

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 MINUTES

A. PROCEDURAL MATTERS

1. The meeting was called to order by the President, Jay Chen, at 6:00 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

3. **Review of Agenda**

- a. Changes - None
- b. Additions - None
- c. Deletions - None

4. **Adoption of Agenda**

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

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A. PROCEDURAL MATTERS (continued)

5. The pledge of allegiance was led by Mrs. Boyd.

6. Approval of Minutes

a. Moved by Dr. Chang, seconded by Ms. Nieh, and carried to approve the minutes of the Joint Board of Trustees Meeting of September 20, 2011. (6 yes votes, 0 no votes).

B. GENERAL COMMUNICATIONS - None.

C. REPORTS AND PRESENTATIONS

1. Superintendent's Report

Mrs. Fernández presented the board with an invitation to the grand opening of “The Jar” at Rowland High School and a copy of the LPVROP Annual Report compiled by Leticia Covarrubias and the Business Department. A facility lease update was given by the Superintendent. The Superintendent’s Evaluation Instrument was handed to the Board along with her evaluation report and organizational goals highlights and accomplishments. Dr. Garcia mentioned that he would like an addition to the Superintendent’s evaluation instrument pertaining to the organizational goals. This will be added and emailed to the Board Members on Wednesday, October 19, 2011.

Assistant Superintendent, Business Services, Leticia Covarrubias, gave a PowerPoint Presentation on funding and expense allocation history of La Puente Valley ROP. A discussion was held regarding the inequity in funding and expenses. Options to remedy this inequity were reviewed.

D. CONSENT CALENDAR

1. General Business

a. Consent – Approve and/or ratify purchase orders for the period of September 1, 2011 through September 30, 2011.

b. Consent – Approve and/or ratify warrant schedules as listed for the month of September, 2011.

c. Consent – Approve/ratify the field trip list should any be received.

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

2. Conference and Travel

a. Consent – 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. **CONSENT CALENDAR** (continued)

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 changes, additions, and deletions to the Fall, 2011 schedule of classes.
- b. Consent – Approve and/or ratify additional Community Classroom and Cooperative Career Technical Education Training Agreements as listed.

Moved by Mrs. Boyd, seconded by Dr. Garcia, and carried to approve and/or ratify items listed on the consent calendar above as recommended by the Superintendent. (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 September 30, 2011 was received as presented.
- b. The General Fund Balance Report for the period ending September 30, 2011 was received as presented.
- c. The graphs for revenues and expenditures accumulated July 1, 2011 through September 30, 2011 were received as presented.
- d. The graph for projected cash flow for the period ending September 30, 2011 was received as presented.

2. **General Business**

- a. Moved by Dr. Chang, seconded by Ms. Nieh, and carried to adopt the Budget Development Calendar for FY 2012 - 2013. (6 yes votes, 0 no votes).
- b. Moved by Dr. Garcia, seconded by Dr. Chang, and carried to approve and/or ratify “B” warrants over \$500 issued for instructional materials in the month of September, 2011. (6 yes votes, 0 no votes).

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E. **ADMINISTRATIVE ITEMS** (continued)

2. **General Business** (continued)

- c. Moved by Mrs. Boyd, seconded by Dr. Chang, and carried to approve and/or ratify the list of 2011-12 purchase orders for instructional materials incurred for the period of September 1, 2011 through September 30, 2011. (5 yes votes, 0 no votes, 1 abstention). Dr. Garcia abstained.

3. **Personnel** - No additional items.

4. **Instruction**

- a. Moved by Mrs. Boyd, seconded by Dr. Chang, and carried to approve the retention of 4 Hire Education Consultant for facilitating and finalizing the WASC Self-Study. (6 yes votes, 0 no votes).

5. **Policy and Board Items**

- a. First reading Board Policy 6107.
- b. First reading Board Policy 6110.
- c. Moved by Dr. Garcia, seconded by Dr. Chang, and carried to approve Board Policy 6203 which received first reading on September 20, 2011. (6 yes votes, 0 no votes).
- d. The La Puente Valley ROP 2011-12 Mission, Tenets, Vision and Organizational Goals were received as presented.
- e. Board Comments

Mrs. Santos thanked the ROP for their hard work and informed the Board that she attended the California Latino School Board Conference.

Dr. Chang stated that he would like to attend the grand opening of The Jar at Rowland High School but is teaching at that time. He would also like to see a Culinary Class of this caliber offered at Hacienda La Puente Unified School District.

Dr. Garcia mentioned that CSBA has established a task force regarding Linked Learning. He would like the ROP to gather thoughts defining Linked Learning and either revamp existing tenets or add new tenets pertaining to Linked Learning and how we see this concept moving into the future. He also stated that he appreciated that funding has come to light and inequities addressed.

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E. ADMINISTRATIVE ITEMS (continued)

5. Policy and Board Items (continued)

e. Board Comments (continued)

Mrs. Boyd stated that she is very excited about Linked Learning.

Mr. Chen liked the presentation and expressed that the ROP is on the right track.

6. Specific Dates to Remember:

November 11, 2011 - Holiday – Veterans’ Day - Office Closed

November 15, 2011 - Regular Joint Board of Trustees Meeting @ 6:00 p.m.

F. ADJOURNMENT

Moved by Mrs. Boyd, seconded by Dr. Chang, and carried to adjourn the regular meeting at 7:20 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**