NORTH ORANGE COUNTY ROP

BOARD OF TRUSTEES REGULAR MEETING

MINUTES

Board of Trustees Regular Meeting
October 13, 2021
Board Room
385 N Muller St.
Anaheim, CA 92801
Regular Session 4:00 P.M.
Closed Session Following Presentations/Recognitions

Attendance Taken at 4:00 PM:
Present:
Ms. Marilyn Buchi, President
Ms. Karin Freeman, Vice President/Clerk
Mr. Al Jabbar
Dr. Chester Jeng
Ms. Meg Cutuli
Ms. Annemarie Randle-Trejo

Absent:
Ms. Gail Lyons

Staff:
Superintendent: Dr. Terri Giamarino
Assistant Superintendent, Educational Services: Mr. Dana Lynch
Assistant Superintendent, Business Services: Dr. Michelle Owen
Parliamentarian: Ms. Jenifer Reddick

Staff:
Casey Beck, Christina Campbell-Probst, Dr. Kenia Cueto, Dr. Ligia Hallstrom, Gail Kairis, Kathi Kent, Thomas Metcalf, Casey Riggs, Michele Schirmers, Linda Skipper, Jenilee Umali, Tonia Watkins

Updated Attendance:
Ms. Gail Lyons was updated to present at: 4:09 PM

1. Open session/Call to Order

Minutes: President Buchi opened the meeting to regular session at 4:06 p.m.

A. Flag Salute: Kathi Kent

Minutes: After the flag salute, President Buchi asked for a moment of silence in memory of Tony Garza, a former administrator at North Orange County ROP.

2. Review of Agenda

A. Changes

B. Additions

C. Deletions

3. * Adoption of Agenda

Motion Passed: Passed with a motion by Ms. Meg Cutuli and a second by Mr. Al Jabbar.

Yes	Ms. Marilyn Buchi
Yes	Ms. Meg Cutuli
Yes	Ms. Karin Freeman
Yes	Mr. Al Jabbar
Yes	Dr. Chester Jeng
Absent	Ms. Gail Lyons
Yes	Ms. Annemarie Randle-Trejo

4. Presentations/Recognitions

A. Educational Services Updates

Administrator of Instructional Programs, Linda Skipper presented on the pathways that are offered at Brea Junior High School – Design Visual Media Arts, Residential & Commercial Construction, and Patient Care Pathways. She shared that the Medical Sciences Academy at Esperanza High School has expanded and the increasing enrollment numbers required adding a second teacher. The Esperanza HOSA chapter participated in a service learning project for Childhood Cancer Awareness Month. Through Cancer Kids First, the students created cards for a 16-year-old patient. The patient received over 100 cards. At El Camino Real High School, the new Design for Digital Print course began and the students worked on a community service project for the Homeless Intervention Services of Orange County. They designed and printed cards for the non-profit that will be used to write thank you notes to their patrons.

Mrs. Skipper shared highlights of the Residential & Commercial Construction Pathway at the high schools. The Building Industry Association of Orange County Alliance is planning to implement paid Summer internships for students during the Summer of 2022 with partners Brookfield Residential, Boudreau Pipeline, and KB Home. She also announced that NOCROP will be launching Regional Career Pathway Internship courses as part of the K12 Strong Workforce initiative to expand work-based learning opportunities.

Administrator of Instructional Programs, Gail Kairis reported on the many ROP courses and pathways in the Anaheim Union High School District, including Biotechnology, Culinary Arts, Dental, Medical, Public Safety, Digital Design and Illustration, Engineering, and Multimedia Productions. Mrs. Kairis highlighted Western High School, where the Public and Community Health class collaborated with the Inventorship class on an Ecology Project, developing projects to reduce food and plastic waste.

Administrator of Instructional Programs, Dr. Ligia Hallstrom presented on the Entrepreneurship/Self-Employment Pathway at Gilbert High School. Students are taught how to start their own business, including how to create a Google Website and how to design marketing materials. Dr. Hallstrom shared that NOCROP has 245 students enrolled in the Medical Assistant program throughout its partner districts. These students will receive a Medical Assistant Certification upon passing the examination, which will be held in the spring.

