NORTH ORANGE COUNTY ROP

BOARD OF TRUSTEES
REGULAR MEETING

MINUTES

Board of Trustees Regular Meeting
June 09, 2021
Board Room, 385 N Muller St.
Anaheim, CA 92801

Regular Session 4:00 P.M.

Public Viewing Option via Zoom Meeting
https://zoom.us/j/94624188982?pwd=Wk9TSTNjV3RUaWxrRFFnRmpyM0tDUT09
Meeting ID: 946 2418 8982
Passcode: 577943
+1 669 900 6833 US (San Jose)

Closed Session Following Presentations/Recognitions

Attendance Taken at 4:00 PM:
Present:
Ms. Meg Cutuli
Ms. Karin Freeman
Mr. Al Jabbar
Ms. Gail Lyons
Absent:
Ms. Marilyn Buchi
Dr. Chester Jeng
Ms. Annemarie Randle-Trejo
Updated Attendance:
Dr. Chester Jeng was updated to present at: 4:11 PM
Ms. Marilyn Buchi was updated to present at: 4:17 PM

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

Staff:
Casey Beck, Christina Campbell-Probst, Dr. Kenia Cueto, Emelia Cuevas, Brandon Currin, Dr. Ligia Hallstrom, Wendy Jiacoma, Gail Kairis, Kathi Kent, Michael Le, Michele Schirmers, Sriindayani Segoro-Nguyen, Linda Skipper, Jenilee Umali, Tonia Watkins

Guests:
Lulu Amador, Laura Arellanas, Manny Cuevas, Margie Heil, Robin Russell, Doug Sanger

1. Open session/Call to Order
Minutes:
Vice President Freeman opened the meeting to regular session at 4:08 p.m.

A. Flag Salute: Gail Kairis

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.

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

4. Presentations/Recognitions
Quick Summary:

A. Recognition: Emelia Cuevas
Minutes:
Emelia Cuevas was recognized for her 32 years of service with North Orange County ROP. The Board and Dr. Giamarino thanked Emelia for her dedication throughout her 32 years. They congratulated her on her retirement and wished her well.

5. Closed Session
Minutes:
The Board went into closed session at 4:39 p.m.

A. To consider matters pursuant to Government Code Section 54957
Quick Summary:
Public Employee Performance Evaluation: Superintendent, Assistant Superintendent, Educational Services & Assistant Superintendent, Business Services

6. Reconvene Into Open Session
Quick Summary:
Closed Session report.
Minutes:
The Board reconvened at 5:25 p.m. No report was given.

7. * Approval of Minutes
Quick Summary:
Approve the minutes of the regular meeting of the Board of Trustees on May 12, 2021.

Motion Passed: 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
Absent	Ms. Annemarie Randle-Trejo

8. Public Hearing
Quick Summary:

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 5:26 p.m. There was no participation, so the public hearing was closed.

9. Superintendent's Report
Minutes:
Dr. Giamarino shared information about summer school. On June 7th, the Summer Learning Academy began at Nicholas Jr. High School. On June 21st, the NOCROP summer school courses would begin. Medical Careers, Body Systems & Disorders, and Information Technology courses are being offered to students.

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
Yes	Mr. Al Jabbar
Yes	Dr. Chester Jeng
Yes	Ms. Gail Lyons
Absent	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 $19,954,235.33 and ending fund balance in the amount of $19,659,340.31.
Quick Summary:
Financials Balance Sheet and Income Statement

2. Receive Cash Flow Report for the period ending May 25, 2021.
Quick Summary:
Cash Flow Revenue and Expenditures

3. Receive the Student Body Fund Report for the period ending May 25, 2021.
Quick Summary:
May 2021 Student Body Fund Balance Report

4. Ratify/approve check #00055884 through #00055972 in the amount of $723,933.91 as listed for the period of April 30, 2021, through May 25, 2021.
Quick Summary:
April and May 2021 Checks

