

LA PUENTE VALLEY REGIONAL OCCUPATIONAL PROGRAM

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

March 15, 2011
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

Jay Chen, President _____
Barbara Boyd, Vice President _____
Gilbert Garcia, Ph.D., Clerk _____
Joseph Chang, Ph.D., Member _____
Laura Santos, Member _____
Judy Nieh, Member _____

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

Leticia Covarrubias, Assistant Superintendent,
Business Services _____
Maureen Sinclair, Ed.D., 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. Joseph Chang

**LA PUENTE VALLEY ROP
JOINT BOARD OF TRUSTEES
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A. PROCEDURAL MATTERS (continued)

- | 6. <u>Approval of Minutes</u> | <u>Reference</u> | <u>Action</u> |
|---|-------------------------|--|
| a. Approve the minutes of the regular Joint Board of Trustees Meeting of February 15, 2011. | 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 item.	M ___ S ___ V ___
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Conference with legal counsel regarding pending litigation pursuant to Government Code Section 54956.9.

- a. La Puente Valley ROP Ed Center Lease

- | | |
|---|--|
| 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. Presentation

**LA PUENTE VALLEY ROP
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D. CONSENT CALENDAR

- | | <u>Reference</u> | <u>Action</u> |
|--|-------------------------|----------------------|
| 1. <u>General Business</u> | | |
| a. Approve and/or ratify non-instructional purchase orders for the period of February 1, 2011 through February 28, 2011. | D-1.a. | |
| b. Approve and/or ratify non-instructional warrant schedules as listed for the month of February, 2011. | D-1.b. | |
| c. Approve and/or ratify the field trip list should any be received. | D-1.c. | |
| 2. <u>Conference and Travel</u> | | |
| 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. | |
| 3. <u>Personnel</u> | | |
| a. Approve and/or ratify certificated personnel employment related recommendations. | D-3.a. | |
| b. Approve and/or ratify certificated contracted personnel related recommendations. | D-3.b. | |
| c. Approve and/or ratify classified personnel employment related recommendations. | D-3.c. | |
| d. Approve a mandatory 10-hour, 4-day work week for La Puente Valley ROP central office from June 20, 2011 through August 18, 2011. | D-3.d. | |
| 4. <u>Instruction</u> | | |
| a. Approve and/or ratify additional Community Classroom and Cooperative Career Technical Education Training Agreements as listed. | D-4.a. | |

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D. **CONSENT CALENDAR** (continued)

4. **Instruction** (continued)

- b. Approve the Fall 2011 course offerings and authorize administrative staff to adjust classes as delineated in BP 7006.

Reference

D-4.b.

Action

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 February 28, 2011.
- b. Receive the General Fund Balance Report for the period ending February 28, 2011.
- c. Receive the graphs for revenues and expenditures accumulated July 1, 2011 through February 28, 2011.
- d. Receive the graph for projected cash flow for the period ending February 28, 2011.

E-1.a.

E-1.b.

E-1.c.

E-1.d.

2. **General Business**

- a. Approve and/or ratify "B" warrants over \$500 issued for instructional materials in the month of February, 2011.
- b. Approve and/or ratify list of 2010-11 purchase orders and open purchase orders for instructional materials incurred for the period of February 1, 2011 through February 28, 2011.

E-2.a.

E.2.b.

M ____
S ____
V ____

M ____
S ____
V ____

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E. **ADMINISTRATIVE ITEMS**(continued)

2. **General Business**(continued)

c. Approve the Second Interim Financial Report as of January 31, 2011, and authorize its submission to LACOE for approval.	E-2.c. Under Separate Cover	M ____ S ____ V ____
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3. **Personnel** – No additional items.

4. **Instruction** – No additional items.

5. **Policy and Board Items**

a. Board Comments

6. **Specific Dates to Remember:**

April 13, 2011 - Regular Joint Board of Trustees Meeting @ 6:00 p.m.
April 22, 2011 - Spring Holiday – Office Closed

F. **ADJOURNMENT**

Action

1. Meeting adjourned at _____ p.m.	M ____ S ____ V ____
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Public records related to the public session agenda, that are distributed to the Governing Board less than 72 hours before a regular meeting, may be inspected by the public at 18501 East Gale Avenue, Suite 100, Industry, CA during regular business hours (8:00 a.m. to 4:00 p.m.).