by:* James Han

*Seconded by:* Bill Fournell

**Carried**

**16. Closed Session**

16.1 *Public Employee Discipline/Dismissal/Release -Government Code 54957*

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

**17. Adjourn to Open Session**

Adjourned to open session 9:45 pm.

*Moved by:* James Han

*Seconded by:* Bill Fournell

**Carried**

**18. Report in Closed Session**

In closed session the Board voted 6-0 to terminated employee #NJ3134662.

**19. Adjournment**

Meeting was adjourned at 9:46 pm.

*Moved by:* James Han

*Seconded by:* Bill Fournell

**Carried**

\_\_\_\_\_  
President



\_\_\_\_\_  
Date

12/11/23