

LA PUENTE VALLEY REGIONAL OCCUPATIONAL PROGRAM

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

**July 19, 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 Vice President, Mrs. Barbara Boyd, at 12:00 p.m.

2. **Roll Call**

The following members were present:

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

Esperanza M. Fernández, 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

Absent:

Jay Chen, President
Judy Nieh, Member

3. **Review of Agenda**

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

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A. PROCEDURAL MATTERS (continued)

4. Adoption of Agenda

Moved by Dr. Garcia, seconded by Dr. Chang, and carried to approve the adoption of the agenda for tonight's meeting with changes. (4 yes votes, 0 no votes).

5. The pledge of allegiance was led by Mrs. Laura Santos.

6. Approval of Minutes

a. Moved by Dr. Garcia, seconded by Dr. Chang, and carried to approve the minutes of the regular Joint Board of Trustees Meeting of June 14, 2011. (4 yes votes, 0 no votes).

B. GENERAL COMMUNICATIONS – None to report.

C. REPORTS AND PRESENTATIONS

1. Superintendent's Report

Mrs. Fernández wished Dr. Chang a happy birthday and presented a plaque to our CAROCP Teacher of the Year, Pat Hakim, and Classified Person of the Year, John Howing. Gabriel Rivera, Director of Technology, presented the new La Puente Valley ROP Website to the Board.

D. CONSENT CALENDAR

1. General Business

- a. Consent – approve and/or ratify non-instructional purchase orders for the period of June 1, 2011 through June 30, 2011.
- b. Consent – approve and/or ratify non-instructional warrant schedules as listed for the month of June, 2011.
- c. Consent – approve and/or ratify the field trip list should any be received.

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.

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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.
- c. Consent – Approve the proposed calendar for 2011-12.

4. **Instruction**

- a. Consent – approve and/or ratify additional Community Classroom and Cooperative Career Technical Education Training Agreements as listed.
- b. Consent – approve the Fall, 2011 Course Offerings, and authorize administrative staff to adjust classes as delineated in BP 7006.
- c. Consent – approve and/or ratify changes, additions, and deletions to the Summer, 2011 schedule of classes.
- d. Consent – approve the Digital Animation Course Outline.

Moved by Dr. Chang, seconded by Dr. Garcia, and carried to approve and/or ratify items listed on the consent calendar above as recommended by the Superintendent.
(4 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 June 30, 2011 was received as presented.
- b. The General Fund Balance Report for the period ending June 30, 2011 for fiscal year 2010-11 was received as presented.
- c. The graph for projected cash flow for the period ending June 30, 2011 was received as presented.
- d. The graphs for revenues and expenditures accumulated July 1, 2010 through June 30, 2011 were received as presented.

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E. **ADMINISTRATIVE ITEMS** (continued)

2. **General Business**

- a. Moved by Ms. Boyd, seconded by Dr. Chang, and carried to approve and/or ratify “B” warrants over \$500 issued for instructional materials in the month of June, 2011. (3 yes votes, 0 no votes, 1 abstention). Dr. Garcia abstained.
- b. Moved by Mrs. Boyd, seconded by Mrs. Santos, and carried to approve and/or ratify the list of 2010-11 purchase orders for instructional materials incurred for the period of June 1, 2011 through May 31, 2011. (3 yes votes, 0 no votes, 1 abstention). Dr. Garcia abstained.

3. **Personnel**

- a. The 2010-11 Classified and Certificated Staff Activities Report was received as presented.

4. **Instruction** - None to report.

5. **Public Comment** – None to report.

6. **Closed Session**

Moved by Dr. Garcia, seconded by Dr. Chang, and carried to recess from public meeting to closed session at 12:15 p.m. to discuss and take possible action on:

Conference with legal counsel regarding pending litigation pursuant to Government Code Section 54956.9.

- a. La Puente Valley ROP Ed Center Lease
(4 yes votes, 0 no votes)
7. Moved by Dr. Chang, seconded by Mrs. Boyd, and carried to adjourn from closed session to public meeting at 12:45 p.m. (4 yes votes, 0 no votes).
 8. Mrs. Boyd reconvened the public meeting at 12:46 p.m.
 9. Mrs. Boyd announced publicly that no action had been taken during closed session.
10. **Policy and Board Items**
- a. First reading revised Board Policy 7040.

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E. **ADMINISTRATIVE ITEMS** (continued)

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

- b. Moved by Dr. Garcia, seconded by Dr. Chang, and carried to approve compensation for Mr. Jay Chen for the board meeting of July 19, 2011, since Mr. Chen was absent due to hardship in accordance with Board Policy 9250 and appropriate resolution on file in the ROP Office.
- c. Moved by Dr. Garcia, seconded by Dr. Chang, and carried to approve compensation for Ms. Judy Nieh for the board meeting of July 19, 2011, since Ms. Nieh was absent due to hardship in accordance with Board Policy 9250 and appropriate resolution on file in the ROP Office.
- d. Board Comments

Mrs. Santos stated that she is thrilled that we are offering Forensics and Medical Core at Nueva Vista High School and appreciates ROP providing these classes.

Dr. Chang introduced his guest from Wuhan, China and wished everyone a great summer.

Dr. Garcia wished everyone a great vacation.

Mrs. Boyd informed everyone that she and Mr. Galindo, Bassett Superintendent, visited Trade Tech and will be developing a partnership with them.

11. **Specific Dates to Remember:**

- August 15, 2011- Fall Back-to-School In-service @ 8:00 a.m. at the Avalon Room.
- August 16, 2011- Regular Joint Board of Trustees Meeting @ 12:00 p.m.

F. **ADJOURNMENT**

Moved by Mr. Dr. Garcia, seconded by Dr. Chang, and carried to adjourn the regular meeting at 12:52 p.m. (4 yes votes, 0 no votes).

Respectfully submitted by

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

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