

LA PUENTE VALLEY REGIONAL OCCUPATIONAL PROGRAM

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

January 20, 2009
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

Paul Solano, President _____
Gloria Burt, Vice President _____
Norman Hsu, Clerk _____
Karina Moreno, Member _____
Robert Hidalgo, Member _____
Anita Perez, 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 _____

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

January 20, 2009

A. PROCEDURAL MATTERS (continued)

5. Pledge of Allegiance – Gloria Burt

6. Approval of Minutes

a. Approve the minutes of the Joint Board of Trustees Meeting of December 9, 2008.

A-6.a.

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 December 1, 2008 through December 31, 2008.

Reference

D-1.a.

b. Approve and/or ratify warrant schedules as listed for the month of December 2008.

D-1.b.

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

D-1.c.

d. Approve LACOE cost estimate to consolidate business services and Internet access services to one circuit, and allow ROP to cancel current contract with Level3 Communications.

D-1.d.

**JOINT BOARD OF TRUSTEES
REGULAR MEETING AGENDA**

January 20, 2009

D. CONSENT CALENDAR (continued)

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.

3. Personnel

- 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. Instruction

- a. Approve and/or ratify the LPVROP course title changes as listed. D-4.a.
- b. Approve the Spring 2009 course offerings and authorize administrative staff to adjust classes as delineated in BP 7006. D-4.b.
- c. Approve the Broadcast & Movie Production I and II Course Outline. D-4.c.
- d. Approve and/or ratify the CalWORKS application to fund \$18,131 to LPVROP. D-4.d.
- e. Approve and/or ratify additional Community Classroom and Cooperative Career Technical Education Training Agreements as listed. D-4.e.

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

M _____
S _____
V _____

**JOINT BOARD OF TRUSTEES
REGULAR MEETING AGENDA**

January 20, 2009

E. ADMINISTRATIVE ITEMS

1. <u>General Business Information Items/Reports</u>	<u>Reference</u>	<u>Action</u>
a. Receive and accept the Audit Report for year ended June 30, 2008.	E-1.a. (Distributed under separate cover)	
b. Receive the Financial Report for the Associated Student Body Fund for the period ending December 31, 2008.	E-1.b.	
c. Receive the General Fund Balance Report for the period ending January 5, 2009.	E-1.c.	
d. Receive the ADA Report for June 16, 2008 to January 4, 2009.	E-1.d.	
e. Receive the graphs for revenues and expenditures accumulated July 1, 2008 through January 5, 2009, and ADA accumulated June 16, 2008 through January 4, 2009.	E-1.e.	
f. Receive the graph for projected cash flow for the period ending January 4, 2009.	E-1.f.	
g. Receive the Transportation Report for the month of December 2008.	E-1.g.	
2. <u>General Business</u> – No additional items.		
3. <u>Personnel</u> – No additional items.		
4. <u>Instruction</u> – No additional items.		
5. <u>Policy and Board Items</u>		
a. Approve the resolution proclaiming the month of February 2009, “Career and Technical Education Month.”	E-5.a.	M _____ S _____ V _____

E. ADMINISTRATIVE ITEMS (continued)

5. Policy and Board Items (continued)

	<u>Reference</u>	<u>Action</u>
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 2009.	E-5.f.	M _____ S _____ V _____
g. First reading Board Policies 6004, 6202, and 6204.	E-5.g.	
h. First reading Board Policies 6106, 6109A, 6111, and 6207.	E-5.h.	
i. First reading Board Policies 6103, 6206, 6204A, and 6214.	E-5.i.	
j. Board Comments		

6. Specific Dates to Remember:

- February 9, 2009 - Holiday – Lincoln’s Birthday – Office Closed.
- February 16, 2009 - Holiday – Washington’s Birthday – Office Closed.
- February 17, 2009 - Regular Joint Board of Trustees Meeting @ 6:00 p.m.

F. ADJOURNMENT

	<u>Action</u>
1. Meeting adjourned at _____ p.m.	M _____ S _____ V _____