



SOUTHERN CALIFORNIA

REGIONAL
OCCUPATIONAL
CENTER

Board of Education - Apr 10 2023 Minutes

Monday, April 10, 2023 at 6:30 PM

2300 Crenshaw Boulevard, Torrance, CA 90501

1. Call Meeting to Order:

Meeting was called to order at 6:31 p.m.

1.1 Roll Call

1.2 Pledge of Allegiance

Member Beachly lead the pledge of allegiance.

2. Approval Agenda

2.1 Approve the April 10, 2023 agenda.

Moved by: Bill Fournell

Seconded by: Jen Fenton

Carried

3. Commendations / Recognition:

None

4. Student Voices:

None

5. Program Highlight:

None

6. Public Comment

No comments.

- 6.1 **Board Agenda Items: Any member of the audience may speak to any agenda item by submitting a yellow card (located on back table). Please hand the completed card to the administrative assistant at the Board table. When the item is considered by the Board, individuals submitting yellow cards will be called upon prior to Board action.**
- 6.2 **Topics Not on Agenda: Anyone in attendance may address any issue by following the same procedure process listed above. Since the Board cannot take action on items which are not on the agenda, such items may be referred to the Superintendent for handling. Individuals interested in speaking to items which are not on the agenda will be called upon at this time.**

7. Acknowledgement of Correspondence to the Board

Superintendent Helaire stated the he received a letter from the Los Angeles County Office of Education concurring with SoCal ROC's positive budget certification of the Second Interim Report.

8. Superintendent's Remarks

Superintendent Helaire stated that this year's Night of All Stars will be held on Thursday, April 27th at Kincaid's in Redondo Beach. The reel competition deadline is April 12th, and the winner will be recognized at the Night of All Stars. Superintendent Helaire commented that he submitted the grant application to Ted Lieu's office in February for the Community Funding Project Grant. Superintendent Helaire also commented that the roof problems continue in building C. Mr. Milburn has been seeking roofing companies for proposals.

9. Staff Reports

- 9.1 Presentation of SoCal ROC Audit for 2022/2023 - A.
Helaire/Auditor – Brian Hadley King & Co., LLP

Superintendent Helaire introduced Brian Hadley representing the firm of Wilkinson Hadley King & Co., LLP.

The firm conducted SoCal ROC's required annual audit. Mr. Wilkinson reported that SoCal ROC received an *unqualified opinion* which is the best opinion a school district can receive regarding an audit. Mr. Hadley also reported that SoCal ROC had no "findings" which is excellent. He commented that there were no major changes in the format of the report. In

conclusion, Mr. Hadley stated that SoCal ROC has a healthy reserve and an overall positive audit for 2021/2022.

10. Consent Calendar

10.1 APPROVE BOARD MINUTES OF MARCH 2023

10.2 APPROVE PAYROLL A WARRANT REPORT MARCH 2023

Member Kurt asked if it was possible to include the previous month numbers to compare just like on the other items.

Superintendent Helaire remarked that they will include the numbers from the previous month moving forward.

Moved by: Linda Kurt

Seconded by: Meredith Beachly

10.3 APPROVE B WARRANT REPORT MARCH 2023

Member Kurt asked why there was a big difference in expenses from last month to this month.

Superintendent Helaire remarked that many factors can contribute such as large purchases, varying number of transactions from month to month, and when checks clear.

Moved by: Nancy Cobb

Seconded by: Meredith Beachly

10.4 APPROVE B WARRANT REPORT WITHOUT PURCHASE ORDER FOR MARCH 2023

10.5 APPROVE PURCHASE ORDER REPORT MARCH 2023

10.6 APPROVE REVOLVING CASH FUND MARCH 2023

Member Kurt noted that two students from the same class requested a refund and asked if there was additional information as to why.

Moved by: Nancy Cobb

Seconded by: Jen Fenton

10.7 APPROVE SOCAL ROC RECOGNITION ACCOUNT MARCH 2023

10.8 APPROVE AFFILIATION AGREEMENTS

10.9 **APPROVE CONTRACT WITH LOS ANGELES COUNTY OFFICE OF EDUCATION FOR ACCESS TO NETWORK SERVICES AND SUPPORT FOR FISCAL YEAR 2023-2024**

10.10 **APPROVE CONTRACT WITH RICOH**

Member Kurt asked if the 3 new machines and the extension on one of the leases were all capable of color copies or just black and white. Member Kurt also asked if it was possible to only get two new machines in an effort to save money.

