

COLTON-REDLANDS-YUCAIPA
REGIONAL OCCUPATIONAL PROGRAM

REGULAR BOARD MEETING

September 14, 2016
5:30 pm

**CRY-ROP Admin. Building
1214 Indiana Ct.
Redlands, CA 92374**



CRY-ROP GOVERNING BOARD

PILAR TABERA	CJUSD	Clerk
FRANK A. IBARRA	CJUSD	Member
JOANNE THORING-OJEDA	CJUSD	Alternate
RON MCPECK	RUSD	President
PATTY HOLOHAN	RUSD	Vice President
DONNA WEST	RUSD	Alternate
JANE SMITH	Y-CJUSD	Member
SHARON BANNISTER	Y-CJUSD	Member
DR. CHUCK CHRISTIE	Y-CJUSD	Alternate

DR. STEPHANIE HOUSTON, SUPERINTENDENT



Colton-Redlands-Yucaipa
Regional Occupational Program

AGENDA

REGULAR BOARD MEETING
September 14, 2016
5:30 P.M.

CRY-ROP ADMIN. BLDG.
1214 Indiana Court
Redlands, CA 92374

SESSION ONE - OPENING

1.0 Call to Order

1.1 Roll Call

Colton Joint Unified School District

- Pilar Tabera (Clerk) _____
- Frank Ibarra (Member) _____
- Joanne Thoring-Ojeda (Alternate) _____

Redlands Unified School District

- Ron McPeck (President) _____
- Patty Holohan (Vice President) _____
- Donna West (Alternate) _____

Yucaipa-Calimesa Joint Unified School District

- Jane Smith (Member) _____
- Sharon Bannister (Member) _____
- Dr. Chuck Christie (Alternate) _____

1.2 Pledge of Allegiance

SESSION TWO -PRESENTATIONS TO THE BOARD

2.1 Introduction of New Employees

- | | |
|---|-------------------|
| John Orozco , Facilities Worker | (Estrada) |
| Erika Anaya , Career Readiness Specialist | (Robinson) |
| Megan Davis , Career Readiness Specialist | (Tsushima) |
| Timothy Hamel , CTE Instructor | (Tsushima) |
| Lrod Jara , CTE Instructor | (Tsushima) |
| Karla Lechuga , Instructional Technology Facilitator | (Tsushima) |

Wendy McClung, CTE Instructor

(Tsushima)

Jessica Titus, Career Readiness Specialist

(Tsushima)

SESSION THREE - PUBLIC PARTICIPATION

3.0 Address from Audience

The Board President or Chairperson will invite persons to speak concerning any item on the agenda or other matter within the subject matter jurisdiction of the Colton-Redlands-Yucaipa ROP. This is not meant to be a debating period. Complaints and problems relating to policy matters will be referred to the Superintendent.

Persons who have complaints against Board Members or staff are encouraged to seek resolution of those complaints by utilization of the ROP written complaint procedure rather than orally addressing them at a meeting.

Although the Board expects its professional staff of administrators to handle most matters of public concern, persons will be provided an opportunity to make suggestions and identify concerns about matters affecting the ROP which are not on the ROP agenda. The Board may not have complete information available to answer questions, and may refer specific concerns to the Superintendent for appropriate attention.

Persons desiring to address the Board will be asked to give their name, address, and the subject to be addressed.

The total time devoted to all person presentations shall be at the discretion of the President or Chairperson, but is limited to five (5) minutes per person and twenty (20) minutes per subject.

The CRY-ROP Governing Board meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are needed in order to participate in the public meeting, requests should be made through the Secretary to the Board at least three (3) business days prior to the board meeting. The Secretary's telephone number is (909) 793-3115 and the office is located at 1214 Indiana Court, Redlands, CA.

3.1 Hearing of Items on the Agenda

3.2 Hearing of Items Not on the Agenda

SESSION FOUR - CONSENT CALENDAR

The Superintendent Recommends Approval of Consent Calendar Items #4.1 - #4.26

All matters listed under the Consent Calendar are considered by the Governing Board to be routine and will be enacted in one motion.

There will be no discussion of these items prior to the time the Board considers the motion unless members of the Board, the administrative staff, or the public request specific items to be discussed and/or removed from the Consent Calendar.