Dr. Hallstrom announced that the NOCROP Vocational Nursing program is ranked 9th in the Nursing Schools Almanac. The newest cohort of students in the VN program began in October.

Administrator of Instructional Programs, Kathi Kent reported on the various student projects that are underway in NOCROP classes. Oxford Academy students are introduced to a variety of careers in Biotechnology at both the middle school and high school levels. Engineering students participated in the Foot Orthosis Design Challenge. At Los Alamitos High School, the students in the Emergency Response Pathway are using industry equipment and practicing skills required to extinguish fires. Buena Park High School's Software and Systems Development pathway students have developed a computer software game app. Buena Park High School, Sunny Hills High School, and La Vista/La Sierra High School students collaborated to photograph, video and live stream the La Habra vs. Sunny Hills football game.

Ms. Kent shared that the NOCROP Career Technical Student Organizations chapters include HOSA – Future Health Professionals, SkillsUSA, Educators Rising, and Future Business Leaders of America. The NOCROP HOSA Chapter at Oxford Academy has two members on the state HOSA Board, President and Secretary.

5. Closed Session

Minutes: The Board did not go in to Closed Session.

6. Reconvene Into Open Session

Quick Summary: Closed Session report.
Minutes: No report was given.

7. * Approval of Minutes

Quick Summary: Approve the minutes of the regular meeting of the Board of Trustees on September 8, 2021.

Motion Passed: Passed with a motion by Ms. Karin Freeman and a second by Ms. Gail Lyons.
Yes Ms. Marilyn Buchi
Yes Ms. Meg Cutuli
Yes Ms. Karin Freeman
Yes Mr. Al Jabbar
Yes Dr. Chester Jeng
Yes Ms. Gail Lyons
Yes Ms. Annemarie Randle-Trejo

8. Public Hearing

A. Request for Recognition

Quick Summary: This place on the agenda is reserved for public participation. North Orange County ROP encourages citizens to attend Board meetings and welcomes their views on topics relevant to the ROP.

Minutes: President Buchi opened the meeting to a public hearing at 4:55 p.m. There was no participation, so the public hearing was closed.

9. Superintendent's Report

Minutes: Dr. Giamarino thanked Dana and the four administrators for the informative presentation. She has toured classrooms with the administrators at many of the sites. NOCROP is still waiting to hear about the amount that has been allocated from AB 130. Dr. Giamarino shared that NOCROP participates in the Making Strides for Breast Cancer walk each October in recognition of Breast Cancer Awareness Month, and has donated over $5,000 to the cause. She presented a certificate of appreciation to Michele Schirmers, Instructional Programs Administrative Assistant, for organizing the ROP “Pink Army’s” participation in the walk event for the past 10 years. She also wished Marilyn Buchi a happy birthday.

A. The Superintendent may comment on activities of the ROP.

B. Communications

Quick Summary: There are no communications this month.

10. * Consent Calendar

Quick Summary: Routine items recommended by the administration and listed on the consent calendar are deemed to have been considered in full, and are acted on by the Board of Trustees in one motion as a single action item. Any item(s) a Board member requests removed from the consent calendar will be considered at a later time in the meeting.

Motion Passed: Passed with a motion by Mr. Al Jabbar and a second by Ms. Meg Cutuli.

Yes Ms. Marilyn Buchi
Yes Ms. Meg Cutuli
Yes Ms. Karin Freeman
Yes Mr. Al Jabbar
Yes Dr. Chester Jeng
Yes Ms. Gail Lyons
Yes Ms. Annemarie Randle-Trejo

A. Administrative and Business Services

1. Ratify Balance Sheet and Income Statement and authorize total liabilities and fund balance in the amount of $18,683,828.93, and ending fund balance in the amount of $18,649,011.48.

Quick Summary: Financials Balance Sheet and Income Statement

2. Receive Cash Flow Report for the period ending September 29, 2021.

Quick Summary: Cash Flow Revenue and Expenditures

3. Receive the Student Body Fund Report for the period ending September 29, 2021.

Quick Summary: September 2021 Student Body Fund Balance Report

4. Ratify/approve check #00056218 through #00056310 in the amount of $368,977.50 as listed for the period of August 26, 2021, through September 29, 2021.

