

COLTON-REDLANDS-YUCAIPA
REGIONAL OCCUPATIONAL PROGRAM

REGULAR BOARD MEETING

**December 13, 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
December 13, 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

ORGANIZATIONAL MEETING

SESSION TWO - ORGANIZATION OF THE BOARD - ACTION

2.1 Organization of the Board – Election of Officers (pg. 1)

- A. **Elect** President of the CRY-ROP Governing Board for a one-year term. **(Upon election, the new President will take the chair).**

- B. Elect Vice-President for the CRY-ROP Governing Board for a one-year term. (new president)
 - C. Elect Clerk of the CRY-ROP Governing Board for a one-year term. (new president)
 - D. Appoint CRY-ROP Superintendent as Secretary of the CRY-ROP Governing Board for a one year term. (new president)
- 2.2 Designate Location/Date/Time for Regular CRY-ROP Governing Board Meetings for 2018 (new president) (pg. 2-3)

REGULAR MEETING

SESSION THREE -PRESENTATIONS TO THE BOARD

- 3.1 **Audit Report 2016-17 Summary** (Gonzalez)

SESSION FOUR - PUBLIC PARTICIPATION

4.0 **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.

4.1 Hearing of Items on the Agenda

4.2 Hearing of Items Not on the Agenda

SESSION FIVE - CONSENT CALENDAR

The Superintendent Recommends Approval of Consent Calendar Items #5.1 - #5.20

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

- 5.1 Approve Minutes of the November 8, 2017 Regular Board Meeting (Houston) (pg. 4-12)**
- 5.2 Approve Conferences > \$300 (Houston) (pg. 13-16)**
- 5.3 Approve Signature Authorization to Delete Old Board Officers/Add New Board Officers (Houston) (pg. 17-19)**

BUSINESS AND FINANCIAL FUNCTIONS

- 5.4 Approve Expenditure Batches #162 - #188 and Authorize Superintendent to Sign Them (Gonzalez) (pg. 20-41)**
- 5.5 Approve Agreement with Redbird Advanced Learning (Gonzalez) (pg. 42-45)**
- 5.6 Approve Agreement with Orbund, LLC Student Information System (Gonzalez) (pg. 46-61)**

- 5.7 **Approve** Agreement with SBCCD (Mortensen) (pg. 62-65)
- 5.8 **Approve** Acceptance of Funds for CalWORKs (Mortensen) (pg. 66-68)
- 5.9 **Approve** Acceptance of Funds for City of Redlands WEx Program (Mortensen) (pg. 69-71)
- 5.10 **Approve** Acceptance of Funds for Regional Advisory Community (Tsushima) (pg. 72-81)

EDUCATIONAL SERVICES FUNCTIONS

- 5.11 **Approve** Field Trips as Presented (Tsushima) (pg. 82-83)
- 5.12 **Accept** Donations (Tsushima) (pg. 84)
- 5.13 **Approve** 2018 Spring Course Offerings (Tsushima) (pg. 85-86)

PERSONNEL FUNCTIONS

- 5.14 **Ratify** Classified Hourly/Substitute Employment (Koger) (pg. 87)
- 5.15 **Ratify** Request for Leave of Absence Revision (Koger) (pg. 88)
- 5.16 **Accept** Resignation of Classified Employee (Koger) (pg. 89)
- 5.17 **Accept** Resignation of Professional/Technical Employee (Koger) (pg. 90)
- 5.18 **Approve** Job Description - Update, Teacher, Facilities Worker, Project Analyst (Koger) (pg. 91-101)
- 5.19 **Approve** Job Description – New, Trainer (Koger) (pg. 102-103)
- 5.20 **Approve** Compensation Notes 2017-2018 Revision (Koger) (pg. 104-105)

DEFERRED ITEMS

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

ADJOURNMENT

The next Regular Board Meeting of the Colton-Redlands-Yucaipa Regional Occupational Program will be on **February 14, 2018 at 5:30 p.m.** in the Board Room at the ROP Administrative Office, 1214 Indiana Court, Redlands, CA 92374.