BOARD AND ADMINISTRATIVE FUNCTIONS

- 4.1 **Approve** Minutes of the August 10, 2016 Regular Board Meeting (Houston) (pg. 1-11)
- 4.2 **Approve** Conferences > \$300 (Houston) (pg. 12-14)
- 4.3 **Approve** Proclamation #16-09 in Recognition Of Red Ribbon Week (October 23-31, 2016) (Houston) (pg. 15-16)
- 4.4 **Approve** Resolution #16-10 for Disability Awareness Month – October (Houston) (pg. 17-18)

BUSINESS AND FINANCIAL FUNCTIONS

- 4.5 **Approve** Expenditure Batches #42 - #80 and Authorize Superintendent to Sign Them (Gonzalez) (pg. 19-47)
- 4.6 **Approve** Piggyback Able Bid for B&H (Gonzalez) (pg. 48-61)
- 4.7 **Approve** Piggyback Able Bid for Dell Marketing, L.P. (Gonzalez) (pg. 62-68)
- 4.8 **Approve** Signature Authorization Changes (Gonzalez) (pg. 69-70)
- 4.9 **Approve** PreCheck Consumer Report User Agreement (Gonzalez) (pg. 71-80)
- 4.10 **Approve** Service Agreement with Rise Interpreting (Gonzalez) (pg. 81-83)
- 4.11 **Approve** Agreement with Regional Testing Center (Gonzalez) (pg. 84-88)
- 4.12 **Approve** MOU with Loma Linda University Occupational Medicine Center (Gonzalez) (pg. 89-91)

- 4.13 **Approve** CAROCP Statewide Data Dashboard Pilot (Gonzalez) (pg.92-93)
- 4.14 **Approve** License Agreement with Redbird Advanced Learning (Gonzalez) (pg. 94-99)
- 4.15 **Approve** Acceptance of Funds for Career Readiness Assessment Pilot (Gonzalez) (pg. 100-102)
- 4.16 **Approve** Water Intrusion and Flood Control Maintenance Plan (Gonzalez) (pg. 103-134)

EDUCATIONAL SERVICES FUNCTIONS

- 4.17 **Approve** Field Trips as Presented (Tsushima) (pg. 135-137)

PERSONNEL FUNCTIONS

- 4.18 **Approve** Resolution #16-11 Waiver of EC §44253.3 (Koger) (pg. 138-139)
- 4.19 **Approve** Job Description Revision, Title, and Compensation for Executive Assistant (Koger) (pg. 140-144)
- 4.20 **Approve** Request for Leave of Absence (Koger) (pg. 145)
- 4.21 **Approve** Resignation(s) and/or Termination(s) of Employment (Koger) (pg. 146-147)
- 4.22 **Ratify** Certificated Employment (Koger) (pg. 148)
- 4.23 **Ratify** Certificated Hourly/Substitute Employment (Koger) (pg. 149)
- 4.24 **Ratify** Classified Employment (Koger) (pg. 150)
- 4.25 **Ratify** Classified Substitute Employment (Koger) (pg. 151)
- 4.26 **Ratify** Revision(s) and/or Reclassification of Annual Employees (Koger) (pg. 152-153)

DEFERRED ITEMS

Discussion/Action on items transferred from the Consent Calendar, if necessary.

SESSION FIVE - ACTION ITEMS

BUSINESS AND FINANCIAL FUNCTIONS

- 5.1 **Approve** 2015-16 Unaudited Actuals (Gonzalez) (pg. 154-158)
Financial Report
- 5.2 **Approve** Payment of Invoice (Gonzalez) (pg. 159)

SESSION SIX - REPORTS AND INFORMATION ITEMS

PROGRAM REPORTS

Program Reports include specific information shared with the Board on Career Enhancement Services' Programs. It could be information on a new, expanding, or existing program.

SUPERINTENDENT AND STAFF REPORTS

The Superintendent and members of the management staff are encouraged to report on items of general interest to the Board, as well as provide information about conferences or meetings which they have attended.

- 6.1 **Cash Flow Analysis Report** (Gonzalez) (pg. 160-162)
August, 2016
- 6.2 **Conferences < \$300** (Houston) (pg. 163-164)
- 6.3 **CSBA Board Policy and Administrative Regulation Updates** (Houston) (pg. 165-247)
- 6.4 **Strategic Action Plan for CRY-ROP** (Tsushima) (pg. 248-250)
- 6.5 **Superintendent's Report**
- 6.6 **Staff Reports**
- A. **Operations Report (separate hand-out)**

BOARD MEMBERS' REPORTS

Individual Board Members may wish to share a comment, concern, and/or observation with other Board Members and/or staff.

6.7 Board Members' Reports

SESSION SEVEN – CLOSED SESSION

CLOSED SESSION (CRY-ROP Administration Building – Board Room, 1214 Indiana Court, Redlands, CA 92374)

7.1 Public Employee Performance Evaluation

Title: Superintendent

ADJOURNMENT

The next Regular Board Meeting of the Colton-Redlands-Yucaipa Regional Occupational Program will be on **October 19, 2016 at 5:30 p.m.** in the Board Room at the ROP Administrative Office, 1214 Indiana Court, Redlands, CA 92374.