

**Regular meeting of the Governing Council
Mission Valley Regional Occupation Center/ Program
Wednesday, June 25, 2008**

Member Larry Sweeney called the meeting to order at 3:33pm.

Present: Larry Sweeney, Clerk
Jenn Stringer, Vice President
Janice Schaefer, Alternate

Approval of Agenda:

Vice-President Jenn Stringer made a motion to approve all items on the June agenda. Member Janice Schaefer made a second to approve the motion. Members voted 3-0 to approve all items on the agenda.

Communication:

Superintendent Brown suggested that the Bridgestone Scholarship presentation portion of oral communication be moved to the beginning of the agenda. The Board agreed.

a. Items from Staff:

Report from Superintendent Charles Brown:

Introduction of new Director of Educational Services

Superintendent Brown introduced Shelley Adams, former MVROP Adult Program Coordinator, as the new incoming Director of Educational Services. The Adult Program Coordinator position is now vacant. MVROP is presently interviewing 5 in-house candidates. Four of the candidates for the position are from MVROP, and one is presently employed with FUSD. Superintendent Brown stated that the decision to interview solely in-house for the Adult Program Coordinator position was a compliment to the skills and capabilities of the many highly-qualified employees of MVROP.

Strategic Planning Meeting

Superintendent Brown announced to the Board that there would be a Strategic Planning Meeting to take place at MVROP on August 18th and 19th, 2008. There is to be a total of 18 people present. The 18 individuals will be made up of MVROP instructors, classified employees, and administration. Mr. Brown is currently in negotiations with the facilitator for the two-day meeting.

Prop 1 D Project Update

Superintendent Brown presented the Master Plan Update for the Prop 1 D construction project for the Kennedy Technology buildings. This shall be shared as an information item. There were increased costs over the

original budget. The entire plan will be scaled down to reflect the needs of the programs and the requirements of the grant.

Recent MVROP Events

Superintendent Brown also updated the board on the successful MVROP events that had recently taken place. The Annual Forensics Challenge took place on Tuesday, May 17th on the MVROP campus. This event had excellent community participation from the FBI, the Alameda County District Attorney, Oakland and Fremont Police Departments, and many other individuals. This year's event had an "Officer involved shooting." There were a couple of great color photos of students in action at the event in the Argus Newspaper. These photos were included in the council board packet. The event was quite impressive and gets bigger and better every year.

The next few events included the MVROP Student of the Year Ceremonies (one for adult and another for high school students) which took place on May 28th and 29th, 2008 at the Newark Hilton Hotel in the Grand Ballroom. The facility was graciously donated by Colleen Ganay of the Newark Hilton Hotel for MVROP's event. Superintendent Brown was impressed with both ceremonies. Both ceremonies ran smoothly and Superintendent Brown was happy to announce that President Ray Rodriguez was in attendance at both ceremonies. The students and their families had an excellent time celebrating the special occasion. It truly is an event that students look forward to every year.

The final event to finish off the 2007-2008 school year was the surprise retirement celebration dinner for Rick Herrmann which took place on Friday, June 19th, 2008 at China Chili's Restaurant. At the event, Rick was bestowed the time honored "retirement clock" as a parting gift for his years of service in addition to an engraved gold compass.

b. **Oral Communication:**

Retirement Presentation for Rick Herrmann

Superintendent Brown shared how instrumental Rick Herrmann has been in developing the many programs of MVROP. He literally has improved each and every program. He has also helped to develop many partnerships with the business community. He has always pushed MVROP to take risks and it has paid off over the years. He has left some very big shoes to fill. Shelley no doubt will do a fine job in continuing the success of MVROP.

Member Larry Sweeney has always been impressed with how much the programs have improved over the years. The opportunities that MVROP has to offer students in career development are truly impressive. The Culinary Arts program and its success no doubt, in Member Larry

Sweeney's opinion, is the icing on the cake when it comes to the vast array of possible opportunities for students to explore. Rick has set the bar very high in terms of standards. Rick's professionalism has been exemplary and he will be missed. Rick was wished the best in his retirement.

Member Janice Schaefer stated that she had served on the board some ten years ago for about 3 years. When looking at the agenda for today's Board meeting, she was impressed with how much MVROP had grown over the years. MVROP has branched out and been very creative with their program planning. She finished by saying that MVROP provides a very important service to the community and to keep up the wonderful work.

Member Jenn Stringer added to what the other board members had expressed by sharing how well MVROP and its staff have been able to "think outside the box" when it comes to their programs. She commended Rick on being a "risk taker" and added that every staff should have one. She loves how entrepreneurial the programs are and that it is something that should be continued.

The governing council presented Rick Herrmann, retiring Director of Educational Services, with a retirement commendation for his years of service to MVROP.

- d. **Items from the Board:**
None
- c. **Written Communication:**
None
- e. **Public Comment:**
None

Consent Calendar:

Janice Schaefer made a motion to approve all items in the Consent Section. Jenn Stringer made a second to approve the motion. Members voted 3-0 to approve all items in the Consent Section. (Janice Schaefer abstained from the May 2008 Board Minutes as she was not present for the meeting.)

