

LA PUENTE VALLEY REGIONAL OCCUPATIONAL PROGRAM

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

**May 17, 2011
12:00 P.M.**

**La Puente Valley ROP
Administrative Office
Board Room**

REGULAR MEETING MINUTES

A. PROCEDURAL MATTERS

1. The meeting was called to order by the President, Jay Chen, at 12:00 p.m.

2. **Roll Call**

The following members were present:

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

Esperanza M. Fernández, 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 – D-1.h. – date changed to May 17, 2011
- b. Additions - D-4.b. – Approve the Summer 2011 Course Offerings, and authorize administrative staff to adjust classes as delineated in BP 7006.
- c. Deletions - None.

4. **Adoption of Agenda**

Moved by Dr. Chang, seconded by Mrs. Boyd, and carried to approve the adoption of the agenda for tonight's meeting. (6 yes votes, 0 no votes).

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

May 17, 2011

A. PROCEDURAL MATTERS (continued)

5. The Pledge of Allegiance was led by Dr. Gilbert G. Garcia.

6. Approval of Minutes

- a. Moved by Dr. Garcia, seconded by Mrs. Boyd, and carried to approve the minutes of the regular Joint Board of Trustees Meeting of April 13, 2011 with changes. (6 yes votes, 0 no votes).

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report

The Superintendent wished Mrs. Boyd and Dr. Garcia a happy birthday this month. She also presented the board with the proposed budget presented for next month's approval. The board was also presented with ROP Resolutions as part of certificated/classified staff appreciation. She also presented a report from our attorney regarding the Ed Center lease. More information will follow at next month's meeting.

Maureen Sinclair gave a short PowerPoint Presentation and video on the very successful Medical Boot Camp held at Giano, Sparks, Orange Grove, and Grandview Middle Schools.

C. GENERAL COMMUNICATIONS - None.

D. CONSENT CALENDAR

1. General Business

- a. Consent – approve and/or ratify non-instructional purchase orders for the period of April 1, 2011 through April 30, 2011.
- b. Consent – approve and/or ratify non-instructional warrant schedules as listed for the month of April, 2011.
- c. Consent – approve and declare that the following salaries are declared indefinite for fiscal year 2011-2012: Administrative and management, certificated monthly and hourly, classified monthly and hourly employees (retroactive pay is not provided to substitute teachers, classified substitutes, temporary and student employees).
- d. Consent – approve and/or ratify the field trip list should any be received.
- e. Consent – approve an expenditure not to exceed \$300 for appropriate recognition of 2010-11 Certificated Staff.

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

May 17, 2011

D. CONSENT CALENDAR (continued)

1. General Business (continued)

- f. Consent – approve an expenditure not to exceed \$300 for appropriate recognition of Classified Staff.
- g. Pulled - approve the agreement for the American Express School District Program.
- h. Consent – approve and or/ratify the 2010-11 Vocational Student Organization Advisors/Co-Advisors/Instructors and authorize payment of the appropriate stipend in June, 2011.
- i. Consent – approve the Memorandum of Understanding between LACOE and LPVROP to participate in the program for purposes of providing supervised teaching and mentoring of new CTE Teacher Candidates.
- j. Approve and/or ratify the Orange County Office of Education contract for SB1292 (SDAIE) training services offered at the La Puente Valley ROP administration office from April 6, 2011 through June 8, 2011.

2. Conference and Travel

- a. Consent – approve attendance at conferences 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.

3. Personnel

- a. Consent – approve and/or ratify certificated personnel employment related recommendations.
- b. Consent – approve and/or ratify classified personnel employment related recommendations.

4. Instruction

- a. Consent – approve and/or ratify additional Community Classroom and Cooperative Career Technical Education Training Agreements as listed.

Moved by Mrs. Boyd, seconded by Mrs. Santos, and carried to discuss item D-1.g.
(6 yes votes, 0 no votes).

Moved by Dr. Garcia, seconded by Dr. Chang, and carried to table item D-1.g to the June 14, 2011 Board Meeting. (6 yes votes, 0 no votes).

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

May 17, 2011

D. CONSENT CALENDAR (continued)

Moved by Dr. Garcia, seconded by Mrs. Boyd, and carried to approve and/or ratify items listed on the consent calendar above as recommended by the Superintendent with changes. (6 yes votes, 0 no votes).

E. ADMINISTRATIVE ITEMS

1. General Business Information Items/Reports

- a. The Financial Report for the Associated Student Body Fund for the period ending April 30, 2011 was received as presented.
- b. The General Fund Balance Report for the period ending April 30, 2011 was received as presented.
- c. The graphs for revenues and expenditures accumulated July 1, 2010 through April 30, 2011 for 2010-11 were received as presented.
- e. The graph for projected cash flow for the period ending April 30, 2011 was received as presented.

2. General Business

- a. Moved by Dr. Garcia, seconded by Mrs. Boyd, and carried to approve the resolution that permits short-term borrowing from the County Treasurer for fiscal year 2011-2012. (6 yes votes, 0 no votes).
- b. Moved by Dr. Chang, seconded by Mrs. Boyd, and carried to approve and/or ratify "B" warrants over \$500 issued for instructional materials in the month of April, 2011. (5yes votes, 0 no votes, 1 abstention). Dr. Garcia abstained.
- c. Moved by Mrs. Boyd, seconded by Dr. Chang, and carried to approve and/or ratify the list of 2010-11 purchase orders for instructional materials incurred for the period of April 1, 2011 through April 30, 2011. (5 yes votes, 0 no votes, 1 abstention). Dr. Garcia abstained.

3. Personnel – No additional items.

4. Instruction – No additional items.

5. Policy and Board Items

- a. Moved by Mrs. Boyd, seconded by Dr. Garcia, and carried to approve revised Board Policy 4005. (6 yes votes, 0 no votes).

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

May 17, 2011

E. **ADMINISTRATIVE ITEMS** (continued)

5. **Policy and Board Items** (continued)

b. Board Comments

Mrs. Santos commented that she hopes everyone will be able to attend the LACSTA Meeting on Thursday at the Quiet Canon.

Dr. Chang wished Mrs. Boyd and Dr. Garcia a happy birthday and stated that he really enjoyed the Medial Boot Camp presentation and wished that all high schools participated in this program.

Dr. Garcia mentioned that a link should be added to our website linking the 3 districts specific to Career Pathways. He also encouraged the ROP to become involved in the survey conducted by Rowland Unified School District pertaining to ROP classes.

Mr. Chen stated that he will be attending the Sunburst Youth Academy in Los Alamitos on Thursday, May 19, 2011 from 9:00 am to 11:00 am to see if there is an opportunity to offer this class through the district or ROP.

6. **Specific Dates to Remember:**

June 14, 2011 - Regular Joint Board of Trustees Meeting @ 2:00 p.m.

F. **ADJOURNMENT**

Moved by Dr. Garcia, seconded by Dr. Chang, and carried to adjourn the regular meeting at 12:50 p.m. (6 yes votes, 0 no votes).

Respectfully submitted by

**Gilbert G. Garcia, Ph.D, Clerk
to the Joint Board of Trustees**

**Esperanza M. Fernández, Superintendent
and Secretary to the Joint Board of Trustees**