NORTH ORANGE COUNTY ROP

BOARD OF TRUSTEES
REGULAR MEETING

MINUTES

Board of Trustees Regular Meeting
December 09, 2020, 4:00 PM
The Board will conduct this meeting via teleconference pursuant to Executive Order N-29-20 and Government Code Section 54953.
Teleconference via GoToMeetings
https://global.gotomeeting.com/join/271079085
You can also dial in using your phone.
United States: +1 (224) 501-3412
Access Code: 271-079-085
Regular Session 4 p.m.
Closed Session Following Presentations/Recognitions

1. Open session/Call to Order
Minutes: President Buchi opened the meeting to regular session at 4:21 p.m.

2. Review of Agenda
- **A. Changes**
- **B. Additions**
- **C. Deletions**

3. * Adoption of Agenda
Motion Passed: Passed with a motion by Mr. Andy Montoya and a second by Ms. Meg Cutuli.
Yes Ms. Marilyn Buchi
Yes Ms. Meg Cutuli
Yes Ms. Karin Freeman
Yes Mr. Al Jabbar
Yes Ms. Gail Lyons
Yes Mr. Andy Montoya
Yes Ms. Annemarie Randle-Trejo

Minutes:
Roll Call:
Ms. Annemarie Randle-Trejo
Ms. Meg Cutuli
Mr. Andy Montoya
Mr. Al Jabbar
Ms. Gail Lyons
Ms. Karin Freeman
Ms. Marilyn Buchi

Ayes: 7 Noes: 0 Abstain: 0 Absent: 0

4. Presentations/Recognitions

Mr. Andy Montoya was recognized for his service on the NOCROP Board of Trustees from 2018 - 2020.

Ms. Annemarie Randle-Trejo was recognized for her leadership as the 2020 NOCROP Board President.

Mr. Lynch congratulated Marilyn Buchi for her 6th term as President of the North Orange County ROP Board of Trustees.

Mr. Lynch shared that North Orange County ROP is the home to Chapter 4488 of the National Technical Honor Society or NTHS, an educational non-profit that exists to honor, recognize, and empower students and teachers in Career Technical Education. As the honor society for CTE, NTHS serves over 100,000 active members annually in both secondary and post-secondary chapters across the country. Since its founding in 1984, nearly 1 million students have become NTHS alumni. And NTHS chapters are encouraged not only to recognize exemplary CTE students with an invitation to join, but also to distinguish non-students who have made significant contributions to CTE with "Honorary Memberships."

North Orange County ROP has identified six individuals who have championed CTE and dedicated thirty or more years of service within this organization. Those six individuals will be our first cohort of NTHS "Honorary Members." Each "Honorary Member" receives a personalized certificate in a custom presentation frame, membership pin, personal letter of appreciation.

Kim Mai, Student Information Technician and Emelia Cuevas, Job Placement Specialist are classified support staff members who were recognized earlier this week. Kim is now working towards completing her 40th year of service and Emelia, her 32nd.

Mr. Lynch announced two additional Honorary Members of our first cohort, Karin Freeman and Marilyn Buchi. They have been on the ROP Board of Trustees for 30 and 35 years respectively.

5. Closed Session
Quick Summary: No items will be discussed in closed session.
Minutes: The Board did not go into 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 November 4, 2020.

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 Ms. Gail Lyons
Yes Mr. Andy Montoya
Yes Ms. Annemarie Randle-Trejo

Minutes:
Roll Call:
Ms. Annemarie Randle-Trejo
Ms. Meg Cutuli
Mr. Andy Montoya
Mr. Al Jabbar
Ms. Gail Lyons
Ms. Karin Freeman
Ms. Marilyn Buchi

Ayes: 7 Noes: 0 Abstain: 0 Absent: 0

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 4:54 p.m. There was no participation, so the public hearing was closed.

9. Superintendent's Report
Minutes: Dr. Giamarino shared that on Thursday, November 12, the CTE JPA Coalition met with the Department of Finance. The purpose of the meeting was to inform the DOF of how ROPs are delivering quality CTE in the distance learning environment. ROP teachers are modifying instruction in the virtual environment. ROPs are working with state regulatory agencies (Dental Board, Nursing Assistant, Emergency Medical Technician, etc.) to ensure students complete coursework and requirements set forth, and to ensure they are able to take the State certifications. In the meeting, Dr. Giamarino discussed Career Technical Student Organizations (CTSOs), student leadership, business partnerships, and student engagement. But the highlight of the meeting was ROP student, Vikram Chatterjee, a senior at Oxford Academy. Vikram is the HOSA State Vice President and has completed the

Biomedical pathway at Oxford. His candor on the challenges of distance learning and how the ROP teachers have engaged students and modified instruction was informative and provided insight into the day and life of a student.

