

**Southern California Regional Occupational Center  
2300 Crenshaw Boulevard  
Torrance, CA 90501**

**Minutes of the Joint Powers Board Meeting  
November 17, 2016  
5:30 p.m.**

**APPROVED MEETING MINUTES**

**BOARD MEMBERS**

**Present:** Barbara Lucky, Alice Grigsby, Terry Ragins, Ellen Rosenberg, Ida VanderPoorte, Brad Waller and William Watkins

**ADMINISTRATORS**

**Present:** Laurie St. Gean, Ed.D., Atlas Helaire, Ed.D.,

**STAFF PRESENT**

Teresa Farquhar, Miguel Figueroa, Natalie Hansen, Linda Larson, Sara Leon, Wayne Smith and David Watson

**CALL TO ORDER**

President Waller called the meeting to order at 5:35 p.m. President Waller asked Member VanderPoorte to lead the Pledge of Allegiance.

**APPROVAL OF AGENDA**

President Waller informed the Members of the Board of the following revisions to the agenda: 1) Consent Item #9 - added additional Affiliation Agreement and 2) move Closed Session before "General" section, Number 3 and then reconvene to open session to conclude the meeting with the Board Study Session.

**Motion:** A motion was made by Member VanderPoorte to approve the November 17, 2016 agenda as amended. Member Lucky seconded the motion.

**Vote:** Lucky – Yes; Grigsby – Yes; Ragins – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins - Yes

**Result:** Motion carried 7 - Yes; 0 - No; 0 – Abstain

## **COMMENDATIONS/RECOGNITION**

NONE

## **PROGRAM HIGHLIGHT**

Dr. Helaire, Executive Director, introduced David Watson, Civil Engineering/Architecture Instructor.

Mr. Watson teaches the Civil Engineering/Architecture PLTW course. The program provides students with an overview of both Civil Engineering and Architecture; accentuating the interrelationship of both fields. Students use *Revit*, a-state-of-the-art 3D design software package to solve problems and to communicate solutions for hands-on projects and activities. Mr. Watson presented samples of student work. Students learn design and development, the documentation of the project, solving problems, and communicating solutions.

President Waller presented Mr. Watson with a *Board Certificate of Excellence*

## **STUDENT VOICES**

Dr. Helaire, Executive Director, introduced Auzhinay Andrews, a senior at El Segundo High School.

Auzhinay Andrews commented she is currently enrolled in the Civil Engineering/Architecture class. Auzhinay expressed her fascination for design and development of properties. While at SoCal ROC, Auzhinay said she will continue to take classes within her career pathway. Upon graduating high school, Auzhinay plans to attend Santa Monica Community College where she will further her education. Auzhinay's career goal is to become an Architect Engineer.

President Waller presented Auzhinay Andrews with a *Board Certificate of Excellence*

## **COMMENTS FROM THE PUBLIC**

NONE

## **ACKNOWLEDGEMENT OF CORRESPONDENCE TO THE BOARD**

President Waller reported that he, along with other Board Members, received a letter from the SoCal ROC Employees Representative Group.

## **SoCal ROC EMPLOYEE GROUP REPRESENTATIVES**

NONE

## **STAFF REPORTS**

### ***WASC Update***

Dr. Helaire commented that SoCal ROC has been working very hard on the WASC process. Focus groups have been meeting and reviewing each of the WASC criteria and the Leadership team has been meeting regularly to review and continue the implementation of the Action Plan. Dr. Helaire shared that Rosario Galvan, WASC visiting chair, was on campus last week. During his visit, Mr. Galvan reviewed Chapter 1, the student community profile and was very pleased with the progress thus far. Dr. Helaire shared that the WASC visiting team will be on campus March 13, 2017 through March 15, 2017.

### ***Superintendent Search***

Superintendent St. Gean stated that she met with President Waller and Vice President Grigsby and reviewed the selection criterion for the selection of the new superintendent. Superintendent St. Gean noted that she is prepared to mail RFP's to four firms: The Cosca Group, McPherson and Jacobson, HYA Executive Search, and Leadership Associates.

President Waller stated that Board Members could also suggest other firms.

