

EAST SAN GABRIEL VALLEY REGIONAL OCCUPATIONAL PROGRAM and TECHNICAL CENTER

**JOINT BOARD OF MANAGEMENT**

June 28, 2007

The Joint Board of Management of the East San Gabriel Valley Regional Occupational Program and Technical Center met on Thursday, June 28, 2007 at 1501 W. Del Norte St., West Covina, California. The meeting was called to order by Doris Blum, Vice President at 6:30 p.m. and was opened with a flag salute.

**ROLL CALL**

Members Present: Doris Blum, Vice President/Clerk  
Glendora Unified School District

Brian Akers, Member  
Charter Oak Unified School District

Helen Hall, Member  
Walnut Valley Unified School District

Mike Spence, Member  
West Covina Unified School District

Members Absent: Rosemary Garcia, President  
Azusa Unified School District

Sergio Corona, Member  
Baldwin Park Unified School District

Darrell Myrick, Member  
Covina Valley Unified School District

Others Present: Eva Perez, Annet Johnson, Musheer Rasheed, Martin Barragan, Dottie Misetic, JoAnn Tack, Sunaina Sharma, Lil Walker, U.S. Government Students, Bud Richards, Colleen Crawford, Laurel Adler and Patti Whitcher

**PRELIMINARY**

Agenda ADOPTED Motion by Mr. Akers seconded by Mrs. Hall, and carried that  
#184-07 the agenda be adopted as submitted.

Minutes APPROVED Motion by Mr. Akers, seconded by Mrs. Hall, and carried that  
#185-07 the minutes of the meeting held on May 31, 2007 be adopted  
as submitted.

Superintendent's Report Dr. Adler reported that AB 2448 has created new opportunities for many students. ESGVROP is hearing from a number of high school principals about ways the organization can assist them with implementation.

Regular Meeting – June 28, 2007

Handouts:

1) Invitation to Adult Graduation Ceremony

Consent Calendar           APPROVED  
#186-07

Motion by Mrs. Hall, seconded by Mr. Spence, and unanimously carried that the consent calendar be approved with the deletion of items 10 and 16..

## PERSONNEL

Certificated Employees    APPROVED  
#187-07

Motion by Mrs. Hall, seconded by Mr. Spence, and unanimously carried that Certificated Employee recommendations and actions be ratified and approved:

### Employment of:

*(Board approval does not constitute a promise of work this summer, unless a written or verbal offer is made to the employee. All summer assignments are on an "As-needed" basis).*

<u>Name</u>	<u>Range/Step</u>	<u>Effective Date</u>
Jonathan Haprov	5/3	6/18/07-7/26/07
Rudolph Hernandez	3/6	6/14/07-8/31/07
Edgar Montalvo	6/7	7/10/07-8/28/97
Brandi Stidham	4/4	6/18/07-8/16/07

### Salary Change of:

Brandi Stidham, Instructor/Cosmetology, 10-month, hourly as needed, from Schedule A/Range 3/Step 4 to Schedule A/Range 4/Step 4, eff. 6/14/07

### Assignment Change of:

One-Time Extra-Duty stipend for student organization involvement (Perkins) for 06/07

Beverly Hazen	HOSA Advisor	\$700.00
Carol Higuera	HOSA Advisor	\$200.00
Tom Marason	Virtual Enterprise	\$900.00

### Status Change of:

Brandi Stidham, Instructor/Cosmetology, 10-month, hourly as needed, from Schedule A/Range 3/Step 4 to Schedule A/Range 2/Step 10, eff. 6/14/07

### Resignation of:

Betty Williams, Instructor, Career Training (WHS), other employment, eff. 6/28/07

Classified Personnel      APPROVED  
#188-07

Motion by Mrs. Hall, seconded by Mr. Spence, and unanimously carried that Classified Employee recommendations and actions be ratified and approved:

**Employment of:**

*Student Program Aides, WIA, Youth Opportunities Program (Azusa)*, hourly as needed, not to exceed 100 hours, Schedule L/Range 1/Step 1, eff. 7/2/07

Bobbie Bowman	James Jimenez	Jessica Covarrubias
Karen Padilla	Hannah Crowell	Gerardo Padilla
Manuel Jimenez	Jesse Saldana	Solinda Jimenez
Juan Sillas		

