



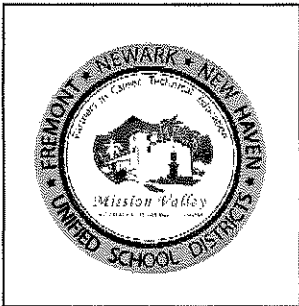
Mission Valley ROP

Thursday, April 18, 2013

4:30 p.m. Governing Council Meeting

MVROP Board Room

(510) 657-1865 Ext. 15141



Agenda

Regular Meeting of the Governing Council
Mission Valley Regional Occupational Center/ Program
MVROP Board Room
Thursday, April 18, 2013
Regular Meeting (Open Session) – 4:30 p.m.
Closed Session -Immediately Following

Call to order _____ p.m.

Pledge of Allegiance

Roll Call:

_____ Jonas Dino, President
_____ Larry Sweeney, Vice President
_____ Nancy Thomas, Clerk
_____ Other

Approval of Agenda:

Motion: _____
Second: _____
Vote: _____

Communication:

- a. Items from the Staff
- b. Oral Communication
 - *Presentation in Recognition of the Union City Police Department*
- c. Written Communication
 - *“California Body Shop Wins Award from Mission Valley Vocational School”, www.bodyshopbusiness.com, April 4, 2013*
 - *“T.G.I.F. Body Shop Recognized with Educational Partner Award”, www.fenderbender.com, April 5, 2013*
- d. Items from the Board
- e. Public Comment
 - Blue Speaker Card – Items on the agenda
 - Green Speaker Card – Items not on the agenda

Consent Calendar:

- a. **Minutes:**
Approve minutes from the Governing Council meeting on March 21, 2013.
- b. **Business and Finance:**
 - B&F#1 Approve Purchase Orders over \$5,000
 - B&F#2 Approve Warrants \$5,000 and above
 - B&F#3 Adopt Resolution No. 17-1213
Accept Donations to Mission Valley ROP
 - B&F#4 Adopt Resolution No. 18-1213
Balance/ Reserves for Proposition 1D Career Technical
Education Facilities Program

- c. **Employment and Personnel:**
E&P#1 Approve Report of Classified Personnel Actions

End of Consent Calendar:

Motion: _____
Second: _____
Vote: _____

Board comments on Consent Calendar:

Business and Finance #1

Information

Review Budget Modification Plan

Board Requests

Adjourn to Closed Session: _____ p.m.

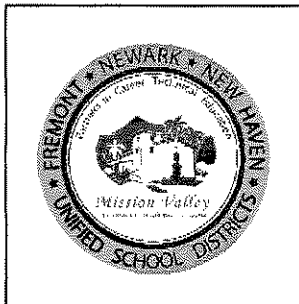
Agenda _ Closed Session

The Board of Education may adjourn to closed session during this meeting pursuant to Government Code Section 3549.1 to discuss and/ or give direction to its representatives. During adjournment to Closed Session the Council will consider and/ or take action upon:


- *Superintendent Search
(Government Code Section 54957)*

Reconvene to Open Session: _____p.m.

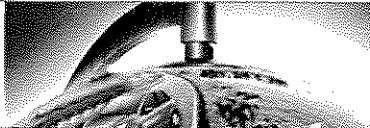
Meeting adjourned: _____pm






Communication



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News

California Body Shop Wins Award from Mission Valley Vocational School

4/4/2013

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Mission Valley ROP, a vocational school located in Fremont, Calif., has awarded its Platinum Educational Business Partner Award to T.G.I.F. (To Get It Fixed) Body Shop Inc. The award was presented on March 14 during Mission Valley ROP's Spring Career and Technical Education (CTE) Advisory Meeting.

The award highlights the type of relationship that is critical for the ongoing success of career technical education programs, and the positive benefits that result for the students, community and local economy.

For more than 15 years, Kathy Mello, owner of T.G.I.F. Body Shop, has demonstrated unwavering support of Mission Valley ROP and its programs by supporting instruction and providing industry-relevant feedback to maintain program curriculum. In addition, T.G.I.F. has created a student scholarship in memory of an instructor's loved one, sponsored students to compete in the annual Toys for Tots charity event, contributed numerous equipment donations, served as an active advisory member for nearly 20 years, and made a commitment to the local community with the gainful employment of program graduates.


