NORTH ORANGE COUNTY ROP

BOARD OF TRUSTEES REGULAR MEETING

MINUTES

Board of Trustees Regular Meeting
April 08, 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/659204365 or call 1-646-749-3122 (Access Code: 659-204-365)

Attendance Taken at 4:00 PM:

Present:
Ms. Annemarie Randle-Trejo, President,
Ms. Marilyn Buchi, Vice-President/Clerk
Ms. Karin Freeman
Ms. Gail Lyons
Mr. Al Jabbar
Mr. Andy Montoya
Ms. Meg Cutuli

Staff:

Superintendent:	Dr. Terri Giamarino
Assistant Superintendent:	Mr. Dana Lynch
Parliamentarian:	Ms. Sandy Lane

Staff: Casey Beck, Kenia Cueto, Ph.D., Gail Kairis, Kathi Kent, Michael Le, Michelle Owen, Ed.D. Jennifer Prado, Lupe Rodriguez, Sriindayani Segoro-Nguyen, Linda Skipper, Jenilee Umali, Tonia Watkins.

1. Open session/Call to Order

Minutes:
President Randle-Trejo opened the meeting to regular session at 4:10 p.m.

A. Flag Salute: Sandy Lane

2. Review of Agenda

A. Changes

B. Additions

C. Deletions

3. * Adoption of Agenda

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

Minutes:
Roll Call:

Ms. Cutuli
Mr. Montoya
Mr. Jabbar
Ms. Lyons
Ms. Freeman
Ms. Buchi
Ms. Randle-Trejo

Ayes: 7 Noes: 0 Abstain: 0

4. Presentations/Recognitions

Quick Summary:
There will be no presentations or recognitions this month.

5. Closed Session

Quick Summary:
No items were discussed in Closed Session.

Minutes:
The Board did not go into Closed Session.

6. Reconvene Into Open Session

Quick Summary:
The Board did not go into Closed Session report.

7. * Approval of Minutes

Quick Summary:
Approve the minutes of the regular meeting of the Board of Trustees on March 11, 2020.

Approve the minutes of the Emergency Special Meeting on March 17, 2020.

Motion Passed: Passed with a motion by Ms. Marilyn Buchi 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. Cutuli
Mr. Montoya
Mr. Jabbar
Ms. Lyons
Ms. Freeman
Ms. Buchi
Ms. Randle-Trejo

Ayes: 7 Noes: 0 Abstain: 0

8. Public Hearing

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.

A. Request for Recognition

Minutes:
President Randle-Trejo opened the meeting to a public hearing at 4:14 p.m. There was no participation, so the public hearing was closed.

9. Superintendent's Report

Minutes:
http://www.nocrop.org/covid-19/covid-19.html

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. Marilyn Buchi and a second by Ms. Karin Freeman.
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. Cutuli
Mr. Montoya
Mr. Jabbar
Ms. Lyons
Ms. Freeman
Ms. Buchi
Ms. Randle-Trejo

Ayes: 7 Noes: 0 Abstain: 0

A. Administrative and Business Services

1. Ratify Balance Sheet and Income Statement and authorize total liabilities and fund balance in the amount of $17,747,432.78, and ending fund balance in the amount of $17,736,713.83 for the period ending March 25, 2020.

Quick Summary:
Financials Balance Sheet and Income Statement

2. Receive Cash Flow Report for the period ending March 25, 2020.

Quick Summary:
Cash Flow Revenue and Expenditures

3. Receive the Student Body Fund Report for the period ending March 25, 2020.

Quick Summary:
March 2020 Student Body Fund Balance Report

4. Ratify/approve check #00054899 through #00054959 in the amount of $190,394.19 as listed for the period of February 25, 2020, through March 25, 2020.

Quick Summary:
February and March 2020 Checks

5. Ratify/approve the listed purchase orders in the amount of $48,406.29 for the period of February 25, 2020, through March 25, 2020.

Quick Summary:
February and March 2020 Purchase Orders

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

Quick Summary:
Personnel Recommendations

7. Approve renewal of the Agreement for Special Services (Fiscal Budget Services) with School Services of California at an annual cost of $3,660 plus expenses and applicable rate in excess of eight hours consulting services for May 1, 2020, through April 30, 2021.