*Student Program Aides, WIA Youth Opportunities Program (Charter Oak)* hourly as needed, not to exceed 60 hours, Schedule L/Range 1/Step 1, eff. 5/25/07

Brittney Atkinson	Nathaniel Lara	Daniel Rochin
-------------------	----------------	---------------

*Student Program Aides, WIA Youth Opportunities Program (Charter Oak)* hourly as needed, not to exceed 60 hours, Schedule L/Range 1/Step 1, eff. 7/2/07

Bryan Arellano	Eric Rodriguez	Christopher Bedoya
Andres Romero	Kyle Bradley	Anthony Saiz
Lorenzo Chin	Michael Saiz	Farina Del Valle
Jamil Tanagno	Grimer Del Valle	Heriberto Vasquez
Christian Delgado	Dejon Ward	John Fleming
Evangelina Washington	Jessica Ornelas	Jeremy White

*Student Program Aides, WIA Youth Opportunities Program (Walnut)* hourly as needed, not to exceed 60 hours, Schedule L/Range 1/Step 1, eff. 7/2/07

Lillian Autoun	Jordan Cervantes	Alex Coria
Alexander Ramos	Jonathan Ramos	

*Student Program Aides, WIA Youth Opportunities Program (West Covina)* hourly as needed, not to exceed 60 hours, Schedule L/Range 1/Step 1, eff. 7/2/07

Viviana Acevedo	Ruth Olivares	Luis Alzaga
Namron Proctor	Fernando Barlow	Raquel Ravas
Jonathan Herrera	Kimberly Rodriguez	Vicky Escalante
Melanie Rodriguez	Lyanne Landeros	Krystina Torrence
Albert Lawrence	Hector Torres	Ramon Luna
Rayette Torres	Ashley McCoy	Rayette Torres
Daniel Trejo	Issac Morales	Joseph Verdugo
Marissa Munoz	Brenda Villegas	Miranda Munoz
Laquan Williams	Abdiel Olivares	Robmeka Williamson
Eunice Olivares		

Classified Personnel  
(Continued)

**Assignment Change of:**

Lupe Alvarez, Computer Technician (DSP), monthly stipend of \$200.00 maximum, proctor DSP test, eff. 2/1/07 through 6/30/07

**Reactivate:**

*Student Program Aides, WIA, Youth Opportunities Program (West Covina), hourly as needed, not to exceed 100 hours, Schedule L/Range 1/Step 1, eff. 7/2/07:*

Joanna Archuleta  
Luis Guerrero  
Kimberly Leyva-Rodriguez  
Melanie Leyva-Rodriguez  
Frank Luna  
Anna Pouncy  
Davina Rodriguez

Employees Salaries Indefinite      APPROVED #189-07

Motion by Mrs. Hall, seconded by Mr. Spence, and unanimously carried to approve that July 1, 2007 be established as the date upon which salaries of all ROP employees become indefinite and subject to future determination.

Create Classified Position  
• **Campus Security and Safety Officer**      TABLED

Item to be returned on July agenda.

Updated Job Description  
• **Instructional Aide – Health Programs**      APPROVED #190-07

Motion by Mrs. Hall, seconded by Mr. Spence, and unanimously carried to approve updated job description for the classified “Instructional Aide- Health Programs” position.

**BUSINESS AND OPERATIONS**

Purchase Orders      APPROVED #191-07

Motion by Mrs. Hall, seconded by Mr. Akers, and unanimously carried, that the following purchase orders be ratified and approved:

Purchase Orders: #71076 - 71113

Warrants      APPROVED #192-07

Motion by Mrs. Hall, seconded by Mr. Akers, and unanimously carried, that the General Fund B warrants be approved through June 14, 2007 in the amount of \$314,872.43

Conference Attendance      APPROVED #193-07

Motion by Mrs. Hall, seconded by Mr. Spence, and unanimously carried that attendance at conferences and meetings by designated personnel and payment of necessary expenses be ratified and approved:

