NORTH ORANGE COUNTY ROP

BOARD OF TRUSTEES REGULAR MEETING

MINUTES

Board of Trustees Regular Meeting
September 08, 2021, 4:00 PM
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
Dr. Chester Jeng
Ms. Meg Cutuli
Ms. Annemarie Randle-Trejo

Absent:
Mr. Al Jabbar
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, Wendy Jiacoma, Gail Kairis, Kathi Kent, Thom Metcalf, Casey Riggs, Michele Schirmers, Linda Skipper, Jenilee Umali, Tonia Watkins

Updated Attendance:
Mr. Al Jabbar was updated to present at: 4:15 PM

1. Open session/Call to Order

Minutes: President Buchi opened the meeting to regular session at 4:02 p.m.

A. Flag Salute: Dr. Kenia Cueto

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 Ms. Karin Freeman.

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

4. Presentations/Recognitions

Quick Summary: There are no presentations/recognitions.

5. Closed Session

Quick Summary: There are no items to be discussed in 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 August 11, 2021.

Motion Passed: 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
Absent	Mr. Al Jabbar
Yes	Dr. Chester Jeng

Absent 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 4:04 p.m. There was no participation, so the public hearing was closed.

9. Superintendent's Report

Minutes:
Dr. Giamarino shared that the beginning of the school year for our five partner districts, adult career education program, and our regional course offerings are off to a successful start. Classes are full and students are excited to be back in-person. Educational Services is busy with back-to-school nights and the team is looking forward to presenting at October's Board meeting about the 2021/2022 school year.

Dr. Giamarino informed the Board that the ROP has submitted to CDE the requirements for AB 130, Section 136, allowing $86 million in one-time funds for Covid-19 relief for Regional Occupational Programs and Centers (ROCPs) run by a Joint Powers Authority (JPA). Per AB 130, the Covid-19 supplemental funds may be used for any purpose consistent with providing in-person instruction for any pupil participating in in-person instruction. In order to receive the funds, we submitted a complete "Covid-19 ROCP Enrollment Form". This form was due September 1, 2021. Funds to be distributed no later than December 30, 2021.

Dr. Giamarino, Dana Lynch, Dr. Owen, and Kathi Kent met with Dr. McLaughlin, Fullerton Joint Union High School District's new superintendent regarding our partnership and goals. The ROP is excited to work closely with Dr. McLaughlin in supporting FJUHSD's goals for ROP/CTE.

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 Ms. Karin Freeman and a second by Ms. Meg Cutuli.

Yes	Ms. Marilyn Buchi
Yes	Ms. Meg Cutuli
Yes	Ms. Karin Freeman
Absent	Mr. Al Jabbar
Yes	Dr. Chester Jeng
Absent	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 $19,553,941.79, and ending fund balance in the amount of $18,827,332.51.

Quick Summary: Financials Balance Sheet and Income Statement

2. Receive Cash Flow Report for the period ending August 25, 2021.

Quick Summary: Cash Flow Revenue and Expenditures

3. Receive the Student Body Fund Report for the period ending August 25, 2021.

Quick Summary: August 2021 Student Body Fund Balance Report

4. Ratify/approve check #00056152 through #00056217 in the amount of $422,034.57 as listed for the period of July 29, 2021, through August 25, 2021.

Quick Summary: July and August 2021 Checks

5. Ratify/approve the listed purchase orders in the amount of $141,543.96 for the period of July 29, 2021, through August 25, 2021.

Quick Summary: July and August 2021 Purchase Orders

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

Quick Summary: Personnel Recommendations

7. Ratify/approve the contract between North Orange County ROP and Quadient.

Quick Summary: Contract with Quadient

8. Approve the contract between North Orange County ROP and Malwarebytes, Inc.

Quick Summary: Contract with Malwarebytes

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

C. General

1. Receive the monthly visibility report.

Quick Summary: Visibility Report

11. Action Items

A. Administrative and Business Services

1. 2020-2021 Unaudited Actuals Presentation

1. *Approve the 2020-2021 Unaudited Actuals and authorize the Superintendent/designee to submit to the Orange County Department of Education.

Quick Summary: Fiscal Year 2020-2021 Unaudited Actuals

Motion Passed: Approve the 2020-2021 Unaudited Actuals and authorize the Superintendent/designee to submit to the Orange County Department of Education. 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
Absent	Ms. Gail Lyons
Yes	Ms. Annemarie Randle-Trejo

2. *Approve the contract between North Orange County ROP and Spectrum Enterprise.

Quick Summary: Contract with Spectrum Enterprise

Motion Passed: Approve the 36-month contract between North Orange County ROP and Spectrum Enterprise. 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

3. *Approve a 2% increase in compensation for each North Orange County ROP Governing Board Member effective July 1, 2021.

Quick Summary: Governing Board Compensation Increase of 2%

Motion Failed: Approve a 2% increase in compensation for each North Orange County ROP Governing Board Member effective July 1, 2021. Failed with a motion by Ms. Karin Freeman and a second by Mr. Al Jabbar.

Yes	Ms. Marilyn Buchi
No	Ms. Meg Cutuli
Yes	Ms. Karin Freeman
No	Mr. Al Jabbar
No	Dr. Chester Jeng
Absent	Ms. Gail Lyons
Yes	Ms. Annemarie Randle-Trejo

4. *Establish Board Policy 4119.43, 4219.43, 4319.43, Universal Precautions, first reading.

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

Motion Passed: Establish Board Policy 4119.43, 4219.43, 4319.43, Universal Precautions, first 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
Absent	Ms. Gail Lyons
Yes	Ms. Annemarie Randle-Trejo

5. *Establish Board Policy 4113.4, 4213.4, 4313.4, Temporary Modified/Light Duty Assignment, first reading.

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

Motion Passed: Establish Board Policy 4113.4, 4213.4, 4313.4, Temporary Modified/Light Duty Assignment, first reading. 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
Absent	Ms. Gail Lyons
Yes	Ms. Annemarie Randle-Trejo

6. *Revise Board Policies 4115, 4215, 4315, Evaluation/Supervision, first reading.

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

Motion Passed: Revise Board Policy 4115, 4215, 4315, Evaluation/Supervision, first 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
Absent	Ms. Gail Lyons
Yes	Ms. Annemarie Randle-Trejo

7. *Approve the revised Management Salary Schedule.

Quick Summary: Management Salary Schedule Revision

Motion Passed: Approve the revised Management Salary Schedule. 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
Absent	Ms. Gail Lyons
Yes	Ms. Annemarie Randle-Trejo

B. Educational Services

Quick Summary: There are no items in this section this month.

C. General

Quick Summary: There are no items in this section this month.

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:
10/13/2021 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

14. * Adjournment

Quick Summary: Adjourn the Board of Trustees meeting.
Motion Passed: Passed with a motion by Ms. Karin Freeman and a second by Dr. Chester Jeng.

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

Minutes: The meeting adjourned at 4:55 p.m.

Date Approved: _____

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

_____
Marilyn Buchi, President
Board of Trustees