

LA PUENTE VALLEY REGIONAL OCCUPATIONAL PROGRAM

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

October 18, 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 _____

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

October 18, 2011

A. PROCEDURAL MATTERS (continued)

5. Pledge of Allegiance: Barbara Boyd

6. Approval of Minutes

a. Approve the minutes of the Regular Joint Board of Trustees Meeting of September 20, 2011.

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
- b. Evaluation Instrument
- c. Presentations

D. CONSENT CALENDAR

1. **General Business**

a. Approve and/or ratify purchase orders for non-instructional supplies for the period of September 1, 2011 through September 30, 2011.

D-1.a.

b. Approve and/or ratify warrant schedules for non-instructional supplies as listed for the month of September, 2011.

D-1.b.

c. Approve and/or ratify the field trip list should any be received.

D-1.c.

d. Approve the Special Services Agreement with Sophia Zarate as Telephone Surveyor.

D-1.d.

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JOINT BOARD OF TRUSTEES
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D.	<u>CONSENT CALENDAR</u> (continued)	<u>Reference</u>	<u>Action</u>
	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 classified personnel employment-related recommendations.	D-3.b.	
	4. <u>Instruction</u>		
	a. Approve and/or ratify changes, additions, and deletions to the Fall, 2011 schedule of classes.	D-4.a.	
	b. Approve and/or ratify additional Community Classroom and Cooperative Career Technical Education Training Agreements as listed.	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 September 30, 2011. | E-1.a. |
| b. Receive the General Fund Balance Report for the period ending September 30, 2011. | E-1.b. |

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E. <u>ADMINISTRATIVE ITEMS</u> (continued)	<u>Reference</u>	<u>Action</u>
1. <u>General Business Information Items/Reports</u> (continued)		
c. Receive the graphs for revenues and expenditures accumulated July 1, 2011 through September 30, 2011.	E-1.c.	
d. Receive the graph for projected cash flow for the period ending September 30, 2011.	E-1.d.	
2. <u>General Business</u>		
a. Adopt the Budget Development Calendar for FY 2012 - 2013 as proposed.	E-2.a.	M ____ S ____ V ____
b. Approve and/or ratify "B" warrants over \$500.00 issued for instructional supplies in the month of September, 2011.	E-2.b.	M ____ S ____ V ____
c. Approve and/or ratify list of 2011-12 purchase orders for instructional materials incurred for the period of September 1, 2011 through September 30, 2011.	E.2.c.	M ____ S ____ V ____
3. <u>Personnel</u> - No additional items		
4. <u>Instruction</u>		
a. Approve the retention of services from 4 Hire Education Consultant for facilitating and finalizing the WASC Self-Study.		M ____ S ____ V ____
5. <u>Policy and Board Items</u>		
a. First reading Board Policy 6107.		
b. First reading Board Policy 6110.		
c. Approve BP 6203 which received first reading on September 20, 2011.	E-5.c.	M ____ S ____ V ____