Business and Finance #1

Final Budget 2008-2009

Mission Valley ROP submits a final budget for the governing council for adoption at the June meeting each year. The budget for 2008-2009 is in the state required SACS financial reporting software. Estimates for 2007-2008 actuals and budgeted accounts for

2008-2009 are included in the report, along with a criteria and standards review, long term debts, multi year projections and assumptions for income and expenses. The final budget for the state has not been approved.

Marie dela Cruz went over the current and new instructional programs. The state will not be funding a COLA for the next year. There also will be a 6.5% reduction in revenue limit because ROP is considered to be a categorical program for the state. The ADA CAP for the 08/09 school year will be 2,138. There is no growth or excess property tax projected. MVROP will also receive 31% less Carl Perkins funding for the 08/09 school year. MVROP will have a total of 9.3% more revenue from interest and class fees. All together, the total revenue for the 08/09 school year will be \$8,022,375, which is 11.7% less than the 07/08 school year. When reviewing the ADA history of the 3 JPA school districts, there is an apparent growth trend excluding Newark, which has declined over the years. However, MVROP is currently working with Newark on increasing those numbers.

Total expenditures for the 08/09 school year are \$8,150,547. This is 6.9% less than the 07/08 school year. All cuts to expenditures were approved by the budget committee. MVROP was able to save around \$300,000 from the budget freeze that was implemented in early January of 2008.

Expenditures for salaries, benefits, and contracted services make up a total of \$6,519,847. This consists of 80% of MVROP's total expenditures.

The estimated new construction costs for K5, K8, K9 will be a total of \$1, 830, 000. The modernization of K2, K2B, and K3 will total \$988, 875. In addition, the new construction for K4 (pending funding approval) is estimated at \$1,405, 000. For all Prop 1D Project construction, there is a 50-50 fiscal requirement for MVROP. This means that MVROP must share 50% of the total construction cost of the project. MVROP will secure \$700,000 from loans and the remainder will come from reserves. Overall, Marie felt that MVROP is in good fiscal health. There is a 9.75% reserve for economic uncertainties, which is well over the required amount.

The county requires that MVROP project out 2 years. The Alameda County Office of Education is concerned that COLA will not be funded by the state for 08/09 and future years. Because of this, they are advising districts to have alternative plans should COLAs not be funded. If necessary, MVROP would use its reserve for economic uncertainty to cover unfunded COLA.

Member Larry Sweeney thanked Marie for a presentation report that was easy to read and comprehend. He was impressed by the fact that even though MVROP is experiencing a deficit it is offset by a strong reserve. This is also supported by every effort being made to pursue all funding support for new projects.

Member Janice Schaefer echoed these sentiments and added that unfortunately, deficit spending is where most school districts are at this current point of time.

Member Jenn Stringer inquired whether MVROP's ADA based on the number of enrolled students is comparable with the sizes of school districts and available students. Superintendent Brown responded by stating that MVROP is considered to be a high participating ROP, the 5th highest in the state per 9th and 12th grade enrollment. However, there still is plenty room for growth. Fremont Unified School District's numbers have grown steadily. MVROP would love to see 80-90% junior and senior students take career technical education courses.

Member Larry Sweeney agreed with this statement and added that it would be good for students to have core classes and technical education classes together. It would be a beneficial mix.

Member Janice Schaefer inquired as to whether the decrease in Newark Unified's ADA has been a result of changing administration, to which Superintendent Brown responded "yes".

Member Janice Schaefer made a motion to approve the Final Budget 2008-2009. Member Larry Sweeney made a second to the motion. Members voted 3-0 to approve the Final Budget 2008-2009.

Board of Education #2

Emergency Resolution #24-0708

Member Larry Sweeney commented that he had posed several questions regarding the resolution which had been answered with great speed and detail by Marie dela Cruz and Allison Aldinger. It was greatly appreciated.

Member Larry Sweeney made a motion to approve the Emergency Resolution #24-0708. Member Janice Schaefer made a second to the motion. Members voted 3-0 to approve Emergency Resolution #24-0708.

Board of Education #1

Update of the Master Plan

MVROP has contracted with Loving & Campos Architects (LCA) to complete plans and specifications for all first round Prop 1D Projects. Marie dela Cruz shared that there would be more changes to the plans the governing council had previously approved. A new set of plans would be presented once those plans are received. They will most likely look very similar to the original Master Plan. Instructors that are currently housed in the K buildings have provided their feedback and suggestions for the Master Plan. Superintendent Brown pointed out part of the hurdle that MVROP has been experiencing with the building process stems back to the advice they were given by the state. The state representative directed MVROP to do the grant application first and then hire an architect; when in reality it should have been the opposite.

There are many details regarding the construction that will require more work. The architect suggested combining the K5 and K8 buildings to improve function, cost, and efficiency. This would combine the EMT and Fire Science programs into one building. They would share storage areas, restrooms, and supplies.

Other details include landscaping and paving on some areas. Very thick asphalt is required to hold the weight of a fire truck. The vandal watch house is included in the demolition plans. This has been approved by both Kennedy High School and FUSD. The vandal watch resigned his position which helps the timeline for demolition. Any updates to the plans will be shared in the future.

The meeting was adjourned 4:34pm.

Ray Rodriguez, President

Jenn Stringer, Vice President

Larry Sweeney, Clerk