Quick Summary:
Renewal of Agreement for Special Services (Fiscal Budget Services) with School Services of California, Inc.

B. Educational Services

1. Authorize execution of new training agreements to use community classroom facilities for the 2019-2020 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. *Approve the Payment Gateway Merchant Services Agreement with Authorize.Net.

Quick Summary:
Payment Gateway Merchant Services Agreement with Authorize.Net

Motion Passed: Approve the Payment Gateway Merchant Services Agreement with Authorize.Net. Passed with a motion by Ms. Gail Lyons 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. Cutuli
Mr. Montoya
Mr. Jabbar
Ms. Lyons
Ms. Freeman
Ms. Buchi
Ms. Randle-Trejo

Ayes: 7 Noes: 0 Abstain: 0

2. **Adopt Resolution 2020-02 Uniform Public Construction Cost Accounting Act and Procedures.

Quick Summary:
Resolution 2020-02 Approval to Adopt Uniform Public Construction Cost Accounting Act and Procedures

Motion Passed: Adopt Resolution 2020-02 Uniform Public Construction Cost Accounting Act and Procedures. Passed with a motion by Ms. Marilyn Buchi 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. Cutuli
Mr. Montoya
Mr. Jabbar
Ms. Lyons
Ms. Freeman
Ms. Buchi
Ms. Randle-Trejo

Ayes: 7 Noes: 0 Abstain: 0

3. **Adopt Resolution 2020-03 Informal Bidding Procedures Pursuant to the Uniform Public Construction Cost Accounting Act.

Quick Summary:
Resolution 2020-03 Approval to Adopt Informal Bidding Procedures Pursuant to the Uniform Public Construction Cost Accounting Act

Motion Passed: Adopt Resolution 2020-03 Informal Bidding Procedures Pursuant to the Uniform Public Construction Cost Accounting Act. Passed with a motion by Ms. Gail Lyons 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. Cutuli
Mr. Montoya
Mr. Jabbar
Ms. Lyons
Ms. Freeman
Ms. Buchi
Ms. Randle-Trejo

Ayes: 7 Noes: 0 Abstain: 0

B. Educational Services

1. * Approve a Memorandum of Understanding with North Orange County Regional

Consortium for Adult Education.

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

Motion Passed: Approve a Memorandum of Understanding with North Orange County Regional Consortium for Adult Education. Passed with a motion by Ms. Gail Lyons 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. Cutuli
Mr. Montoya
Mr. Jabbar
Ms. Lyons
Ms. Freeman
Ms. Buchi
Ms. Randle-Trejo

Ayes: 7 Noes: 0 Abstain: 0

2. * Establish Board Policy 4111, 4211, 4311, Recruitment and Selection, first reading.

Quick Summary:
Board Policy 4111, 4211, 4311, Recruitment and Selection

Motion Passed: Establish Board Policy 4111, 4211, 4311, Recruitment and Selection, 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 Ms. Gail Lyons
Yes Mr. Andy Montoya
Yes Ms. Annemarie Randle-Trejo

Minutes:
Roll Call:

Ms. Cutuli
Mr. Montoya
Mr. Jabbar
Ms. Lyons
Ms. Freeman
Ms. Buchi
Ms. Randle-Trejo

Ayes: 7 Noes: 0 Abstain: 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:

5/13/20	**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**
5/25/20	Holiday – Memorial Day

14. * Adjournment

Quick Summary:
Adjourn the Board of Trustees 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 Ms. Gail Lyons
Yes Mr. Andy Montoya
Yes Ms. Annemarie Randle-Trejo

Minutes:
The meeting adjourned at 5:00 p.m.

Roll Call:

Ms. Cutuli
Mr. Montoya
Mr. Jabbar
Ms. Lyons
Ms. Freeman
Ms. Buchi
Ms. Randle-Trejo

Ayes: 7 Noes: 0 Abstain: 0

Date Approved: 5-13-20

Theresa M. Giamarino

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

Annemarie Randle-Trejo

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Annemarie Randle-Trejo, President
Board of Trustees