Quick Summary: August and September 2021 Checks

5. Ratify/approve the listed purchase orders in the amount of $95,414.07 for the period of August 26, 2021, through September 29, 2021.

Quick Summary: August and September 2021 Purchase Orders

6. Ratify/approve personnel employment related recommendations as presented.

Quick Summary: Personnel Recommendations

7. Ratify/approve the above referenced agreements with the Associated Builders and Contractors of Southern California, Inc. Merit Training Trust Fund, the California Fire Fighter Joint Apprenticeship Committee, the Plaster Tenders Apprenticeship and Training Trust for Southern California, the Southern California Plastering Institute Apprenticeship Trust and Joint Apprenticeship Committee, and the Southern California Sheet Metal Joint Apprenticeship Training Committee for the period of July 1, 2021, through June 30, 2022.

Quick Summary: Apprenticeship Agreements

8. Ratify/approve the above referenced agreement with the Associated Builders and Contractors of Southern California, Inc. for the period of July 1, 2021, through June 30, 2022.

Quick Summary: Electrician Certification Program Training Agreement

9. Approve the Property Management Agreement for association membership with Gallery Real Estate Services, Inc., DBA Gallery Property Management effective January 1, 2022.

Quick Summary: Property Management Agreement Association Membership Dues with Gallery Real Estate Services, Inc., DBA Gallery Property Management

10. Approve the list of ROP's items as surplus and authorize ROP to properly dispose of the surplus property in accordance with Education Code Section 17545 for the public and private disposition of the surplus items.

Quick Summary: Declaration of Surplus Items

B. Educational Services

1. Authorize execution of training agreements to use community classroom facilities for the 2021-2022 school year.

Quick Summary: Training Agreements to Use Community Classroom

Facilities

2. Adopt the Course Outlines for Design for Digital Print I and Design for Digital Print II.

Quick Summary: Course adoption

C. General

1. Receive the monthly visibility report.

Quick Summary: Visibility Report

11. Action Items

A. Administrative and Business Services

1. *Adopt Board Policy 4119.43, 4219.43, 4319.43, Universal Precautions

Quick Summary: Board Policy 4119.43, 4219.43, 4319.43, Universal Precautions

Motion Passed: Adopt Board Policy 4119.43, 4219.43, 4319.43, Universal Precautions, second reading. Passed with a motion by Ms. Karin Freeman and a second by Mr. Al Jabbar.
Yes Ms. Marilyn Buchi
Yes Ms. Meg Cutuli
Yes Ms. Karin Freeman
Yes Mr. Al Jabbar
Yes Dr. Chester Jeng
Yes Ms. Gail Lyons
Yes Ms. Annemarie Randle-Trejo

2. *Adopt Board Policy 4113.4, 4213.4, 4313.4, Temporary Modified/Light Duty Assignment

Quick Summary: Board Policy 4113.4, 4213.4, 4313.4, Temporary Modified/Light Duty Assignment

Motion Passed: Adopt Board Policy 4113.4, 4213.4, 4313.4, Temporary Modified/Light Duty Assignment, second reading. Passed with a motion by Ms. Gail Lyons and a second by Mr. Al Jabbar.
Yes Ms. Marilyn Buchi
Yes Ms. Meg Cutuli
Yes Ms. Karin Freeman

Yes Mr. Al Jabbar
Yes Dr. Chester Jeng
Yes Ms. Gail Lyons
Yes Ms. Annemarie Randle-Trejo

3. *Revise Board Policies 4115, 4215, 4315, Evaluation/Supervision

Quick Summary: Board Policies 4115, 4215, 4315, Evaluation/Supervision

Motion Passed: Revise Board Policies 4115, 4215, 4315, Evaluation/Supervision, second readings. Passed with a motion by Ms. Meg Cutuli and a second by Ms. Annemarie Randle-Trejo.
Yes Ms. Marilyn Buchi
Yes Ms. Meg Cutuli
Yes Ms. Karin Freeman
Yes Mr. Al Jabbar
Yes Dr. Chester Jeng
Yes Ms. Gail Lyons
Yes Ms. Annemarie Randle-Trejo

4. **Adopt Resolution 2021-07 Authorization of Signatures.

