NORTH ORANGE COUNTY ROP

BOARD OF TRUSTEES
REGULAR MEETING

MINUTES

Board of Trustees Regular Meeting
August 14, 2019, 4:00 PM
Board Room, 385 N Muller St.
Anaheim, CA 92801
Regular Session 4:00 P.M.
Closed Session Following Presentations/Recognitions

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

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

Staff: Christina Campbell, Kathleen Chestnut, Wendy Jiacoma, Michael Le, Michelle Owen, Jennifer Prado, Lupe Rodriguez, Michele Schirmers, Linda Skipper, Jenilee Umali, Tonia Watkins.

1. Open session/Call to Order

Minutes:
President Cutuli opened the meeting to regular session at 4:05 p.m.

A. Flag Salute: Lupe Rodriguez

2. Review of Agenda

A. Changes

Minutes:
President Cutuli made corrections to 10B2 and 11A9. The changes are reflected in the minutes of each item.

B. Additions

C. Deletions

3. * Adoption of Agenda

Motion Passed: Passed with a motion by Ms. Karin Freeman and a second by Ms. Marilyn Buchi.
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

4. Presentations/Recognitions

Quick Summary:
There will be no presentations this month.

5. Closed Session

Quick Summary:
No items will be discussed in Closed Session.

6. Reconvene Into Open Session

There was no Closed Session.

7. * Approval of Minutes

Quick Summary:
Approve the minutes of the regular meeting of the Board of Trustees on July 10, 2019.

Motion Passed: Passed with a motion by Ms. Annemarie Randle-Trejo 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

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 Cutuli opened the meeting to a public hearing at 4:08 p.m. There was no participation, so the public hearing was closed.

9. Superintendent's Report

Minutes:
Dr. Giamarino thanked Dana Lynch for the Back-to-School In-Service celebration, which was amazing. She thanked the Leadership Team, Educational Services, Christina Campbell, Sandy Lane, and Jenilee Umali for their contributions to the event. She shared with the Board that the raffle held at the event raised nearly $2,000. Dr. Giamarino thanked Michael Le and his team for hosting a Classified staff training session. Los Alamitos Unified School District and Fullerton Joint Union ROP teachers are excited to start school. The classes are full and students are engaged.

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. 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

A. Administrative and Business Services

1. Receive the Student Body Fund Report for the period ending July 29, 2019.

Quick Summary:
July 2019 Student Body Fund Balance Report

2. Ratify/approve check #00054089 through #00054190 in the amount of $1,862,674.08 as listed for the period of June 24, 2019, through July 29, 2019.

Quick Summary:
June and July 2019 Checks

3. Ratify/approve the listed purchase orders in the amount of $6,104.35 for the period of June 24, 2019, through June 30, 2019, and $572,959.79 for the period of July 2, 2019, through July 29, 2019.

Quick Summary:
June and July 2019 Purchase Orders

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

Quick Summary:
Personnel Recommendations

5. Ratify/approve the Memorandum of Understanding for services with Orange County Superintendent of Schools for the period of July 1, 2019, through June 30, 2020.

Quick Summary:
Memorandum of Understanding Orange County Superintendent of Schools

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

2. Approve contract with the County of Orange Probation Department and North Orange County Regional Occupational Program for Vocational Training and Pre-Employment Counseling Services from September 1, 2019, through August 31, 2021, not to exceed $1,435,400.

Quick Summary:
Orange County Probation Vocation Training and Pre-employment Counseling Services Agreement Renewal and Amendment.

Minutes:
The original agenda item read" "Approve contract with the County of Orange Probation Department and North Orange County Regional Occupational Program for Vocational Training and Pre-Employment Counseling Services from September 1, 2019, through August 31, 2021, not to exceed $1,435,400."

There were changes made to read: "Approve contract with the County of Orange Probation Department and North Orange County Regional Occupational Program for Vocational Training and Pre-Employment Counseling Services from September 1, 2019, through August 31, 2020, not to exceed $717,700."

Linda Skipper gave a presentation regarding the contract with the County of Orange Probation Department and North Orange County Regional Occupational Program.

Motion Passed: Approve contract with the County of Orange Probation Department and North Orange County Regional Occupational Program for Vocational Training and Pre-Employment Counseling Services from September 1, 2019, through August 31, 2020, not to exceed $717,700." 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 Ms. Gail Lyons
Yes Mr. Andy Montoya
Yes Ms. Annemarie Randle-Trejo

3. Approve textbook recommendations

Quick Summary:
Textbook 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 3300, Expenditures and Purchases, second reading.