Dr. Giamarino wished everyone a safe and happy holiday season and all the best in the new year.

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. Meg Cutuli and a second by Mr. Andy Montoya.
Yes Ms. Marilyn Buchi
Yes Ms. Meg Cutuli
Yes Ms. Karin Freeman
Yes Mr. Al Jabbar
Yes Ms. Gail Lyons
Yes Mr. Andy Montoya
Yes Ms. Annemarie Randle-Trejo

Minutes:
Roll Call:
Ms. Annemarie Randle-Trejo
Ms. Meg Cutuli
Mr. Andy Montoya
Mr. Al Jabbar
Ms. Gail Lyons
Ms. Karin Freeman
Ms. Marilyn Buchi

Ayes: 7 Noes: 0 Abstain: 0 Absent: 0

A. Administrative and Business Services
1. Ratify Balance Sheet and Income Statement and authorize total liabilities and fund balance in the amount of $18,040,472.41, and ending fund balance in the amount of $17,630,813.86.

Quick Summary: Financials Balance Sheet and Income Statement

2. Receive Cash Flow Report for the period ending November 19, 2020.
Quick Summary: Cash Flow Revenue and Expenditures

3. Receive the Student Body Fund Report for the period ending November 19, 2020.
Quick Summary: November 2020 Student Body Fund Balance Report

4. Ratify/approve check #00055501 through #00055560 in the amount of $583,777.77 as listed for the period of October 23, 2020, through November 19, 2020.
Quick Summary: October and November 2020 Checks

5. Ratify/approve the listed purchase orders in the amount of $178,742.07 for the period of October 23, 2020, through November 19, 2020.
Quick Summary: October and November 2020 Purchase Orders

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

B. Educational Services

1. Authorize execution of new training agreements to use community classroom facilities for the 2020-2021 school year.
Quick Summary: Training Agreements to Use Community Classroom Facilities

2. Ratify/approve Memorandum of Understanding with North Orange County Regional Consortium for Adult Education for online tutoring services.
Quick Summary: Memorandum of Understanding between the North Orange County Regional Consortium for Adult Education (NOCRC) and North Orange County ROP (NOCROP) for online tutoring services.

3. Approve textbook recommendations.
Quick Summary: Textbook Adoption for Adult Career Education Courses

C. General

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

11. Action Items

A. Administrative and Business Services

1. Presentation of First Interim
Minutes: Dr. Michelle Owen, Assistant Superintendent, Business Services, presented the First Interim Financial Report.

1. * Approve the First Interim Financial Report "positive certification" that ROP is able to meet its financial obligations for the 2020-2021 school year and two subsequent fiscal years.
Quick Summary: 2020-2021 First Interim Financial Report

Motion Passed: Approve the First Interim Financial Report "positive certification" that ROP is able to meet its financial obligations for the 2020-2021 school year and two subsequent fiscal years. 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	Ms. Gail Lyons
Yes	Mr. Andy Montoya
Yes	Ms. Annemarie Randle-Trejo

Minutes:
Roll Call:
Ms. Annemarie Randle-Trejo
Ms. Meg Cutuli
Mr. Andy Montoya
Mr. Al Jabbar
Ms. Gail Lyons
Ms. Karin Freeman
Ms. Marilyn Buchi

Ayes: 7 Noes: 0 Abstain: 0 Absent: 0

2. *Approve the list of ROP's items as surplus and authorize ROP to properly dispose of or liquidate surplus property in accordance with the Education Code Sections 17540, 17545-17546, and 60510-60511.
Quick Summary: Disposal of Surplus Property - December 2020

Motion Passed: Approve the list of ROP's items as surplus and authorize ROP to properly dispose of or liquidate surplus property in accordance with the Education Code Sections 17540, 17545-17546, and 60510-60511. Passed with a motion by Ms. Karin Freeman 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 Ms. Gail Lyons
Yes Mr. Andy Montoya
Yes Ms. Annemarie Randle-Trejo