5. Ratify/approve the listed purchase orders in the amount of $30,269.91 for the period of April 30, 2021, through May 25, 2021, and

open purchase orders in the amount of $1,495,307.88 starting July 1, 2021.
Quick Summary:
Purchase Orders

6. Ratify/approve personnel employment related recommendations as presented.
Quick Summary:
Personnel Recommendations

7. Approve the continuance of contracts as listed for the period of July 1, 2021, through June 30, 2022.
Quick Summary:
Continuance of Contracts

8. Approve the renewal of the Business Consulting Services Agreement to provide services as needed for the period of July 1, 2021, through June 30, 2022.
Quick Summary:
Renewal of Business Consulting Services Agreement

9. Approve the Memorandum of Understanding for services with Orange County Superintendent of Schools for the period of July 1, 2021, through June 30, 2022.
Quick Summary:
Memorandum of Understanding Orange County Superintendent of Schools

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

11. Approve the renewal of the preventative maintenance service agreement with JC Mechanical, Inc. for the period of July 1, 2021, through June 30, 2022.
Quick Summary:
Renewal of the service agreement with JC Mechanical, Inc.

12. Approve the renewal of the service agreement with TLC Auctions for the period of July 1, 2021, through June 30, 2022.
Quick Summary:
Renewal of the service agreement with TLC Auctions.

13. Approve the renewal of the pest control service agreements with The Bugman for the Education Center and Trident Education Center for the period of July 1, 2021, through June 30, 2022.

Quick Summary:
Renewal of the Pest Control Service Agreements with The Bugman for the Education Center and Trident Education Center.

14. Approve the Injury and Illness Prevention Program for 2021-2022.
Quick Summary:
Injury and Illness Prevention Program Annual Review

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. Approve the annual renewal contract with Harris School Solutions from July 1, 2021 to June 30, 2022.
Quick Summary:
Harris Education Solutions Contract Renewal

3. Approve the Card Integrator Solutions Agreement effective September 1, 2021, through August 31, 2022.
Quick Summary:
Card Integrators Solutions Service Contract

4. Ratify/Approve a Memorandum of Understanding with University Lab Partners.
Quick Summary:
Memorandum of Understanding between the North Orange County ROP (NOCROP) and University Lab Partners (ULP) for the Medical Innovation, Research and Entrepreneurship 2-week program.

C. General

1. Receive the monthly visibility report.
Quick Summary:
Visibility Report

2. Approve the continuance of organizational memberships for the period of July 1, 2021, through June 30, 2022.
Quick Summary:

Organizational Memberships

3. Approve the Agreement to participate in the Career Technical Education Joint Power Authority Coalition, for the period of July 1, 2021, through June 30, 2022.
Quick Summary:
Letter of Agreement to participate in the Career Technical Education Joint Power Authority Coalition

11. Action Items

A. Administrative and Business Services

1. 2021-2022 Budget Presentation

1. **Adopt the 2021-2022 Budget and authorize the superintendent/designee to forward the Budget to the Orange County Department of Education for approval.
Quick Summary:
The 2021-2022 Budget

Motion Passed: Adopt the 2021-2022 Budget and authorize the superintendent/designee to forward the Budget to the Orange County Department of Education for approval. Passed with a motion by Mr. Al Jabbar 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
Absent	Ms. Annemarie Randle-Trejo

Minutes:
Roll Call:

Ms. Cutuli

Dr. Jeng

Mr. Jabbar

Ms. Lyons

Ms. Freeman

Ms. Buchi

Ayes: 6 Noes: 0 Absent: 1

2. *Approve the update to Appendix A of the Joint Powers Agreement with Anaheim Union High School District, Brea Olinda Unified School District, Fullerton Joint Union High School District, Los Alamitos Unified School District, and Placentia-Yorba Linda Unified School District effective July 1, 2021.
Quick Summary:
Update to Joint Powers Agreement Appendix A for 2021-2022