## **CONSENT CALENDAR**

### **ITEM NO.**

- 1 APPROVE BOARD MINUTES OF OCTOBER, 2016
- 2 APPROVE PAYROLL A WARRANT REPORT – OCTOBER 2016
- 3 APPROVE B-WARRANT REPORT – OCTOBER 2016
- 4 APPROVE B-WARRANTS ISSUED WITHOUT PURCHASE
- 5 APPROVE PERSONNEL ASSIGNMENT ORDERS
- 6 APPROVE PURCHASE ORDER REPORT - OCTOBER 2016
- 7 APPROVE REVOLVING CASH FUND – OCTOBER 2016
- 8 APPROVE SOCIAL ROC RECOGNITION ACCOUNT – OCTOBER 2016
- 9 APPROVE AFFILIATION AGREEMENTS

President Waller asked if any Members of the Board had any items to be pulled from the Consent portion of the Agenda. Member Lucky pulled Item #1.

**Motion:** A motion was made by Member Lucky to approve Items 2-9. Member VanderPoorte seconded the motion.

**Vote:** Lucky – Yes; Grigsby – Yes; Ragins – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins - Yes

**Result:** Motion carried 7 - Yes; 0 - No; 0 – Abstain

**Motion:** A motion was made by Member Watkins to approve Item #1. Member Grigsby seconded the motion.

Both Member Lucky and Member VanderPoorte stated that they were not present at the October meeting so she would be abstaining on Item #1, the minutes of October 20, 2016.

**Vote:** Lucky – Abstain; Grigsby – Yes; Ragins – Yes; Rosenberg – Yes; VanderPoorte – Abstain; Waller – Yes; Watkins - Yes

**Result:** Motion carried 5 - Yes; 0 - No; 2 – Abstain

## **PERSONNEL**

NONE

## **BUSINESS SERVICES**

### 1. Approve Final Cost for Main Electrical Panel

**Motion:** A motion was made by Member Watkins to approve the final payment for the main electrical panel.

Superintendent St. Gean noted that the main electrical panel project began in 2013. Due to delays, the cost of materials increased. The additional cost for materials was \$34,547.00. Final cost approval is needed in order for LACOE to authorize payment. The project was completed over the summer.

**Vote:** Lucky – Yes; Grigsby – Yes; Ragins – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins - Yes

**Result:** Motion carried 7 - Yes; 0 - No; 0 – Abstain

### 2. Approve Memorandum of Understanding (MOU) with Los Angeles County Office of Education for Enterprise Resource Planning System for Fiscal Year 2016-2021. Member Grigsby seconded the motion.

**Motion:** A motion was made Member Rosenberg to approve Memorandum of Understanding (MOU) with Los Angeles County Office of Education for Enterprise Resource Planning System for Fiscal Year 2016-2021. Member VanderPoorte seconded the motion.

Dr. Helaire stated that Memorandum of Understanding (MOU) with Los Angeles County Office of Education for Enterprise Resource Planning System (ERPS) will allow SoCal ROC to participate in LACOE's implementation of the new ERPS. LACOE will be replacing the Human Resource System and the PeopleSoft Financial System with Enterprise Resource Planning System. Both of these systems will be obsolete and will be phased out within the next five years.

Member Waller asked for the cost to participate in the new ERP system.

Dr. Helaire remarked that the five years cost is \$42,316.55. On an annual amount, payments will be \$8,463.31. The \$8,463.31 will be charged on a quarterly basis, \$2,115.93 starting in fiscal year 2017-2018, for a five year period.

Member Grigsby asked if the two programs will be running simultaneously.

Dr. Helaire stated that once the Enterprise Resource Planning System is in place the Human Resource System and the PeopleSoft Financial System will no longer be available.

**Vote:** Lucky – Yes; Grigsby – Yes; Ragins – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins – Yes

**Result:** Motion carried 7 - Yes; 0 - No; 0 – Abstain

## **GENERAL**

1. Approve Amendment to the Agreement with South Bay Workforce Investment Board, Inc. and SoCal ROC to be a Training Provider.