Minutes:
Roll Call:
Ms. Annemarie Randle-Trejo
Ms. Meg Cutuli
Mr. Andy Montoya
Mr. Al Jabbar
Ms. Gail Lyons
Ms. Karin Freeman
Ms. Marilyn Buchi

Ayes: 7 Noes: 0 Abstain: 0 Absent: 0

3. *Ratify/approve the Cooperative Organization for the Development of Employee Selection Procedures (CODESP) Joint Powers Agreement pursuant to Title I, Division 7, Chapter 5, Article I (Section 6500, et seq.) and CODESP Member Service Agreement July 1, 2020 June 30, 2021.
Quick Summary: Enter into a Joint Powers Agreement which establishes membership in a consortium to participate in the Cooperative Organization for the Development of Employee Selection Procedures (CODESP) pursuant to Title I, Division 7, Chapter 5, Article I (Section 6500, et seq.) of the California Government Code Joint Point Powers Agreement for 2020-2021.

Motion Passed: Ratify/approve the Cooperative Organization for the Development of Employee Selection Procedures (CODESP) Joint Powers Agreement pursuant to Title I, Division 7, Chapter 5, Article I (Section 6500, et seq.) and CODESP Member Service Agreement July 1, 2020 June 30, 2021. 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 Ms. Gail Lyons
Yes Mr. Andy Montoya
Yes Ms. Annemarie Randle-Trejo

Minutes:
Roll Call:
Ms. Annemarie Randle-Trejo
Ms. Meg Cutuli

Mr. Andy Montoya
Mr. Al Jabbar
Ms. Gail Lyons
Ms. Karin Freeman
Ms. Marilyn Buchi

Ayes: 7 Noes: 0 Abstain: 0 Absent: 0

4. *Approve the Pest Control Service Agreement with The Bugman at the initial service cost of $225 and a quarterly service fee of $125 for the Trident Education Center.
Quick Summary: Pest Control Service Agreement with The Bugman for Trident Education Center

Motion Passed: Approve the Pest Control Service Agreement with The Bugman at the initial service cost of $225 and a quarterly service fee of $125 for the Trident Education Center. 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 Ms. Gail Lyons
Yes Mr. Andy Montoya
Yes Ms. Annemarie Randle-Trejo

Minutes:
Roll Call:
Ms. Annemarie Randle-Trejo
Ms. Meg Cutuli
Mr. Andy Montoya
Mr. Al Jabbar
Ms. Gail Lyons
Ms. Karin Freeman
Ms. Marilyn Buchi

Ayes: 7 Noes: 0 Abstain: 0 Absent: 0

B. Educational Services

1. *Approve Memorandum of Understanding to establish a consortium to participate in the Carl D. Perkins Career and Technical Education Improvement Act of 2006 Section 132 (Adult) Funds.
Quick Summary: Memorandum of Understanding to establish a consortium to participate in the Carl D. Perkins Career and Technical Education Improvement Act of 2006 Section 132 (adult) funds for 2020-21.

Motion Passed: Approve Memorandum of Understanding to establish a consortium to participate in the Carl D. Perkins Career and Technical Education Improvement Act of 2006 Section 132 (Adult) Funds. Passed with a motion by Ms. Gail Lyons and a second by Mr. Andy Montoya.
Yes Ms. Marilyn Buchi
Yes Ms. Meg Cutuli
Yes Ms. Karin Freeman
Yes Mr. Al Jabbar
Yes Ms. Gail Lyons
Yes Mr. Andy Montoya
Yes Ms. Annemarie Randle-Trejo

Minutes:
Roll Call:
Ms. Annemarie Randle-Trejo
Ms. Meg Cutuli
Mr. Andy Montoya
Mr. Al Jabbar
Ms. Gail Lyons
Ms. Karin Freeman
Ms. Marilyn Buchi

Ayes: 7 Noes: 0 Abstain: 0 Absent: 0

2. *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 2020-2021 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. 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 Ms. Gail Lyons
Yes Mr. Andy Montoya
Yes Ms. Annemarie Randle-Trejo

Minutes:
Roll Call:
Ms. Annemarie Randle-Trejo
Ms. Meg Cutuli
Mr. Andy Montoya
Mr. Al Jabbar
Ms. Gail Lyons
Ms. Karin Freeman
Ms. Marilyn Buchi

Ayes: 7 Noes: 0 Abstain: 0 Absent: 0

3. *Ratify/approve a Memorandum of Understanding with Anaheim Union High School District.
Quick Summary: Memorandum of Understanding with Anaheim Union High School District (AUHSD) for the assignment and reimbursement of extra duty hours provided by NOCROP instructors.