"Kathy Mello's commitment to community and generosity often seems to have no bounds," said Liz Stein, vice president of industry relations, Assured Performance Network. "She's an industry leader, and we are happy to see her honored for such a prestigious award."

More information:


[Mission Valley ROP](#)

[T.G.I.F. Body Shop](#)

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T.G.I.F. Body Shop Recognized with Educational Partner Award

April 5, 2013—To Get It Fixed (T.G.I.F.) Body Shop Inc., of Fremont, Calif., was awarded the Mission Valley ROP Platinum Educational Business Partner Award earlier last month.

Kathy Mello, owner of T.G.I.F. Body Shop, was recognized for her unwavering support of Mission Valley ROP through her support of instruction and providing industry-relevant feedback to maintain program curriculum.

T.G.I.F. Body Shop has also created a student scholarship in memory of an instructor's family member, competed in the annual Toys for Tots charity event, donated numerous equipment, and served as an active advisory member for nearly 20 years.

The Platinum Educational Business Partner Award highlights relationships that contribute to the success of career technical education programs, and the positive benefits that result for the students, community and local economy.

Kathy Mello accepted the award at the Mission Valley ROP's Spring Career and Technical Education Advisory Meeting on March 14.

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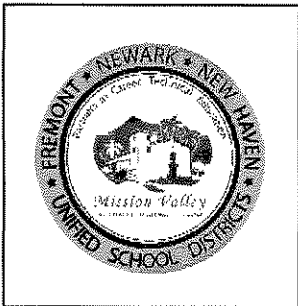
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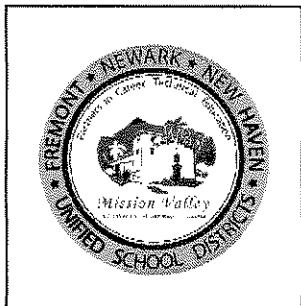
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MOST VIEWED

1. Volvo Develops Car-Enveloping Airbag Technology
2. ASA to Make Significant Changes to NACE



Consent Calendar



Minutes

**Regular Meeting of the Governing Council
Mission Valley Regional Occupational Center/ Program
Thursday, March 21, 2013**

Member Dino called the meeting to order at 4:09 p.m.

Present:

Jonas Dino, President
Larry Sweeney, Vice President
Nancy Thomas, Clerk

Approval of Agenda:

Member Thomas made a motion to approve all items on the March agenda. Member Sweeney made a second to approve the motion. Members voted 3-0 to approve all items on the March agenda.

Communication:

a. **Items from Staff:**

Around the Campus

MVROP Superintendent Murchison shared that MVROP had recently made a presentation to the NHUSD Board of Education regarding MVROP and its programs.

MVROP Spring CTE Advisory Meeting

The MVROP Spring CTE Advisory Meeting was collectively conducted for all career pathways on Thursday, March 14, 2013 at 6:30 p.m. on the MVROP Main Center Campus. There were over 140 people present for the event.

WASC Mid-Year Review Report

MVROP has sent out its Mid-Year Review WASC Report to its visiting committee members. The committee will be visiting the MVROP main center campus on April 23, 2013.

Project Lead the Way

MVROP has hired two Project Lead the Way instructors for the 2013-2014 school year. We are also talking with other key businesses about providing support for the pathway.

Campus Tours Continue

Superintendent Murchison shared he, Superintendent Morris, and Lily Mei had recently taken a tour of the Intermatix facility. They are interested in supporting education. A group of Intermatix employees will now take a tour of the MVROP center campus to learn more about our programs and students on April 11, 2013.

b. **Written Communication**

MVROP PR Administrator, Allison Aldinger, shared the following items with the Governing Council:

- *“Mission Valley Presents T.G.I.F. Body Shop, Inc. Platinum Educational Business Partner Award, March 15, 2013*

c. **Items from the Board:**

Member Thomas shared that Phil Morales has been named the new incoming Principal of Newark Memorial High School.

Member Thomas requested to have an account/ log-in access to the online sexual harassment prevention training MVROP utilizes. Phil Subasa provided the log-in account information for Member Thomas.

Member Jonas shared that he was pleased with the presentation that was given to the NHUSD Board of Education. He acknowledged that due to the protesting taking place at the meeting, some of the message may not have been absorbed by his fellow board members and he requested for an additional follow-up presentation to be given at a later date.

d. **Public Comment:**

None

Consent Calendar:

Member Thomas made an inquiry regarding whether warrants \$5,000 and below could be provided to the Governing Council. MVROP Director of Business Services, Marie dela Cruz, stated she would provide this information to the Governing Council as a separate PDF document.

