



SOUTHERN CALIFORNIA
REGIONAL
OCCUPATIONAL
CENTER

Board of Education - Oct 17 2024 Minutes

Thursday, October 17, 2024 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

Members Fenton and Han were absent.

No representation from IUSD.

1.2 Pledge of Allegiance

Member Kurt led the Pledge of Allegiance.

2. Approval Agenda

2.1 Approve the October 17, 2024 agenda.

Moved by: Bill Fournell

Seconded by: Meredith Beachly

Carried

3. Commendations / Recognition:

None

4. Student Voices:

4.1 Makayla Boarts, Redondo Union High School

Fashion Design - A. Briseno

Superintendent Rodriguez introduced Makayla Boarts from Redondo Union High School.

Makayla commented that she has always had an interest in the Fashion Industry and indicated that she is grateful that her mother found SoCal ROC. Makayla shared that the Fashion Design class is an exciting, fast-paced interactive program that has given her the experience and knowledge to pursue a career in the Fashion Industry. Unsure of her career goal, Makayla credits SoCal ROC and her instructor for helping her broaden her career pathway.

President Strutzenberg presented Makayla Boarts with an award of Excellence Certificate.

5. Program Highlight:

5.1 Fashion Design - B. Nakayama Gitana Brazlauskas

Ms. Nakayama, Director of Secondary Education/Principal, introduced the Fashion Design Instructor, Gitana Brazlauskas.

Ms. Brazlauskas shared that she has been in the fashion industry for over 20 years and at SoCal ROC since the beginning of the fall semester. Ms. Brazlauskas remarked that she has worked for high-end designers such as Donna Karan and DKNY and has been fortunate to have traveled around the world.

Ms. Brazlauskas stated that the Fashion Design class is an exciting, fast-paced, and interactive program that teaches the students the construction of clothing, sizing patterns, and the developing of fashion drawing. The class also covers analysis of apparel wholesale markets, retail markets, and fashion trends. In addition, students are able to explain the structure of the fashion industry, the design process, and the production and marketing of the fashion product. Ms. Brazlauskas commented that she also focuses on the priority skills that are transferable such as adaptability, problem solving and management.

President Strutzenberg presented Gitana Brazlauskas with an award of Excellence Certificate.

6. Public Comment

Community Member Marie Puterbaugh was about to speak on President Strutzenberg and his actions as a Redondo Beach Board Member.

President Strutzenberg asked Marie to speak within the jurisdiction of SoCal ROC and asked to have her microphone silenced.

- 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**

President Strutzenberg asked for a motion to receive and file the following three items:

1. Satellite Course Costs Analysis
2. Facilities Master Plan Update
3. HopSkipDrive Update

Moved by: Linda Kurt

Seconded by: Bill Fournell

Carried

8. **Superintendent's Remarks**

Superintendent Rodriguez shared that the Center just completed a two-day successful accreditation process with the Medical Assisting Education Review Board (MAERB). The committee panel was composed of two members that interviewed instructors, students and administrators. The final report will be given in January.

Superintendent Rodriguez stated that an updated on enrollment numbers were emailed to all Board members. Superintendent Rodriguez shared that enrollment is up 30% from last year at this time.

9. **Staff Reports**

9.1 Satellite Course Cost Analysis - J. Rodriguez

Superintendent Rodriguez presented a detailed presentation on Satellite Instructors on JPA campuses. Satellite instructors are requested by the partner district. SoCal ROC recruits and hires the instructor and are then placed on SoCal ROC's certificated

salary schedule. JPA districts are responsible for books and supplies and any other operating costs of the program. At the beginning of each year, an agreement is mailed to each district identifying the number of instructors and periods that they will be teaching, at times there might be negotiations such as: prep time, adding or deleting periods. Included in the agreement are cost of salary, benefits, and administration of the Satellite Instructor agreement. An addendum is then drafted with payment schedules, payment can be made up front or in 3 partial payments.

Superintendent Rodriguez shared that currently there are six satellite instructors teaching either at IUSD or MBUSD.

Superintendent Rodriguez also reviewed the cost and revenue structure for the past three years as well as consideration for the future.

9.2 Facilities Master Plan Update - J. Rodriguez

Superintendent Rodriguez provided the Board with a presentation on SoCal ROC's Facilities Master Plan. The FMP will outline both short term and long-term strategies to address current needs while planning for future growth. Superintendent Rodriguez commented that the components of the FMP are: existing campus use, current conditions overview, short term and long term priorities, and phasing and budgeting. The FMP committee will be formed by faculty, staff, students, parents and community members. Superintendent Rodriguez shared the timeline for the FMP and plans to have the final report to the Board by March 2025.

9.3 HopSkipDrive Update - B. Nakayama

Mrs. Nakayama provide the Board with a detailed presentation on the HopSkipDrive Transportation that included year to date cost, ride data, projections, and cost by district.

10. Consent Calendar

Member Kurt pulled item # 5.

Member Beachly made a motion to approve items 1-4 and 6-8. Member Fournell seconded the motion.

Moved by: Meredith Bechly

Seconded by: Bill Fournell

Carried

- 10.1 APPROVE BOARD MINUTES OF SEPTEMBER 2024
- 10.2 APPROVE PAYROLL A WARRANT REPORT FOR SEPTEMBER 2024
- 10.3 APPROVE B WARRANT REPORT FOR SEPTEMBER 2024
- 10.4 APPROVE B WARRANT ISSUED WITHOUT PURCHASE ORDERS SEPTEMBER 2024
- 10.5 APPROVE PERSONNEL ASSIGNMENT ORDERS
- 10.6 APPROVE PURCHASE ORDER REPORT FOR SEPTEMBER 2024
- 10.7 APPROVE REVOLVING CASH FUND FOR SEPTEMBER 2024
- 10.8 APPROVE AGREEMENT WITH JUSTIN NOVACK (GENERAL ELECTRICAL)

11. Excluded Consent Calendar Items

Item number 10.5 - Personnel Assignment Order

Member Kurt congratulated Sara Leon on her 25-year anniversary.

