

**SOUTHERN CALIFORNIA REGIONAL OCCUPATIONAL CENTER
BOARD OF EDUCATION
MEETING**

**2300 Crenshaw Boulevard, Torrance, CA 90501
Board Room**

January 17, 2019

**5:20 p.m. Oath of Office to New Board Members
5:30 p.m. Board of Education Meeting**

ADMINISTER OATH OF OFFICE TO NEW BOARD MEMBERS

Bill Fournell – Manhattan Beach Unified School District
Terry Ragins – Torrance Unified School District
Suzanne Seymour – Palos Verdes Unified School District

CALL MEETING TO ORDER:

Time: _____

BOARD MEMBERS:

Mr. Michael Christensen, President, Redondo Beach Unified School District _____

Ms. Nancy Cobb, Vice-President, El Segundo Unified School District _____

Dr. Carliss McGhee, Ph.D., Clerk, Inglewood Unified School District _____

Mr. Bill Fournell, Manhattan Beach Unified School District _____

Ms. Terry Ragins, Torrance Unified School District _____

Ms. Suzanne Seymour, Palos Verdes Peninsula Unified School District _____

Ms. Ida VanderPoorte, Board Member-at-Large _____

TBD, Board Member-at-Large _____

SUPERINTENDENT:

Atlas Helaire, Ed.D. _____

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Approve the January 17, 2019 agenda.

Move:___ Second:___ Vote:___

MC ___ NC ___ BF ___ CM ___ TR ___ SS ___ IV ___ BMAL ___

Individuals who require disability-related accommodations or modifications, including auxiliary aids and services in order to participate in the Board Meeting, should contact the Superintendent or designee in writing at 2300 Crenshaw Boulevard, Torrance, CA 90501

APPOINTMENT BOARD MEMBER-AT-LARGE

1. Conduct interview for SoCal ROC Board Member-at-Large position A. Helaire pp. 7

ADJOURN TO CLOSED SESSION

Move:___ Second:___ Vote:___

MC___ NC___ BF ___ CM___ TR ___ SS ___ IV ___ BMAL ___

CLOSED SESSION

1. Discuss Board Member-at-Large Selection

2. Public Employee Discipline/Dismissal/Release

Any action taken in Closed Session will be reported out in Open Session

APPOINTMENT BOARD MEMBER-AT-LARGE CONT.

2. Approve candidate for SoCal ROC Board Member-at-Large position A. Helaire Action
pp. 8

Move:___ Second:___ Vote:___

MC___ NC___ BF ___ CM___ TR ___ SS ___ IV ___ BMAL ___

3. Administer oath of office to SoCal ROC Board Member-at-Large A. Helaire pp. 9

COMMENDATIONS/RECOGNITION:

NONE

PROGRAM HIGHLIGHT:

NONE

STUDENT VOICES:

Zoe Martinez, Redondo Union High
Cosmetology Module VIII

H. Smith

COMMENTS FROM THE PUBLIC

Individual speakers shall be allowed three (3) minutes to address the Board on each agenda or non-agenda item. The Board shall limit the total time for public input on each item to 20 minutes.

1. Board Agenda Items: Any member of the audience may speak to any agenda item by submitting a yellow card (located on back table). Please hand the completed card to the administrative assistant at the Board table. When the item is considered by the Board, individuals submitting yellow cards will be called upon prior to Board action.
2. Topics Not on Agenda: Anyone in attendance may address any issue by following the same procedure process listed above. Since the Board cannot take action on items which are not on the agenda, such items may be referred to the Superintendent for handling. Individuals interested in speaking to items which are not on the agenda will be called upon at this time.

ACKNOWLEDGEMENT OF CORRESPONDENCE TO THE BOARD

SoCal ROC EMPLOYEE GROUP REPRESENTATIVE

President – Jenice Garcia

STAFF REPORTS

Presentation of SoCal ROC Audit for 2017/2018

A. Helaire /
Auditor – Wilkinson Hadley King & Co., LLP

CONSENT CALENDAR:

pp. 10

ITEM NO.

- | | | |
|----------|---|-----------|
| 1 | APPROVE BOARD MINUTES OF DECEMBER 2018

Approve the minutes of the December 4, 2018 Board Meeting | pp. 11-17 |
| 2 | APPROVE PAYROLL A WARRANT REPORT - NOVEMBER & DECEMBER 2018

(A) Approve A warrants issued for the month of November 1, 2018 through November 30, 2018 drawn in payment of salaries.