Ms. Farquhar remarked that this contract was given with a promotional rate but would inquire about the price for two new machines and the extension of one lease. The three smaller machines have color copies abilities. The larger machine in the copy room is only black and white. Ms. Farquhar stated that not every staff member had the rights to color copies.

Member Han suggested that the Board leave the decision up to the SoCal ROC staff.

Moved by: Linda Kurt

Seconded by: James Han

10.11 **APPROVE BEST ADVANTAGE ANNUAL MAINTENANCE CONTRACT FOR 2023-2024**

MOTION TO APPROVE CONSENT CALENDAR NUMBERS 1, 4-5 7-9 and 11

Moved by: Nancy Cobb

Seconded by: Meredith Beachly

Carried

11. Personnel

None

12. Business Services

12.1 **Acceptance of SoCal ROC Audit Report – June 30, 2022 - A. Helaire**

Moved by: James Han

Seconded by: Jen Fenton

Carried

12.2 Approve RFP for Legal Services - A. Helaire

Superintendent Helaire commented that the Center's current attorney is retiring so the Center will need need new legal representation. Superintendent Helaire shared that he and President Strutzenberg have been working together on an RFP. President Strutzenberg asked to which firms will the RFP's be mailed.

Superintendent Helaire remarked that it will be mailed to BBK, AALRR, and any other firms the Board recommends.

Moved by: James Han

Seconded by: Bill Fournell

Carried

12.3 Discuss Forming A Committee For Leasing Space - A. Helaire

Superintendent Helaire shared that both Ambassador High School and Momentum Christian Fellowship approached him about extending their current lease. Superintendent Helaire noted that he is working with BBK to make sure the Center stays in compliance with Board Policy 3280. Board Policy 3280 states that the Board needs to appoint a committee to advise the Board regarding the space that is being considered for lease or sale. Superintendent Helaire stated that the committee will provide guidance for the cost and rate of the space to be leased. A resolution will come to Board in May for adoption.

Member Han asked for more clarity on this item. He strongly believes that forming a committee for leasing space is being misapplied. The 7-11 committee is designed for selling property or leasing space that is no longer needed. Leasing space that the Center will continue to use is entirely up to the superintendent and needs no committee or resolution.

Superintendent stated that he will reach out to BBK for clarity.

12.4 **Discuss Changing Phone Service**

Superintendent Helaire commented that the current phone system is obsolete. Simple changes are becoming difficult to resolve. The current phone system is a PBX and the Center is looking to move to a VOIP system.

President Strutzenberg asked what the cost would be in changing phone systems.

Superintendent Helaire stated that he was not sure, but in speaking with several phone companies, all have indicated a cost savings.

13. General Services

13.1 Approve LRI Proposal for Strategic Plan - A. Helaire

President Strutzenberg stated that RBUSD is using LRI for strategic planning. He recommended that the Board have an initial meeting with a strategic planning company before the new superintendent is appointed and a second meeting after the appointment.

Member Han stated that he believes the Board needs to put out an RFP to make it open and transparent.

Member Cobb stated that she agreed with Member Han.

Member Fournell stated that he would like to start the planning with the new superintendent in place. He recommended sending out a request asking the JPA superintendents if they have any recommendations for a company to lead the strategic planning.

Member Kurt stated that she would prefer a company that is local so that a portion of the expense is not spent on travel.

Member Beachly stated that she agreed that the Board should put out an RFP.

Member Fournell stated that we would go with LRI if no recommendations are provided to the Center.

13.2 Discuss Special Sessions - President

New Board Members commented that, after several special Board Meetings, they feel that special sessions are not necessary until some of the current dealings are resolved. The new superintendent search, strategic planning, and tours helped them better understand how the Center operates.

Members Beachly stated that these sessions can be beneficial for new incoming board members.

13.3 Idea Parking Lot - President

None

14. Board Members' Remarks

Member Kurt asked if HopSkipJump had started.

Superintendent Helaire remarked that it had not, and he is anticipating to have it in place for the fall semester.

15. Adjournment

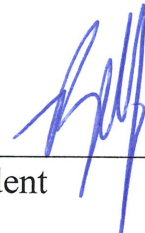
15.1 Adjourn Meeting

Meeting was adjourned at 8:07 p.m.

Moved by: James Han

Seconded by: Linda Kurt

Carried



President

5-8-23

Date