Member Sweeney made a motion to approve all items in the Consent Calendar. Member Thomas made a second to approve the motion. Members voted 3-0 to approve all items in the Consent Calendar.

Business and Finance #1

Budget Modification Plan

MVROP Director of Business Services, Marie dela Cruz, shared Business and Finance Item #1 and about the current California senate bill which would specify that CTE funding be used only for CTE purposes.

This is an information only item.

Business and Finance #2

Review and Approve Certification of Second Interim Financial Report

MVROP Director of Business Services, Marie dela Cruz, reviewed Business and Finance #2 and answered subsequent Board inquiries regarding the Certification of the Second Interim Financial Report.

The Governing Council shared its pleasure at the results of the report’s findings and its confidence in MVROP Business Director Marie dela Cruz’s clear, concise, and organized approach to MVROP’s finances. Member Sweeney shared he has never had any concerns about MVROP’s transparency and accuracy pertaining to the budget under Mrs. Dela Cruz’s direction.

Member Sweeney made a motion to approve the positive Certification of the Second Interim Financial Report. Member Thomas made a second to approve the motion. Members voted 3-0 to approve the positive Certification of the Second Interim Financial Report.

Board Requests

Member Dino requested for IT Manager, Phil Subasa and Program Coordinator, James Briano to speak with Raymond Mar and his NHUSD Technology Committee about the use of Apple devices to aid instruction in the classroom and how it is being utilized at MVROP. PR Administrator will extend an invitation to have these individuals visit MVROP classrooms to observe the technology.

Member Thomas expressed that she has been very happy with the proactive communication that is being conducted through press releases and community announcements. She felt it is critical to maintain and reflects a lot of hard work by PR Administrator Allison Aldinger. Member Thomas echoed this, and stated if their PIO had not retired, they would not have had such a large protest at the meeting over the potential renaming of a school. Member Sweeney agreed.

Adjourn to Closed Session at 4:54 p.m.

Open Session was reconvened at 5:18 p.m.

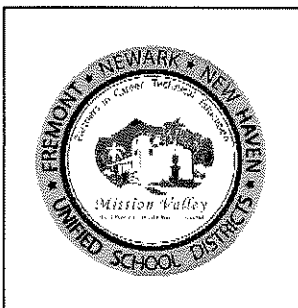
No formal action was taken.

The meeting was adjourned at 5:18 p.m.

Jonas Dino, President

Larry Sweeney, Vice President

Nancy Thomas, Clerk



Business and Finance

MISSION VALLEY ROP

**PURCHASE ORDER REPORT
PURCHASE ORDER'S OVER \$5,000
BOARD MEETING - APRIL 25, 2013
PO PERIOD: MARCH 12, 2013-APRIL 11, 2013
AGENDA ITEM - B&F #1**

PO NUMBER	VENDOR NAME & ACCOUNT CODE	DESCRIPTION	AMOUNT
134861	PALACE OFFICE INTERIORS 81-0635-0-6999-8501-4310-660-6430 81-0635-0-6999-8501-4410-660-6430	PROP 1D PROJECT, BUILDING 4 FURNITURE	\$ 12,315.74
135211	COMPUTER PRO 81-0635-0-6999-8501-4420-660-6430	PROP 1D PROJECT, BUILDING 4 COMPUTERS	\$ 40,635.30

Mission Valley ROP
Warrants \$5,000 and above
Fiscal Year 12-13

B&F #2
April 18, 2013

Date	Warrant #	Vendor	Purpose	Amount	PO number
3/25/13	50231762	Apple Computer	5 iMacs for Video Production	\$ 14,398.05	134374
4/2/13	50232002	New Haven USD	Transportation	\$ 5,259.80	130730
4/9/13	50232128	Computer Pro	5 Computers for Graphics/Sound design	\$ 5,410.05	134865
4/9/13	50232128	Computer Pro	35 Computers for Digital Photo @ AHS	\$ 32,427.50	134650

	Information
X	Action
	Presentation

**MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM
BOARD OF EDUCATION**

A G E N D A I T E M

B&F #3

DATE OF BOARD MEETING: April 18, 2013

TITLE: Adopt Resolution No. 17-1213
 Accept Donations to Mission Valley ROP

Background:

Education Code 635160 authorizes governing boards of any school district to initiate and carry on any program, activity or to act otherwise in any manner that is not in conflict with or inconsistent with or preempted by any law and that is not in conflict with the purpose for which school districts are established. Acceptance of gifts to the school district is within the permissive authority granted Boards of Education in the permissive code embodied in Education Code 35160.

