

COLTON-REDLANDS-YUCAIPA
REGIONAL OCCUPATIONAL PROGRAM

REGULAR BOARD MEETING

**July 12, 2017
5:30 pm**

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



CRY-ROP GOVERNING BOARD

PILAR TABERA	CJUSD	Vice President
FRANK A. IBARRA	CJUSD	Member
PATT HARO	CJUSD	Alternate
PATTY HOLOHAN	RUSD	Clerk
DONNA WEST	RUSD	Member
JIM O'NEILL	RUSD	Alternate
SHARON BANNISTER	Y-CJUSD	President
JANE SMITH	Y-CJUSD	Member
DR. CHUCK CHRISTIE	Y-CJUSD	Alternate

DR. STEPHANIE HOUSTON, SUPERINTENDENT



*Colton-Redlands-Yucaipa
Regional Occupational Program*

AGENDA

REGULAR BOARD MEETING
July 12, 2017
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 (Vice President) _____
Frank Ibarra (Member) _____
Patt Haro (Alternate) _____

Redlands Unified School District

Patty Holohan (Clerk) _____
Donna West (Member) _____
Jim O'Neill (Alternate) _____

Yucaipa-Calimesa Joint Unified School District

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

1.2 Pledge of Allegiance

SESSION TWO -PRESENTATIONS TO THE BOARD

2.1 Introduction of New Employees

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 - #4.24

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 June 14, 2017 Regular Board Meeting (Houston) (pg. 1-8)
- 4.2 **Approve** Conferences > \$300 (Houston) (pg. 9-10)

BUSINESS AND FINANCIAL FUNCTIONS

- 4.3 **Approve** Expenditure Batches #405 - #433 and Authorize Superintendent to Sign Them (Gonzalez) (pg. 11-23)
- 4.4 **Approve** 2017-2018 Safety Plan (Gonzalez) (pg. 24-50)
- 4.5 **Approve** Renewal/Continuance of Dues and Memberships (Gonzalez) (pg. 51-52)
- 4.6 **Ratify** Agreement with Fuel Education Online Educational Products and Services (Padilla) (pg. 53-56)
- 4.7 **Ratify** Agreement with Chaffey Community College District for Xtreme Summer Camp (Mortensen) (pg. 57-64)
- 4.8 **Ratify** Consultant Agreement with Jerry Lerouge for CPR Training Courses (Mortensen) (pg. 65-69)
- 4.9 **Ratify** MOU with the Carl D. Perkins Consortium (Mortensen) (pg. 70-71)
- 4.10 **Ratify** MOU with City of Redlands for a Youth Employment Program (Mortensen) (pg. 72-74)
- 4.11 **Ratify** MOU with Contra Costa Office of Education for GED HiSET Testing (Mortensen) (pg. 75-77)

4.12 **Ratify** MOU with John Muir Charter School for GED HiSET Testing (Mortensen) (pg. 78-80)

4.13 **Ratify** MOU with Loma Linda University Occupational Medical Center (Mortensen) (pg. 81-84)

EDUCATIONAL SERVICES FUNCTIONS

4.14 **Accept** Donation (Gonzalez) (pg. 85)

4.15 **Approve** Cyber Security Education Program Stipend (Tsushima) (pg. 86)

4.16 **Approve** Invitation to Serve on a WASC Accreditation Team – Melissa Dix (Tsushima) (pg. 87-88)

4.17 **Approve** Invitation to Chair a Mid-Cycle WASC Team - Carol Tsushima (Houston) (pg. 89-90)

PERSONNEL FUNCTIONS

4.18 **Approve** Revised Job Description - Students Accounts Technician (Houston) (pg. 91-95)

4.19 **Approve** New Job Description - Facilities Planner (Houston) (pg. 96-99)

4.20 **Ratify** Certificated Hourly/Substitute Employment (Houston) (pg. 100)

4.21 **Ratify** Classified Hourly/Substitute Employment (Houston) (pg. 101)

4.22 **Approve** Certificated Employment (Houston) (pg. 102)

4.23 **Approve** Classified Employment (Houston) (pg. 103)

4.24 **Approve** Revision(s) and/or Reclassification(s) of Employees (Houston) (pg. 104-105)

DEFERRED ITEMS

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

SESSION FIVE - ACTION ITEMS

BOARD AND ADMINISTRATIVE FUNCTIONS

- 5.1 **Approve** Withdrawal from Council on Occupational Education Accreditation (Houston) (pg. 106)
- 5.2 **Approve** Delay of Updated Cell Phone Board Policy (Houston) (pg. 107)
- 5.2 **Approve** Change of Date/Time of Regular Board Meeting (Houston) (pg. 108)

PERSONNEL FUNCTIONS

- 5.4 **Adopt** Resolution #17-10 Elimination of Classified Position (Houston) (pg. 109-110)

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
June, 2017** (Gonzalez) (pg. 111-113)
- 6.2 **Conferences < \$300** (Houston) (pg. 114-115)
- 6.3 **CSBA Board Policy Updates (1st Reading)** (Houston) (pg. 116-190)
- 6.4 **Workability I End of Year Report & Follow Up** (Mortensen) (pg. 191-194)
- 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

ADJOURNMENT

The next Regular Board Meeting of the Colton-Redlands-Yucaipa Regional Occupational Program will be on **August 16, 2017 at 5:30 p.m.** in the Board Room at the ROP Administrative Office, 1214 Indiana Court, Redlands, CA 92374.