Minutes:
Roll Call:
Ms. Annemarie Randle-Trejo
Ms. Meg Cutuli
Mr. Andy Montoya
Mr. Al Jabbar
Ms. Gail Lyons
Ms. Karin Freeman
Ms. Marilyn Buchi

Ayes: 7 Noes: 0 Abstain: 0 Absent: 0

4. *Ratify/approve the Affiliation Agreement with Healthy Smiles for Kids of Orange County.
Quick Summary: Affiliation Agreement with Healthy Smiles for Kids of Orange County

Motion Passed: Ratify/approve the Affiliation Agreement with Healthy Smiles for Kids of Orange County. Passed with a motion by Ms. Gail Lyons and a second by Mr. Andy Montoya.
Yes Ms. Marilyn Buchi
Yes Ms. Meg Cutuli
Yes Ms. Karin Freeman
Yes Mr. Al Jabbar
Yes Ms. Gail Lyons
Yes Mr. Andy Montoya
Yes Ms. Annemarie Randle-Trejo

Minutes:
Roll Call:
Ms. Annemarie Randle-Trejo
Ms. Meg Cutuli
Mr. Andy Montoya
Mr. Al Jabbar
Ms. Gail Lyons
Ms. Karin Freeman
Ms. Marilyn Buchi

Ayes: 7 Noes: 0 Abstain: 0 Absent: 0

5. *Approve affiliation agreement with Concordia University Irvine
Quick Summary: Affiliation agreement with Concordia University Irvine ("University")

Motion Passed: Approve affiliation agreement with Concordia University Irvine. Passed with a motion by Ms. Karin Freeman 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 Ms. Gail Lyons
Yes Mr. Andy Montoya
Yes Ms. Annemarie Randle-Trejo

Minutes:
Roll Call:
Ms. Annemarie Randle-Trejo
Ms. Meg Cutuli
Mr. Andy Montoya
Mr. Al Jabbar
Ms. Gail Lyons
Ms. Karin Freeman
Ms. Marilyn Buchi

Ayes: 7 Noes: 0 Abstain: 0 Absent: 0

6. *Approve the Memorandum of Understanding with Education Results Partnership, Inc., (ERP), San Joaquin Delta College (SJDC) and California Community Colleges Chancellor's Office (CCCCO).
Quick Summary: Memorandum of Understanding (MOU) with Education Results Partnership, Inc., (ERP), San Joaquin Delta College (SJDC) and California Community Colleges Chancellor's Office (CCCCO) to report statistics using the Cal-PASS Plus system.

Motion Passed: Approve the Memorandum of Understanding with Education Results Partnership, Inc., (ERP), San Joaquin Delta College (SJDC) and California Community Colleges Chancellor's Office (CCCCO). Passed with a motion by Mr. Andy Montoya and a second by Ms. Meg Cutuli.

Yes Ms. Marilyn Buchi
Yes Ms. Meg Cutuli
Yes Ms. Karin Freeman
Yes Mr. Al Jabbar
Yes Ms. Gail Lyons
Yes Mr. Andy Montoya
Yes Ms. Annemarie Randle-Trejo

Minutes:
Roll Call:
Ms. Annemarie Randle-Trejo
Ms. Meg Cutuli
Mr. Andy Montoya
Mr. Al Jabbar
Ms. Gail Lyons
Ms. Karin Freeman
Ms. Marilyn Buchi

Ayes: 7 Noes: 0 Abstain: 0 Absent: 0

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:

12/21/20 - 1/1/21	Holiday Winter Break (Offices Closed)
1/13/21	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

1/18/21 Holiday - Martin Luther King, Jr. Day (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 Ms. Gail Lyons
Yes Mr. Andy Montoya
Yes Ms. Annemarie Randle-Trejo

Minutes: The meeting adjourned at 5:56 p.m.
Roll Call:
Ms. Annemarie Randle-Trejo
Ms. Meg Cutuli
Mr. Andy Montoya
Mr. Al Jabbar
Ms. Gail Lyons
Ms. Karin Freeman
Ms. Marilyn Buchi

Ayes: 7 Noes: 0 Abstain: 0 Absent: 0

Date Approved: 1/13/2021

Theresa M. Giamarino

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

Marilyn Buchi

Marilyn Buchi, President
Board of Trustees