**Motion:** A motion was made Member VanderPoorte to approve Amendment to the Agreement with South Bay Workforce Investment Board, Inc. and SoCal ROC to be a Training Provider. Member Grigsby seconded the motion.

Dr. Helaire commented that the agreement with the South Bay Workforce Investment Board, Inc. is an amendment to the existing agreement. This amendment will allow for additional SoCal ROC courses to be listed on the I-TRAIN website.

**Vote:** Lucky – Yes; Grigsby – Yes; Ragins – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins - Yes

**Result:** Motion carried 7 - Yes; 0 - No; 0 – Abstain

2. Discuss a change in the Board Meeting Date of December 15, 2016.

President Waller commented that the scheduled December 15, 2016 Board meeting date may conflict with other activities taking place during that time. After further discussion among the Board Members, the December 15<sup>th</sup> meeting date will remain as scheduled.

## **BOARD MEMBERS' COMMENTS**

Member Rosenberg commented that voters approved both bond measures.

Member VanderPoorte had no comment,

Member Lucky wished everyone a Happy Thanksgiving.

Member Grigsby had no comment.

Member Watkins wished everyone a Happy Thanksgiving.

Member Ragins commented that TUSD has changed their election year to even years and will extend the term of every TUSD Board Member for an additional year.

President Waller commented that Redondo Union High School Theatre Arts is proud to present "The Dining Room." Performances will take place the second week of December.

### **SUPERINTENDENT'S REMARKS**

Superintendent St. Gean complimented Dr. Helaire and the Business Office staff for a successful annual audit review. Superintendent St. Gean wished everyone a Happy Thanksgiving.

### **ADJOURN TO CLOSED SESSION**

**Motion:** A motion was made by Member Watkins to adjourn to closed session at 6:21p.m. Member Grigsby seconded the motion.

**Vote:** Lucky – Yes; Grigsby – Yes; Ragins – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins - Yes

**Result:** Motion carried 7 - Yes; 0 - No; 0 – Abstain

#### ***Topic:***

1. Public Employment/Superintendent

Any action taken in Closed Session will be reported out in Open Session

### **RECONVENE TO OPEN SESSION**

No action was taken.

**Motion:** A motion was made by Member VanderPoorte to reconvene to open session at 7:14 p.m. Member Rosenberg seconded the motion.

**Vote:** Lucky – Yes; Grigsby – Yes; Ragins – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins - Yes

**Result:** Motion carried 7 - Yes; 0 - No; 0 – Abstain

*Member Rosenberg left the meeting at 7:15 p.m.*

**GENERAL (CONT.)**

3. Work/Study Session – Future of SoCal ROC

Board Members again discussed the possibilities of becoming a Charter School or Career Technical Charter School combined with JPA districts as partners.

Board Members also discussed the need to focus more on advertising of programs for both high school and adult students. Member Ragins suggested that SoCal ROC hire someone to solely do advertising.

Superintendent St. Gean remarked that SoCal ROC already advertises in the Daily Breeze and at the local EDD office. Superintendent St. Gean also noted that SoCal ROC is a member of all the local Chambers. Superintendent St. Gean also noted that the SoCal ROC website has been updated and is now smartphone compatible.

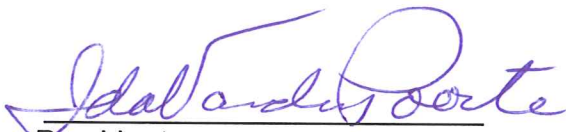
Board Members further discussed the following options, renting out unused classrooms to trade unions for re-training and apprenticeship programs, offering online courses, outreach to other districts, focus on foster youth, and a summer session for high school students and adults.

**ADJOURN MEETING**

**Motion:** A motion was made by Member VanderPoorter to adjourn the meeting at 7:50 p.m. Member Watkins seconded the motion.

**Vote:** Lucky – Yes; Grigsby – Yes; Ragins – Yes; VanderPoorte – Yes; Waller – Yes; Watkins - Yes

**Result:** Motion carried 6- Yes; 0 - No; 0 – Abstain

  
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President

12/15/16  
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Date