Quick Summary:
Board Policy 3300, Expenditures and Purchases (formerly Board Policy 3320, Purchasing)

Motion Passed: Adopt Board Policy 3300, Expenditures and Purchases, 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 Ms. Gail Lyons
Yes Mr. Andy Montoya
Yes Ms. Annemarie Randle-Trejo

2. * Adopt Board Policy 3314, Payment for Goods and Services, second reading.

Quick Summary:
Board Policy 3314, Payment for Goods and Services

Motion Passed: Adopt Board Policy 3314, Payment for Goods and Services, 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 Ms. Gail Lyons
Yes Mr. Andy Montoya
Yes Ms. Annemarie Randle-Trejo

3. * Adopt Board Policy 3314.2, Revolving Funds, second reading.

Quick Summary:
Board Policy 3314.2, Revolving Funds

Motion Passed: Adopt Board Policy 3314.2, Revolving Funds, second reading. 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 Ms. Gail Lyons
Yes Mr. Andy Montoya
Yes Ms. Annemarie Randle-Trejo

4. * Adopt Board Policy 3350, Travel Expenses, second reading.

Quick Summary:
Board Policy 3350, Travel Expenses (formerly Board Policy 4133, 4233, 4333, Expense Reimbursement)

Motion Passed: Adopt Board Policy 3350, Travel Expenses, second reading. Passed with a motion by Mr. Al Jabbar 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

5. * Ratify/approve the Data Center Site Services Agreement with Orange County Superintendent of Schools effective July 1, 2019, through June 30, 2020, at the rate as specified in the agreement.

Quick Summary:
Data Center Site Services Agreement with Orange County Superintendent of Schools

Motion Passed: Ratify/approve the Data Center Site Services Agreement with Orange County Superintendent of Schools effective July 1, 2019, through June 30, 2020, at the rate as specified in the agreement. 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

6. * Approve the Pest Control Service Agreement with The Bugman at the initial service cost of $275 and a monthly service fee of $95.

Quick Summary:
Pest Control Service Agreement with The Bugman

Motion Passed: Approve the Pest Control Service Agreement with The Bugman at the initial service cost of $275 and a monthly service fee of $95. Passed with a motion by Mr. Al Jabbar and a second by Ms. Marilyn Buchi.
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

7. * Approve the list of ROP's items as surplus and authorize ROP to properly dispose of surplus property in accordance with the Education Code Sections 17545 et al.

Quick Summary:
Disposal of Surplus Property

Motion Passed: Approve the list of ROP's items as surplus and authorize ROP to properly dispose of surplus property in accordance with the Education Code Sections 17545 et al. 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 Ms. Gail Lyons
Yes Mr. Andy Montoya
Yes Ms. Annemarie Randle-Trejo

8. * Approve the revised Substitute Compensation Schedule

Quick Summary:
Substitute Compensation Schedule.

Motion Passed: Approve the revised Substitute Compensation Schedule. Passed with a motion by Mr. Al Jabbar 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

9. * Approve a 5.5% Cost of Living Adjustment (COLA) for all regular employees, to include classified, certificated, management, superintendent, and the Board of Trustees, effective July 1, 2019. (Student workers and substitutes are excluded from the adjustment).

Quick Summary:
Cost of Living Adjustment (COLA)

Minutes:
The original agenda item read: "Approve a 5.5% Cost of Living Adjustment (COLA) for all regular employees, to include classified, certificated, management, superintendent, and the Board of Trustees, effective July 1, 2019. (Student workers and substitutes are excluded from the adjustment)."

There were changes made to read: "Approve a 5.5% Cost of Living Adjustment (COLA) for all regular employees, to include classified, certificated, management, and the superintendent, effective July 1, 2019. (Student workers and substitutes are excluded from the adjustment)."

Motion Passed: Approve a 5.5% Cost of Living Adjustment (COLA) for all regular employees, to include classified, certificated, management, and the superintendent, effective July 1, 2019. (Student workers and substitutes are excluded from the adjustment). 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

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

9/2/19	Holiday – Labor Day
9/11/19	**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**

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 4:51 p.m.

Date Approved: _____

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

_____
Meg Cutuli, President
Board of Trustees