Quick Summary: Resolution 2021-07 Authorization of Signatures

Motion Passed: Adopt Resolution 2021-07 Authorization of Signatures. Passed with a motion by Ms. Annemarie Randle-Trejo and a second by Ms. Meg Cutuli.
Yes Ms. Marilyn Buchi
Yes Ms. Meg Cutuli
Yes Ms. Karin Freeman
Yes Mr. Al Jabbar
Yes Dr. Chester Jeng
Yes Ms. Gail Lyons
Yes Ms. Annemarie Randle-Trejo

Minutes:
ROLL CALL:
Ms. Randle-Trejo
Ms. Cutuli
Dr. Jeng
Mr. Jabbar
Ms. Lyons
Ms. Freeman
Ms. Buchi

AYES: 7 NOES: 0

5. *Approve a 7-year lease with ADT at 1920 W. Corporate Way, Anaheim, and 475 N. Muller St., Anaheim, through December 31, 2028.

Quick Summary: Facility Lease with ADT, LLC

Motion Passed: Approve a 7-year lease with ADT at 1920 W. Corporate Way, Anaheim, and 475 N. Muller St., Anaheim, through December 31, 2028. Passed with a motion by Ms. Annemarie Randle-Trejo and a second by Ms. Karin Freeman.
Yes Ms. Marilyn Buchi
Yes Ms. Meg Cutuli
Yes Ms. Karin Freeman
Yes Mr. Al Jabbar
Yes Dr. Chester Jeng
Yes Ms. Gail Lyons
Yes Ms. Annemarie Randle-Trejo

B. Educational Services

1. *Ratify/approve the Affiliation Agreement with Providence Health System-Southern California and its affiliated entities.

Quick Summary: Affiliation Agreement with Providence Health System Southern California and its affiliated entities

Motion Passed: Ratify/approve the Affiliation Agreement with Providence Health System-Southern California and its affiliated entities. Passed with a motion by Ms. Gail Lyons and a second by Mr. Al Jabbar.
Yes Ms. Marilyn Buchi
Yes Ms. Meg Cutuli
Yes Ms. Karin Freeman
Yes Mr. Al Jabbar
Yes Dr. Chester Jeng
Yes Ms. Gail Lyons
Yes Ms. Annemarie Randle-Trejo

2. *Ratify/approve the Grant Award Notification to establish funding for LEAs within Tri-Cities ROP consortium that receive Carl D. Perkins Career and Technical Education Improvement Act of 2006 Section 132 (Adult) Funds.

Quick Summary: Grant Award Notification awarded for the Carl D. Perkins Career and Technical Education Improvement Act of 2006 Section 132

(Adult) Funds for 2021-2022 to Tri-Cities Regional Occupational Program Consortium.

Motion Passed: Ratify/approve the Grant Award Notification to establish funding for LEAs within Tri-Cities ROP consortium that receive Carl D. Perkins Career and Technical Education Improvement Act of 2006 Section 132 (Adult) Funds. Passed with a motion by Ms. Meg Cutuli and a second by Mr. Al Jabbar.
Yes Ms. Marilyn Buchi
Yes Ms. Meg Cutuli
Yes Ms. Karin Freeman
Yes Mr. Al Jabbar
Yes Dr. Chester Jeng
Yes Ms. Gail Lyons
Yes Ms. Annemarie Randle-Trejo

3. *Ratify/approve Memorandum of Understanding and Addendum with North Orange County Regional Consortium for Adult Education.

Quick Summary: Memorandum of Understanding and Addendum between the North Orange County Regional Consortium for Adult Education (NOCRC) and North Orange County ROP (NOCROP)

Motion Passed: Ratify/approve Memorandum of Understanding with North Orange County Regional Consortium for Adult Education. Passed with a motion by Ms. Karin Freeman and a second by Mr. Al Jabbar.
Yes Ms. Marilyn Buchi
Yes Ms. Meg Cutuli
Yes Ms. Karin Freeman
Yes Mr. Al Jabbar
Yes Dr. Chester Jeng
Yes Ms. Gail Lyons
Yes Ms. Annemarie Randle-Trejo

4. *Ratify/approve waiver pursuant to Education Code Section 44253.3.

