

LA PUENTE VALLEY REGIONAL OCCUPATIONAL PROGRAM

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

January 12, 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

Reference

Action

Adopt agenda for tonight's meeting. M \_\_\_\_\_

S \_\_\_\_\_

V \_\_\_\_\_

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**A. PROCEDURAL MATTERS (continued)**

5. Pledge of Allegiance – Robert Hidalgo

**6. Approval of Minutes**

a. Approve the minutes of the Joint Board of Trustees Meeting of December 17, 2009. A-6.a. M \_\_\_\_  
S \_\_\_\_  
V \_\_\_\_

**7. Public Comment**

This is the appropriate point in the agenda for those present to speak with regard to any closed session item on the agenda.

**8. Closed Session**

Recessed from public meeting to closed session at \_\_\_\_\_ to discuss and take possible action on the following items: M \_\_\_\_  
S \_\_\_\_  
V \_\_\_\_

a. Government Code Section 54957, Public Employee Appointment, Employment, Evaluation, Discipline or Dismissal/Release.

9. Adjourn from closed session to public meeting. M \_\_\_\_  
S \_\_\_\_  
V \_\_\_\_

10. Reconvened the public meeting at \_\_\_\_\_.

11. Report of action(s) taken during closed session.

**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

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**D. CONSENT CALENDAR**

<b>1. <u>General Business</u></b>	<b><u>Reference</u></b>	<b><u>Action</u></b>
a. Approve and/or ratify purchase orders for the period of December 1, 2009 through December 31, 2009.	D-1.a.	
b. Approve and/or ratify warrant schedules as listed for the month of December, 2009.	D-1.b.	
c. Approve and/or ratify the field trip list should any be received.	D-1.c.	
<b>2. <u>Conference and Travel</u></b>		
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 should any be received.	D-2.a.	
<b>3. <u>Personnel</u></b>		
a. Approve and/or ratify certificated personnel employment related recommendations.	D-3.a.	
b. Approve and/or ratify classified personnel employment related recommendations.	D-3.b.	
<b>4. <u>Instruction</u></b>		
a. Approve and/or ratify changes, additions, and deletions to the Spring, 2010 course schedule of classes.	D-4.a.	

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

**M** \_\_\_\_  
**S** \_\_\_\_  
**V** \_\_\_\_

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**E. ADMINISTRATIVE ITEMS**

<b>1. <u>General Business Information Items/Reports</u></b>	<b><u>Reference</u></b>	<b><u>Action</u></b>
a. Receive and accept the Audit Report for year ended June 30, 2009.	E-1.a. (Distributed under separate cover)	
b. Receive the Financial Report for the Associated Student Body Fund for the period ending December 31, 2009.	E-1.b.	
c. Receive the General Fund Balance Report for the period ending December 31, 2009.	E-1.c.	
d. Receive the graphs for revenues and expenditures accumulated July 1, 2009 through December 31, 2009.	E-1.d.	
e. Receive the graph for projected cash flow for the period ending December 31, 2009.	E-1.e.	
<b>2. <u>General Business</u> – No additional items.</b>		
<b>3. <u>Personnel</u></b>		
a. Approve the classified personnel action as presented.	E-3.a.	<b>M</b> ___ <b>S</b> ___ <b>V</b> ___
b. Approve the revised 2009/10 Administrator/ Classified Work Calendar as presented.	E-3.b.	<b>M</b> ___ <b>S</b> ___ <b>V</b> ___
<b>4. <u>Instruction</u> – No additional items.</b>		
<b>5. <u>Policy and Board Items</u></b>		
a. Approve and waive first reading of revised Board Policy 6020.	E-5.a.	<b>M</b> ___ <b>S</b> ___ <b>V</b> ___
b. Board Comments		

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E. **ADMINISTRATIVE ITEMS** (continued)

6. **Specific Dates to Remember:**

- February 8, 2010 - Holiday – Lincoln’s Birthday – Office Closed.
- February 15, 2010 - Holiday – Washington’s Birthday – Office Closed.
- February 16, 2010 - Regular Joint Board of Trustees Meeting @ 6:00 p.m.

F. **ADJOURNMENT**

**Action**

1. Meeting adjourned at \_\_\_\_\_ p.m.

**M** \_\_\_\_\_

**S** \_\_\_\_\_

**V** \_\_\_\_\_