(B) Approve A warrants issued for the month of December 1, 2018 through December 31, 2018 drawn in payment of salaries. | pp. 18-19 |
| 3 | APPROVE B WARRANT REPORT - DECEMBER 2018

Approve B warrant registers #1126 - #1220 issued during the month of November 26, 2018 through December 20, 2018. | pp. 20- |

4 APPROVE B WARRANTS ISSUED WITHOUT PURCHASE ORDERS FOR DECEMBER 2018 pp. 21-23

Approve the B warrants from Doc #077050 through #077076 for the month of December 2018 totaling \$12,675.69 for items issued without purchase orders since the last Board meeting of December 4, 2018.

5 APPROVE PERSONNEL ASSIGNMENT ORDERS pp. 24-25

Approve and ratify personnel assignment orders #9350 - #9359 that were assigned since the last Board of Education meeting of December 4, 2018.

6 APPROVE PURCHASE ORDER REPORT - DECEMBER 2018 pp. 26-27

Ratify purchase orders 18190141 through 18190160 for a total of \$41,115.54 for the period of December 1, 2018 through December 31, 2018 that have been issued since the last Board Meeting of December 4, 2018 for miscellaneous supplies, services, and equipment.

7 APPROVE SOCAL ROC RECOGNITION ACCOUNT - DECEMBER 2018 pp. 28-29

Approve the SoCal ROC Recognition Account for the month of December 2018.

8 APPROVE AFFILIATION AGREEMENTS pp. 30-31

Approve externship training sites affiliation agreements for the SoCal ROC Programs listed:

AFFILIATE	STATUS	PROGRAM
ICAN Tax Prep & Accounting Services	New	Administrative Office Assistant
Burlington Coat Factory	Renewal	Retail Occupations I/II

9 APPROVE INCREASE TO MILEAGE REIMBURSEMENT RATE pp. 32

Approve increase to mileage reimbursement rate from 54.5 cents to 58.0 cents per mile.

MOTION TO APPROVE CONSENT CALENDAR NUMBERS 1 THROUGH 9 Action

Move:___ Second:___ Vote:___

MC___ NC___ BF ___CM___TR ___ SS ___ IV ___ BMAL ___

PERSONNEL

NONE

BUSINESS SERVICES

1. Acceptance of SoCal ROC Audit Report – June 30, 2018
(Submitted under separate cover) A. Helaire Action
pp. 33

Move:___ Second:___ Vote:___

MC___ NC___ BF ___CM___TR ___ SS ___ IV ___ BMAL ___

2. Approve Audit Adjustment A. Helaire Action
pp. 34-37

Move:___ Second:___ Vote:___

MC___ NC___ BF ___CM___TR ___ SS ___ IV ___ BMAL ___

3. Adopt Revised Resolution 01-2019-01 – Certification of Signatures A. Helaire Action
pp. 38-40

Move:___ Second:___ Vote:___

MC___ NC___ BF ___CM___TR ___ SS ___ IV ___ BMAL ___

4. Vacation Payout - Informational A. Helaire Informational
pp. 41

5. Approve acceptance of gifts donated to the Center J. Pesavento Action
pp. 42-43

Move:___ Second:___ Vote:___

MC___ NC___ BF ___CM___TR ___ SS ___ IV ___ BMAL ___

GENERAL SERVICES

1. Approve Security Service Agreement between SoCal ROC and National 50 Security and Investigation, Inc. A. Helaire Action
pp. 44-49

Move:___ Second:___ Vote:___

MC___ NC___ BF ___CM___TR ___ SS ___ IV ___ BMAL ___

2. Approve Elevator Service Agreement between SoCal ROC and Liftech Elevator Services, Inc. A. Helaire Action
pp. 50-55

Move:___ Second:___ Vote:___

MC___ NC___ BF ___CM___TR ___ SS ___ IV ___ BMAL ___

BOARD MEMBERS' REMARKS

SUPERINTENDENT'S REMARKS

ADJOURN MEETING

Move:___ Second:___ Vote:___

MC___ NC___ BF ___ CM___ TR ___ SS ___ IV ___ BMAL ___

SoCal ROC BOARD MEETING DATES:

February 21, 2019
March 21. 2019
April 18, 2019
May 16, 2019
June 20, 2019
August 15, 2019
September 19, 2019
October 17, 2019
November 21, 2019
December 12, 2019

CALENDAR OF EVENTS:

January 15, 2019 – WASC Progress Meeting
January 16, 2019 – Certificate Ceremony
January 21, 2019 – MLK Holiday
January 24, 2019 – 1. Fall Semester Ends
 2. Advisory Day
January 28, 2019 – Spring Semester Begins