Current Status:

<u>Donated to</u>	<u>Donated by</u>	<u>Item</u>
Video Production	Students	\$105.00
MVROP Construction	UA Local Union 342	\$1200.00

Recommendation:

Staff recommends acceptance of the aforementioned donations to Mission Valley Regional Occupational Program.

Marie dela Cruz, 657-1865	ROP Center	Bus. Svcs. Pete Muchison
Staff Contact Person	Department	Division Superintendent

FOR MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

Sheila Jordan
County Superintendent of Schools
313 West Winton Avenue
Hayward, CA 94544-1198

Fremont, California

Date: April 18, 2013

Pursuant to the provision of the Education Code Section 42600, we, the undersigned, constituting a majority of the members of the governing board of the above-named district, do hereby transmit this resolution requesting an increase in income of said school district for the following reasons:

Local Income

<u>INCOME APPROPRIATION</u>	<u>ACCOUNT NO.</u>	<u>AMOUNT</u>
Local Income	81-0635-0-xxxx-0000-8699-xxx-0000	1,305

<u>EXPENDITURE APPROPRIATION</u>	<u>ACCOUNT NO.</u>	<u>AMOUNT</u>
Video Production - Feist	81-0635-0-6106-1001-4310-660-6998	105
Construction	81-0635-0-6706-1001-4310-660-6998	<u>1,200</u>
		1,305

Respectfully submitted,

Clerk of the Governing Council
Mission Valley ROP
Alameda County, State of California

_____ Request Approved

_____ Not Approved

Posted by: _____

Information
 Action
 Presentation

**MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM
BOARD OF EDUCATION**

**AGENDA ITEM
B&F #4**

DATE OF BOARD MEETING: April 18, 2013

TITLE: Resolution #18-1213 Intra-Budget Transfer from Fund
Balance/Reserves for Proposition 1D Career Technical Education
Facilities Program

Background:

On June 20, 2007, MVROP Governing Council approved the use of reserves to match funds for Round 1 of the Proposition 1D Career Technical Education Facilities Program (CTEFP) for the Fire Science and Auto Tech/Auto Body Programs. Mission Valley ROP is required to match 50% of the total approved project costs of \$1,830,000 for new construction of buildings 5, 9A and 9C and \$988,876 for modernization of buildings 2, 2B and 3. MVROP's match of \$915,000 for new construction and \$494,438 for modernization for a total of \$1,409,438 was designated in Capital Outlay Reserves.

On April 23, 2008, MVROP Governing Council approved the use of reserves to match funds for Round 2 of the Proposition 1D Career Technical Education Facilities Program (CTEFP). Mission Valley ROP is required to match 50% of the total approved project costs of \$1,395,000 for the new construction of building (K)4 for Fashion Merchandising/Interior Design. MVROP's match of \$697,500 was designated in Capital Outlay Reserves.

Current Status:

Mission Valley ROP is transferring from the Fund Balance/Reserves \$12,317 for Building 4 furniture. This is part of the Proposition 1D Career Technical Education Facilities Program.

Recommendation:

Staff recommends approval of Resolution #18-1213 to transfer from MVROP's fund balance/reserves to the 2012-13 operating budget for Building 4.

Marie dela Cruz, 657-1865 x15145	ROP Center	Business Services	Pete Murchison
Staff/Contact Person	Location	Division	Superintendent

FOR MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

Sheila Jordan
County Superintendent of Schools
313 West Winton Avenue
Hayward, CA 94544-1198

Fremont, California

Date: April 18, 2013

Pursuant to the provision of the Education Code Section 42602, we, the undersigned, Constituting a majority of the members of the governing board of the above-named district, do hereby transmit this resolution requesting a transfer in the amount and between the classifications of the budget of said school district indicated herein for the following reasons:

Prop 1D Projects

TRANSFER FROM	AMOUNT	TRANSFER TO	AMOUNT
81-0635-0-0000-0000-9790-000-0000	12,317		
		81-0635-0-6999-8501-4310-660-6430	11,445
		81-0635-0-6999-8501-4410-660-6430	<u>872</u>
			12,317