Motion Passed: Approve the update to Appendix A of the Joint Powers Agreement with Anaheim Union High School District, Brea Olinda Unified School District, Fullerton Joint Union High School District, Los Alamitos Unified School District, and Placentia-Yorba Linda Unified School District effective July 1, 2021. 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
Absent	Ms. Annemarie Randle-Trejo

3. *Approve the 2021-2022 ROP Career Guidance Specialist Support Services Agreement with Anaheim Union High School District, Brea Olinda Unified School District, Fullerton Joint Union High School District, Los Alamitos Unified School District, and Placentia-Yorba Linda Unified School District.
Quick Summary:
ROP Career Guidance Specialist Support Services Agreements for 2021-2022

Motion Passed: Approve the 2021-2022 ROP Career Guidance Specialist Support Services Agreement with Anaheim Union High School District, Brea Olinda Unified School District, Fullerton Joint Union High School District, Los Alamitos Unified School District, and Placentia-Yorba Linda Unified School District. 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
Absent Ms. Annemarie Randle-Trejo

4. *Approve the increase in compensation for each North Orange County ROP Governing Board member up to 5% effective July 1, 2021.
Quick Summary:
Governing Board Compensation Increase

Motion Failed: Approve the increase in compensation for each North Orange County ROP Governing Board member up to 5% effective July 1, 2021. Failed 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
Absent Ms. Annemarie Randle-Trejo

Minutes:
Motion was tabled until September 2021.

5. *Adopt Board Policy 4119.41, 4219.41, 4319.41, Employees with Infectious Disease, second reading.
Quick Summary:
Board Policy 4119.41, 4219.41, 4319.41, Employees with Infectious Disease

Motion Passed: Adopt Board Policy 4119.41, 4219.41, 4319.41, Employees with Infectious Disease, 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
Absent Ms. Annemarie Randle-Trejo

6. *Adopt Board Policy 3440, Equipment Inventory, second reading.
Quick Summary:
Board Policy 3440, Equipment Inventory

Motion Passed: Adopt Board Policy 3440, Equipment Inventory, second

reading. 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
Absent	Ms. Annemarie Randle-Trejo

7. *Establish Board Policy 4119.42, Exposure Control Plan for Bloodborne Pathogens, first reading.
Quick Summary:
Board Policy 4119.42, Exposure Control Plan for Bloodborne Pathogens

Motion Passed: Establish Board Policy 4119.42, Exposure Control Plan for Bloodborne Pathogens, 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
Yes	Ms. Gail Lyons
Absent	Ms. Annemarie Randle-Trejo

8. *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. 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
Absent	Ms. Annemarie Randle-Trejo

B. Educational Services

1. *Ratify/approve a Memorandum of Understanding with Fullerton Secondary Teachers Organization (FTSO) between June 1, 2021 and May 31, 2022.

Quick Summary:
Memorandum of Understanding with Fullerton Secondary Teachers Organization

Motion Passed: Ratify/approve a Memorandum of Understanding with Fullerton Secondary Teachers Organization (FTSO) between June 1, 2021 and May 31, 2022. Passed with a motion by Dr. Chester Jeng 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
Absent	Ms. Annemarie Randle-Trejo

2. *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 and Addendum 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
Absent	Ms. Annemarie Randle-Trejo

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:

7/2/2021	Holiday - Independence Day (Observed)
7/14/2021	Regular Board Meeting of the North Orange County ROP Board of Trustees 4:00 p.m. Education Center 385 N. Muller Street Anaheim, CA 92801
8/5/2021	Back to School In-service Education Center
8/19/2021	VN Graduation 6 p.m. Knott's Berry Farm Hotel

14. * Adjournment

Quick Summary:

Adjourn the Board of Trustees meeting.

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
Absent	Ms. Annemarie Randle-Trejo

Minutes: The meeting adjourned at 5:58 p.m.

Date Approved: _____

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

_____
Marilyn Buchi, President
Board of Trustees