Member Kurt asked how teacher prep time calculated and is it fair across the board and how much would it cost to give each instructor 15 minutes of prep time. That would be more equitable.

Superintendent Rodriguez stated that would cost \$1250 per week and it one semester it would be \$18,000. The term "prep time" is not an accurate depiction of what was added but we adhered to past practice. When the high schools moved to a later start time, two of the sessions (02 & 03) shifted by 15 minutes. These two sessions were then 15 minutes shorter. At some point, instructors took this to the administration and it was noted that instructors who taught these two sessions were losing up to two hours a week of pay. Superintendent Rodriguez stated that moving forward; we will be adjusting the schedules to accurately reflect assignments equitably.

Moved by: Linda Kurt

Seconded by: Meredith Beachly

Carried

12. Personnel

- 12.1 Approve movement on the Salary Schedule for Eligible Employees for earned Professional Growth Hours - J. Rodriguez
Superintendent Rodriguez stated that a new instructor was not aware of the procedures for submitting professional growth hours. This particular instructor has been pursuing her Bachelors degree and has met the requirements. Superintendent Rodriguez commented that he would like to honor the hours earned.

Moved by: Meredith Beachly

Seconded by: Linda Kurt

Carried

13. Business Services

- 13.1 Approve Vector USA Contract - D. Calvillo
Superintendent Rodriguez commented that in December of 2023 the Board approved a contract with Vector and eliminated an annual "subscription" for services that we had with another vendor. At that time, an open purchase order totaling \$12,000 was opened for the rest of the fiscal year 23-24. Superintendent Rodriguez stated that between December and June, the Center was invoiced for only \$5,692. For this year, we are anticipating a slight increase in services based on some projects and would increase the open PO \$15,000 for the year.

Member Kurt asked if annual is school year or calendar.

Superintendent Rodriguez remarked that it is school year.

President Strutzenberg clarified that it is for one year only and not a reoccurring contract.

Superintended Rodriguez stated that it is a one-year contract and will only pay for services that are used.

Moved by: Linda Kurt

Seconded by: Bill Fournell

Carried

- 13.2 Approval to Seek Bids to Repair Daikin A/C Unit - J. Rodriguez
Superintendent Rodriguez stated that the Center experienced an AC unit failure in Building A during a heat wave causing extensive damage and effecting most of Building A. We

called our HVAC vendor to come take a look. It turns out there was significant damage to two units when one of the condensers' fans broke, shot off, and caused damage to the coils.

Member Fournell asked if this amount was to cover the entire cost of repair.

Superintendent Rodriguez remarked that the amount allocated is a worst-case scenario for repair/replacement.

President Strutzenberg asked if we had insurance that may cover some of the cost.

Superintendent Rodriguez stated that he was unsure but would look into that.

Member Kurt suggested that when seeking bids in the future, not to release the amount you are willing to spend.

Moved by: Bill Fournell

Seconded by: Meredith Beachly

Carried

13.3 Approve Annual Agreement with Career Technical Education Joint Powers Authority Coalition - J. Rodriguez

Superintendent Rodriguez stated that the Career Technical Education Joint Powers Authority Coalition is an annual agreement. The coalition is composed by 15 different Regional Occupational Programs as well as other agencies that offer Career Technical Education. The Metropolitan Education District serves as the fiscal agent and they contract with School Services of California to provide legislative services for the Coalition. The agreement also offers monthly zoom meetings.

President Strutzenberg asked what the agency did with the yearly payment.

Superintendent Rodriguez remarked that he is able to attend conferences at no cost.

Moved by: Linda Kurt

Seconded by: Bill Fournell

Carried

14. General Services

14.1 Ideas Parking Lot

No new items were suggested.

15. Board Members' Remarks

President Strutzenberg shared that Joel Wardour from Wardour Heating & Air Conditioning Contractors Inc has expressed in interest in become an instructor at SoCal ROC. Mr. Wardour is a huge supporter of SoCal ROC and has donated various HVAC equipment to the program. President Strutzenberg commented that the Redondo Beach Rotary club is interested in providing scholarships to students at SoCal ROC.

16. Closed Session

16.1 *Conference with real property negotiators pursuant to Government code Section 54956.8;*

Property: 2300 Crenshaw Blvd.

Torrance, CA 90501

Agency Negotiator: Julian A. Rodriguez, Ed.D., Superintendent

16.2 Superintendent's Evaluation (Government Code 54957)

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

17. Adjourn to Closed Session

Adjourned to closed session at 8:53 p.m.

Moved by: Meredith Beachly

Seconded by: Nancy Cobb

Carried

18. Adjourn to Open Session

Adjourn to open session at 9:48 p.m.

Moved by: Bill Fournell

Seconded by: Linda Kurt

Carried

19. Report on Closed Session

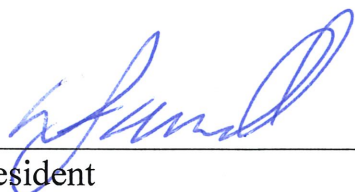
Item 15.1 - The Board received information.

Item 15.2 - The Board reviewed and voted unanimously to approve the 2024 Superintendent evaluation. Board President Strutzenberg will set up a meeting with the Superintendent Rodriguez to go over his evaluation.

20. Adjournment

20.1 Adjourn Meeting
Meeting adjourned at 9:50 p.m.
Moved by: Meredith Beachly
Seconded by: Bill Fournell

Carried



President

12/12/24

Date