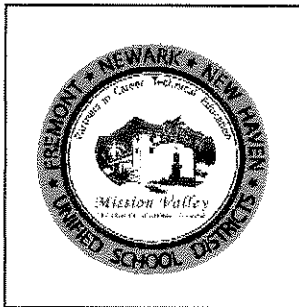
Respectfully submitted,

Clerk of the Governing Council
Mission Valley ROP
Alameda County, State of California

_____ Request Approved

_____ Not Approved

Posted by: _____



Employment Personnel

MISSION VALLEY REGIONAL OCCUPATIONAL CENTER/PROGRAM
GOVERNING COUNCIL

AGENDA ITEM

_____ Information

Date: April 18, 2013

 X Action

Title: REPORT OF CLASSIFIED PERSONNEL ACTIONS

Background:

The Governing Council has delegated authority to the ROP staff to take certain actions on its behalf related to Classified Personnel activities such as appointments, changes of status, resignations, requests for leaves, and retirements.

ROP staff are authorized to take personnel actions in the interest of operational necessity. Following those actions, staff reports to the Governing Council and recommends they approve prior actions.

Current Status:

A report of Classified Personnel actions is submitted, recommending approval of prior actions taken by ROP staff.

Recommendation:

Approve Classified Personnel recommendations for: *Leave of Absence.*

Marie dela Cruz
(510) 657-1865

Classified Personnel
Division

Pete Murchison
Superintendent

ECL 1

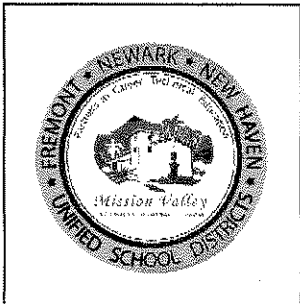
CONSENT ITEMS
MISSION VALLEY ROP

Classified Personnel

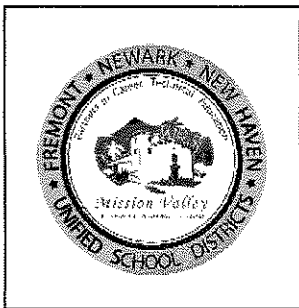
Leave of Absence

NAME	POSITION	HOURS	SUPERVISOR	EFFECTIVE DATE
Ghazal Yousofy	Accounting Technician	8 hrs/day	Marie dela Cruz	March 21, 2013 – April 19, 2013

(con4apr12.13)



Business and Finance



Business and Finance #1

MISSION VALLEY ROP
BOARD OF EDUCATION

 X Information
 Action
 Presentation

AGENDA ITEM
BUSINESS & FINANCE #1

Date of Board Meeting: April 18, 2013

TITLE: Review Budget Modification Plan

Background:

The budget act in February 2009 included two budget years (2008-09 and 2009-10). MVROP received a 15.4% midyear cut to 2008-09 revenues and an additional 4.5% cut to 2009-10 revenues. The cost of living adjustment was not funded in either year (a loss of 5.66% for 2008-09 and another 4.25% for 2009-10), and due to declining enrollment statewide, ROCPs had a negative adjustment of .63% in 2008-09. In addition to these tremendous cuts, ROCPs became part of the flexibility provisions in categorical program funding effective 2008-09 through 2014-15.

Superintendent's Council and MVROP Budget Committee have been working with Board, staff, and community members to identify potential budget modifications to address the loss in funding from the State of California. The State budget situation is continually changing due to increasing state budget deficits and uncertain tax receipts.

On November 6, 2012, the voters passed the Governor's tax measure, Proposition 30, and there will be no midyear cuts. More details will be provided in the coming months to implement the provisions of Proposition 30.

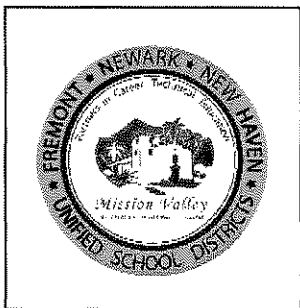
Current Status:

The Governor is scheduled to present his May Revised Budget in mid May.

Recommendation:

None. Presented to Governing Board for information only.

Marie dela Cruz, 657-1865 x15145	ROP Center	Business Services	Pete Murchison
Staff/Contact Person	Location	Division	Superintendent



End of Board Packet