Quick Summary: Waiver approval pursuant to Education Code Section 44253.3

Motion Passed: Ratify/approve Waiver pursuant to Education Code Section 44253.3 Passed with a motion by Ms. Karin Freeman and a second by Ms. Meg Cutuli.
Yes Ms. Marilyn Buchi
Yes Ms. Meg Cutuli
Yes Ms. Karin Freeman

Yes Mr. Al Jabbar
Yes Dr. Chester Jeng
Yes Ms. Gail Lyons
Yes Ms. Annemarie Randle-Trejo

C. General

1. **Adopt Resolution 2021-08, Board Compensation for Missed Meeting

Quick Summary: Resolution 2021-08, Board Compensation for Missed Meeting, to approve the full compensation of Gail Lyons for the month of September 2021.

Motion Passed: Adopt Resolution 2021-08, Board Compensation for Missed Meeting. Passed with a motion by Ms. Meg Cutuli and a second by Ms. Annemarie Randle-Trejo.
Yes Ms. Marilyn Buchi
Yes Ms. Meg Cutuli
Yes Ms. Karin Freeman
Yes Mr. Al Jabbar
Yes Dr. Chester Jeng
Yes Ms. Gail Lyons
Yes Ms. Annemarie Randle-Trejo

Minutes:
ROLL CALL:
Ms. Randle-Trejo
Ms. Cutuli
Dr. Jeng
Mr. Jabbar
Ms. Lyons
Ms. Freeman
Ms. Buchi

AYES: 7 NOES: 0

2. **Adopt Resolution 2021-09, California Week of the School Administrator

Quick Summary: Resolution 2021-09, California Week of the School Administrator, to honor administrators during the week of October 10 16, 2021.
Motion Passed: Adopt Resolution 2021-09, California Week of the School Administrator. Passed with a motion by Ms. Annemarie Randle-Trejo and a second by Mr. Al Jabbar.

Yes Ms. Marilyn Buchi
Yes Ms. Meg Cutuli
Yes Ms. Karin Freeman
Yes Mr. Al Jabbar
Yes Dr. Chester Jeng
Yes Ms. Gail Lyons
Yes Ms. Annemarie Randle-Trejo

Minutes:
ROLL CALL:
Ms. Randle-Trejo
Ms. Cutuli
Dr. Jeng
Mr. Jabbar
Ms. Lyons
Ms. Freeman
Ms. Buchi

AYES: 7 NOES: 0

12. Reports

A. Board Report
Quick Summary: This section of the agenda is reserved for comments from members of the Board of Trustees.

1. Conferences, workshops and meetings
2. ROP class visitations and activities
3. Participating district's activities
4. CSBA and OCSBA activities

B. Superintendent's Report

13. Specific Dates to Remember

Quick Summary:

11/10/2021	Regular Board Meeting of the North Orange County ROP Board of Trustees 4:00 p.m. Education Center 385 N. Muller St. Anaheim, CA 92801
11/11/2021	HOLIDAY - Veterans Day - Offices Closed
11/22-26/2021	HOLIDAY - Thanksgiving Break - Offices Closed

14. * Adjournment

Quick Summary: Adjourn the Board of Trustees meeting.

Motion Passed: Passed with a motion by Ms. Karin Freeman and a second by Mr. Al Jabbar.

Yes Ms. Marilyn Buchi
Yes Ms. Meg Cutuli
Yes Ms. Karin Freeman
Yes Mr. Al Jabbar
Yes Dr. Chester Jeng
Yes Ms. Gail Lyons
Yes Ms. Annemarie Randle-Trejo

Minutes: The meeting adjourned at 5:55 p.m.

Date Approved: 11/10/2021

Theresa M. Giamarino, Ed.D., Secretary
Board of Trustees

Marilyn Buchi, President
Board of Trustees