

EAST SAN GABRIEL VALLEY REGIONAL OCCUPATIONAL PROGRAM and TECHNICAL CENTER

**JOINT BOARD OF MANAGEMENT**

(TENTATIVE)  
January 23, 2003

The Joint Board of Management of the East San Gabriel Valley Regional Occupational Program and Technical Center met on Thursday, January 23, 2003 at 1501 W. Del Norte Ave, West Covina, California. The meeting was called to order by Helen Hall, President at 6:00 p.m. and was opened with a flag salute.

**ROLL CALL**

Members Present:

Helen Hall, President  
Walnut Valley Unified School District

Brian Akers, Vice President/Clerk  
Charter Oak Unified School District

Rosemary Garcia, Member  
Azusa Unified School District

Anthony Bejarano, Member  
Baldwin Park Unified School District

Dr. Mary L. Hanes, Member  
Covina Valley Unified School District

Doris Blum, Member  
Glendora Unified School District

Mike Spence, Member (6:04 p.m.)  
West Covina Unified School District

Members Absent:

None

Others Present:

Roberta Floyd, Don Driftnier, Colleen Crawford, Ryan Quesenberry, Lucinda Borden, Sherry Schwan, Donna Schwan, Clancey Franklin, the Franklin family, Norma Manning, Annette Eckerman, Kim Case, Lil Walker, Sunaina Sharma, Annet Johnson, Shannon Keller, Bev Hazen, Carol Higuera, Pura Dalton, Bahram Estaki, Lawrence Fitz, Dave Johnson, Eva Ramirez, Min Gonzalez, Ken Manning, Myrna Tuckley, Laurel Adler, and Patti Whitcher

**PRELIMINARY**

Agenda	ADOPTED #101-03	Motion by Mrs. Blum, seconded Mr. Akers, and carried that the agenda be adopted with the inclusion of item 14c.
Minutes	APPROVED #102-03	Motion by Mrs. Garcia, seconded by Mrs. Blum, and carried that the minutes of the meeting held on December 12, 2002 be adopted as submitted.

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Recognition of  
Clancey Franklin

The Board thanked Clancey Franklin for twenty years of dedicated service to the students and staff of East San Gabriel Valley ROP/TC.

ACE Awards Presentation

Bev Hazen and Sherry Schwan introduced two of their students, Ron Chacon and Eliza Sewell, who took and passed the ACE exam.

Superintendent's  
Report

Dr. Adler reported on the current state of the Governor's budget.

Handouts

1. Flyer for CAROCP Federal Legislation Meeting
2. Flyer for Hair Show
3. Letter from LA Valley College
4. Letters from Superior Warehouse
5. Registration form for CAROCP Spring Inservice

Consent Calendar      APPROVED  
#103-03

Motion by Mrs. Blum, seconded by Mrs. Garcia, and unanimously carried that the consent calendar be approved.

**PERSONNEL**

Certificated Employees      APPROVED  
#104-03

Motion by Mrs. Garcia, seconded by Mrs. Blum, and unanimously carried that employee recommendations and actions be ratified and approved:

**Employment of:**

John Trinh, Instructor/Computer Repair, hourly as needed, 10-month, Schedule A/Range 4/Step 2, eff. 1/27/03

Tim Luk, Substitute Instructor, hourly as needed, 10-month, Schedule B/Range 1/Step 1, eff. 1/27/03

Charlene Mathews, Substitute Instructor (DSP), hourly as needed, 10-month, Schedule B/Range 1/Step 1, eff. 1/6/03

Classified Employees      APPROVED  
#105-03

Motion by Mrs. Garcia, seconded by Mrs. Blum, and unanimously carried that employee recommendations and actions be ratified and approved:

**Employment of:**

Diahann Velasquez, Clerk II/Student Achievement, 12-month, Schedule M/Range 16/Step 3, eff. 1/6/03

Patricia Ramirez, Clerk II/Business Office, 12-month, Schedule M/Range 16/Step 3, eff. 1/6/03

*Workability I Student Aides*, hourly as needed, not to exceed 100 hrs, at \$6.75 per hour, eff. 1/15/03

Steve Campos  
Carol Cifuentes  
Greg Creech  
Priscilla Jiminez  
David Martinez

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Classified Employees  
(Continued)

*Workability I Student Aides (Baldwin Park)*, hourly as needed,  
not to exceed 100 hrs, at \$6.75 per hour, eff. 1/14/03

Anthony Arce	Jose Quintana
Linda Arevalos	Veronica Rojas
Shawn Bland	Hernan Sanchez
Manuel Malgoza	Jorge Varquez
Ashley Mora	Alejandro Murillo

*Workability I Student Aides (Charter Oak)*, hourly as needed,  
not to exceed 100 hrs, at \$6.75 per hour, eff. 1/14/03