CAROCP Spring Inservice  
Cerritos CA  
Mar. 3, 2007  
\$75.00

De Santos

Regular Meeting – June 28, 2007

Conference Attendance (Continued)	ACSA CTE Resource Group Sacramento CA April 25-26, 2007 May 3-4, 2007 May 16-1, 2007 May 30-31, 2007 \$300.00 each (Reimbursed by ACSA)	Adler
	Irvine Foundation Meeting (Required by grant) San Francisco CA June 4-5, 2007 \$200.00	Adler
	CAROCP State Board Meeting San Diego CA June 18-20, 2007 \$599.28	Rasheed
	CITEC Professional Development Institute San Diego CA June 29-30, 2007 \$524.77	Page Pitts
	DSPT Summer Institute Sacramento CA July 9-10, 2007 \$351.68 each	Barnes Case
	Final Cut Pro Hands-On Workshop Santa Monica CA July 11-12, 2007 \$660.00	Harrington
2007-2008 Budget	APPROVED #194-07	Motion by Mrs. Hall, seconded by Mr. Spence, and unanimously carried to approve the 2007-2008 Budget.
2007-2008 School Year Calendar	APPROVED #195-07	Motion by Mr. Spence, seconded by Mrs. Hall, and unanimously carried to approve the 2007-2008 School Year Calendar.
Authorization to Make Appropriation Transfers	APPROVED #196-07	Motion by Mrs. Hall, seconded by Mr. Akers, and unanimously carried to authorize the County Office of Education to make automatic appropriation transfers. This authorization is provided to assist East San Gabriel Valley ROP/TC in the fiscal year closing process and to permit payment of obligations incurred during 2006-2007.
Annual Delegation of Administrative Authority to Process Routine Budget Revisions, Adjustments and Transfers	APPROVED #197-07	Motion by Mrs. Hall, seconded by Mr. Spence, and unanimously carried to approve the Annual Delegation of Administrative Authority to Process Routine Budget Revisions, Adjustments and Transfers during the 2007-2008 school year.
Assessment Contract • Kuder, Inc.	APPROVED #198-07	Motion by Mrs. Hall, seconded by Mr. Spence, and unanimously carried to approve Assessment Contract with Kuder, Inc.

## CONTRACTS AND AGREEMENTS

Worksite Agreements      APPROVED  
#199-07

Motion by Mrs. Hall seconded by Mr. Spence, and unanimously carried to approve and ratify worksite agreements as listed:

### HOME HEALTH AIDE

Masonic Homes of California  
1650 E. Old Badillo St  
Covina CA 91724

### HEALTH OCCUPATIONS

Pomona Valley Hospital Medical Center  
Physical Therapy-Covina Annex  
420 W. Rowland Ave  
Covina CA 91723

### RETAIL SALES

Underground Station  
2066 Plaza Drive  
West Covina CA 91790

Consultant Services Agreement      APPROVED  
#200-07

Motion by Mrs. Hall, seconded by Mr. Spence, and unanimously carried to approve Consultant Services Agreements with the following persons/organizations:

- Clara Ribaldo, to provide Web Page design and maintenance services, from July 1, 2007 through June 30, 2008.

## INSTRUCTION

Course Approvals      APPROVED  
#201-07

- Electronics Tech
- Electronics Tech/Home Tech Integration

Motion by Mrs. Hall, seconded by Mr. Spence, and unanimously carried to approve Electronics Technology and Electronics Technician/Home Technology Integration Course descriptions.

## MISCELLANEOUS

Memberships      APPROVED  
#202-07

Motion by Mrs. Hall, seconded by Mr. Spence, and unanimously carried to approve 2007-2008 memberships and payment of dues and fees for the listed organizations.

Meeting Dates      APPROVED  
#203-07

Motion by Mrs. Hall, seconded by Mr. Spence, and unanimously carried to approve meeting dates of the Joint Board of Management during the 2007-2008 school year.

1D Application Abstract Approvals      APPROVED  
#204-07

Motion by Mrs. Hall, seconded by Mr. Spence, and unanimously carried to approve Career Technical Education 1D Application Abstracts

Regular Meeting – June 28, 2007

**CONFERENCE ITEMS**

Board Member  
Comments

Mr. Spence announced that WCUSD will be opening a new middle school on the former Coronado High School site. Mr. Spence also reported that three elementary schools will now be K-6.

Mr. Akers reported that the new Charter Oak USD Superintendent, Clint Harwick, will begin on July 1<sup>st</sup>.

Next Meeting

Thursday, July 26, 2007

Adjournment #205-07

The meeting was adjourned at 6:45 p.m.

\_\_\_\_\_  
Doris Blum, Vice President/Clerk

\_\_\_\_\_  
Laurel Adler, Secretary