

LA PUENTE VALLEY REGIONAL OCCUPATIONAL PROGRAM

JOINT BOARD OF TRUSTEES
18501 EAST GALE AVENUE, SUITE 100
CITY OF INDUSTRY, CA 91748

February 10, 2010
6:00 P.M.

La Puente Valley ROP
Administrative Office
Board Room

REGULAR MEETING AGENDA

A. PROCEDURAL MATTERS

1. Call to order by the President, _____, at _____ p.m.

2. Roll Call

Robert Hidalgo, President _____
Norman Hsu, Vice President _____
Paul Solano, Clerk _____
Gilbert G. Garcia, Ph.D., Member _____
Jay Chen, Member _____
Barbara Boyd, Member _____

Esperanza Fernández, ROP Superintendent and
Secretary to the Joint Board of Trustees _____

Leticia Covarrubias, Assistant Superintendent,
Business Services _____
Maureen Sinclair, Assistant Superintendent,
Educational Services _____
Tika Davé-Harris, Director _____
Human Resources _____

3. Review of Agenda

- a. Changes
- b. Additions
- c. Deletions

4. Adoption of Agenda

Adopt agenda for tonight's meeting. M _____
S _____
V _____

5. Pledge of Allegiance – Dr. Gilbert Garcia

**LA PUENTE VALLEY ROP
JOINT BOARD OF TRUSTEES
REGULAR MEETING AGENDA**

February 10, 2010

A. PROCEDURAL MATTERS (continued)

6. Approval of Minutes

- a. Approve the minutes of the regular Joint Board of Trustees Meeting of January 12, 2010.

Reference

A-6.a.

Action

M ____
S ____
V ____

B. GENERAL COMMUNICATIONS

1. Public Comments

- a. General communications that do not have a connection with item(s) on the agenda.
- b. Specific communications in connection with agenda item(s). Announcement of intent is to be made at this time; however, any discussion will be held during the normal discussion period for that item.

C. REPORTS AND PRESENTATIONS

- 1. Superintendent's Report
 - a. Correspondence

D. CONSENT CALENDAR

1. General Business

- a. Approve and/or ratify purchase orders for the period of January 1, 2010 through January 31, 2010.
- b. Approve and/or ratify warrant schedules as listed for the month of January, 2010.
- c. Approve and/or ratify the field trip list.
- d. Approve the list of obsolete equipment for the purpose of deleting from ROP inventory.

Reference

D-1.a.
D-1.b.
D-1.c.
D-1.d.

Action

2. Conference and Travel

- a. Approve attendance at conference as listed for actual and necessary expenses incurred. Attendance is to be paid by the La Puente Valley ROP unless otherwise specified as attached, in accordance with Board Policy and Regulations 3002.

D-2.a.

**LA PUENTE VALLEY ROP
JOINT BOARD OF TRUSTEES
REGULAR MEETING AGENDA**

February 10, 2010

D. **CONSENT CALENDAR** (continued)

3. <u>Personnel</u>	<u>Reference</u>	<u>Action</u>
a. Approve and/or ratify certificated personnel employment related recommendations.	D-3.a.	
b. Approve and/or ratify certificated contracted personnel employment related recommendations.	D-3.b.	
c. Approve and/or ratify classified personnel employment related recommendations.	D-3.c.	
4. <u>Instruction</u>		
a. Approve and/or ratify additional Community Classroom and Cooperative Career Technical Education Training Agreements as listed.	D-4.a.	
b. Approve and/or ratify changes, additions, or deletions to the Spring 2010 schedule of classes.	D-4.b.	

Approve and/or ratify items listed on the consent calendar above as recommended by the superintendent.

M ____
S ____
V ____

E. **ADMINISTRATIVE ITEMS**

1. **General Business Information Items/Reports**

a. Receive the Financial Report for the Associated Student Body Fund for the period ending January 31, 2010.	E-1.a.
b. Receive the General Fund Balance Report for the period ending January 31, 2010.	E-1.b.
c. Receive the graphs for revenues and expenditures accumulated July 1, 2009 through January 31, 2010	E-1.c.
d. Receive the graph for projected cash flow for the period ending January 31, 2010.	E-1.d.

2. **General Business** - No additional items.

**LA PUENTE VALLEY ROP
JOINT BOARD OF TRUSTEES
REGULAR MEETING AGENDA**

February 10, 2009

E. <u>ADMINISTRATIVE ITEMS</u>(continued)	<u>Reference</u>	<u>Action</u>
3. <u>Personnel</u>		
a. Approve and/or ratify the certificated personnel action as presented.	E-3.a.	M ___ S ___ V ___
b. Approve and/or ratify the classified personnel action as presented.	E-3.b.	M ___ S ___ V ___
4. <u>Instruction</u> – No additional items.		
5. <u>Policy and Board Items</u>		
a. Approve the resolution proclaiming the month of February 2010, “Career and Technical Education Month.”	E-5.a.	M ___ S ___ V ___
b. Review ROP Board Handbook including mission statement, vision statement, tenets and program goals.	Oral Report – Esperanza Fernández	
c. Receive information on Educational Services procedures and issues.	Oral Report – Maureen Sinclair	
d. Receive information on Human Resources procedures and issues.	Oral Report – Tika Davé-Harris	
e. Receive information on Business Services procedures and issues.	Oral Report – Leticia Covarrubias	
f. Approve the “Statement of Governance and Working Relationships” for 2010.	E-5.f.	M ___ S ___ V ___
g. Approve compensation for Dr. Gilbert Garcia for the board meeting of January 12, 2010, since Dr. Garcia was absent due to hardship in accordance with Board Policy 9250 and appropriate resolution on file in the ROP Office.	E-5.g.	M ___ S ___ V ___
h. First reading Board Policy 3580.	E-5.h.	
i. Board Comments		

**LA PUENTE VALLEY ROP
JOINT BOARD OF TRUSTEES
REGULAR MEETING AGENDA**

February 10, 2009

6. Specific Dates to Remember:

- March 16, 2010 - Regular Joint Board of Trustees Meeting @ 6:00 p.m.
- March 10, 2010 - Principal for a Day

F. ADJOURNMENT

Action

1. Meeting adjourned at _____ p.m.

M ____

S ____

V ____