Chris Cecil	Martine Frenes
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**Reactivate:**

*Workability I Student Aides (Baldwin Park)*, hourly as needed,  
not to exceed 100 hrs, at \$6.75 per hour, eff. 1/14/03

Noemi Flores	Andrew Mendoza
Oscar Montoya	

*Workability I Student Aides (Charter Oak)*, hourly as needed,  
not to exceed 100 hrs, at \$6.75 per hour, eff. 1/15/03

Kevin Allen	Alex Estay
Becky Kashack	Dale Stevens
Lynn Tannehill	

**Resignation of;**

Lucinda Borden, Fiscal Services Director, accepted another  
position, effective 1/1/03

Clancey Franklin, Clerk I, retirement, eff. 1/16/03

Micael Ordaz, Instructional Aide/EMT, full-time college  
student, eff. 1/24/03

**BUSINESS**

Purchase Orders            APPROVED  
   #106-03

Motion by Mrs. Blum, seconded by Mrs. Garcia, and  
unanimously carried, that the following purchase orders be  
ratified and approved:

Purchase Orders: #30763-30860

Warrants                    APPROVED  
   #107-03

Motion by Mrs. Blum, seconded by Mrs. Garcia, and  
unanimously carried, that the General Fund B warrants be  
approved through November 4, 2002 in the amount of  
\$123,120.84.

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Conference Attendance APPROVED  
#108-03

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

Governor's Committee for Employment of Disabled Persons  
Los Angeles CA  
Oct. 3-4, 2002  
\$30.00  
Rasheed

CA Workforce Assoc. Annual Youth Conference  
Palm Springs CA  
Feb. 11-13, 2003  
\$500.00 (WIA Youth funding- registration to be reimbursed by LA County)  
Carbajal

CAROCP Southern Region Spring Conference  
San Diego Ca  
Mar. 1, 2003  
\$50.00 each  
Adler  
Bowman  
Carbajal  
Coons  
Estaki  
Fitz  
Gardner  
Gomez  
Ingram  
Jackson, S.  
Johnson, A.  
Lozano  
Mojica  
Parra  
Ramirez, E.  
Schwan, D.  
Searls  
Stear  
Tack  
Tuckley  
Walker  
Wallace

Rotary International  
Presidents-Elect Training Seminars  
Los Angeles CA  
Mar. 6-9, 2003  
\$450.00 (Rotary will reimburse)  
Adler

ACTE National Policy Seminar  
Washington, D.C.  
Mar. 16-18, 2003  
\$1,700.00 (Perkins funding)  
Adler  
Manning

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2001-2002 Audit           APPROVED  
                                      #109-03

Motion by Mr. Akers, seconded by Mrs. Blum, and unanimously carried that the 2001-2002 audit report prepared by Vavrinek, Trine, Day & Co. be approved as submitted.

### **CONTRACTS AND AGREEMENTS**

Worksite Agreements       APPROVED  
                                      #110-03

Motion by Mrs. Garcia, seconded by Mrs. Blum, and unanimously carried to approve and ratify worksite agreements as listed:

#### CAREER TRAINING FOR TRANSITION

Bender's Automotive Service  
747 E. San Bernardino Rd  
Covina CA 91722

El Monte Christian Academy  
11129 Brockway  
El Monte CA 91732

K-Mart  
1162 N. Citrus Ave  
Covina CA 91722

#### GENERAL OFFICE SKILLS

State Farm Insurance  
Kathy Randall Agency  
1043 S Glendora Suite B  
West Covina CA 91790

State Farm Insurance  
Meredith Thompson Agency  
165 E. College St  
Covina CA 91723

Washington Mutual – Comm. Ed. Dept.  
100 S. Vincent Ave 2<sup>nd</sup> Floor 1580 CECA  
West Covina CA 91790

Wells Fargo  
351 N. Azusa Ave  
West Covina CA 91791

#### MEDICAL OFFICE ASSISTANT

Healthcare Equipment Center of SGV  
910 S. Grand Ave  
Glendora CA 91740

Peachwood Physical Therapy  
750 W. Route 66 Ste N  
Glendora CA 91740

Dr. Sam Mouazzen  
415 W. Route 66, Suite 101  
Glendora CA 91740



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Board Member  
Comments (cont.)

Mr. Akers reported that Charter Oak USD is in the process of making sure all of their classes meet Federal standards. Charter Oak USD is implementing a support services report card.

Mrs. Hall that cost cutting measures are being taken at her place of employment and at the district level. Walnut Valley USD is prioritizing needs and looking at places where cost cutting will be least painful.

Next Meeting

Thursday, February 27, 2003 at 6:00 p.m.

Adjournment

#116-03

The meeting was adjourned at 7.37 p.m.

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Helen Hall, President

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Laurel Adler, Secretary