

**Regular meeting of the Governing Council
Mission Valley Regional Occupational Center/ Program
Thursday, September 17, 2009**

Member Rodriguez called the meeting to order at 5:06pm.

Present: Ray Rodriguez, President
Kevin Harper, Vice President
Larry Sweeney, Clerk
Nancy Thomas, Alternate
Lily Mei, Alternate

The Board noted that there would be no closed session for the September meeting.

Approval of Agenda:

Board members discussed the best time to hold closed session. It was agreed that from now on, when closed session is necessary, it is to be scheduled to take place ten minutes after the regular meeting.

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

Communication:

a. **Items from Staff:**

Reports from Superintendent Charles Brown:

Fire Engine Donation from Fremont Fire Department

Superintendent Brown thanked the Fremont Fire Department for providing a fire engine to MVROP therefore providing relevant opportunities for hands-on experience.

Tentative Fire Science Garage Dedication

Superintendent Brown shared the tentative plans to dedicate the Fire Science Garage, to be completed as part of the Prop 1D Project Construction, to Tom Marovich.

2009 MVROP Teacher of the Year

Superintendent Brown announced to the Board that Dr. Cliff Adams-Hart would be named the 2009 MVROP Teacher of the Year at the ACOE Teachers of the Year Ceremony on Thursday, October 8th at the ACOE Building.

Staff Retirement

Superintendent Brown updated the Board that Ms. Bobbie Lawrence would be retiring from MVROP after twelve years of service on Monday, October 12, 2009.

MVROP 40th Anniversary

Superintendent Brown announced to the Board that Mission Valley ROP, as of this year, has been in operation for forty years providing quality career technical education to the community.

MVROP 2009-2010 Back to School Update

Superintendent Brown updated the Board about the successful start to the 2009-2010 school year for high school and adult courses.

MVROP Budget Update

Superintendent Brown updated the Board regarding the status of the MVROP budget with specifics to Calworks funding, MVROP base funding, the approved budget's solvency and federal maintenance of effort requirements.

Prop 1 D Project Update

Superintendent Brown updated the Board that plans had been submitted to the Office of Public School Construction (OPSC) for approval.

WASC Evaluation

Superintendent Brown shared Mission Valley ROP's WASC "Focus on Learning" process with the Board.

b. **Oral Communication:**

Margie Trujillo, Mission Valley ROP Coordinator, provided an update regarding MVROP 2009/2010 Summer School to the Board.

c. **Written Communication:**

At the request of Member Rodriguez, all Written Communications items were reviewed with the Board.

Allison Aldinger, MVROP PR Administrator, reviewed the following Written Communication item with the Board:

- *"Sherlock Holmes Wouldn't Have a Clue" Tri-City Voice, June 3, 2009*

Superintendent Brown shared the following Written Communication items:

- *"Fatal Firefighting Accident Claims Life of Former Mission Valley ROP Fire Science Student" MVROP Press Release, July 24, 2009*
- *"Firefighter Proudly Followed Footsteps of His Father, Friends and Family Say" The Argus, July 25, 2009*
- *"Mission Valley ROP Celebrates 40 Years of Career Technical*

Education” August 2009 Newark Chamber of Commerce Voice of Business Newsletter

- *“CTE: Economic Recovery and Growth” Techniques Magazine, September 2009*
- *Letter from Alameda County Office of Education, August 28, 2009*

Following the review of all Written Communication items, further discussion took place regarding the ACOE letter pertaining to the 2009-2010 Adopted Budget.

Member Mei left the meeting at 5:37pm.

d. **Items from the Board:**

Member Sweeney shared that Fremont USD did not approve the solar contract and reasoning for this decision.

Member Rodriguez commented about the loss of former student, Tom Marovich and supported the tentative proposal to dedicate the new Fire Science Garage in his honor.

e. **Public Comment**

None

Consent Calendar:

Member Harper brought up the June 23, 2009 Governing Council Minutes.

(Note: At the request of Member Harper, board members agreed for future minutes to be action item only.)

Member Harper made a motion to approve the June 2009 Governing Council Minutes.

Member Sweeney made a second to approve the motion. Members voted 3-0 to approve the June 2009 Governing Council Minutes.

Member Harper pulled Business and Finance Items:

#3 (Approve 2009/2010 Cosmetology Contract), #6 (Approve Memorandum of Understanding between MVROP and Direct Support Professional Trainers (DSP)) and #9½ (2008-09 Year End Budget Transfers).

Member Sweeney pulled Business and Finance Items:

#4 (Approve Services Agreement between MVROP and Miller, Brown & Dannis) and #6 (Approve Memorandum of Understanding between MVROP and Direct Support Professional Trainers (DSP)).

These items held further discussion and clarification from staff.

Member Harper made a motion to approve Business and Finance Items #1, #2, #5, #7 through 9 and #10, in addition to all Curriculum and Instruction, and Employment and

Personnel Items. Member Sweeney made a second to approve the motion. Members voted 3-0 to approve Business and Finance Items #1, #2, #5, #7 through 9 and #10, in addition to all Curriculum and Instruction, and Employment and Personnel Items #1 through 4.

Member Harper made a motion to approve Business and Finance Items #3, #4, #6, and #9½. Member Sweeney made a second to approve the motion. Members voted 3-0 to approve Business and Finance Item #3, #4, #6, and #9½.

Member Thomas left the meeting at 5:56pm.

Business and Finance #1

**Review and Approve Unaudited
Actuals for 2008 – 2009**

Marie dela Cruz, MVROP Business Services Director, reviewed Business and Finance Item #1 and answered subsequent Board inquiries.

Member Harper made a motion to approve the Unaudited Actuals for 2008 – 2009. Member Sweeney made a second to approve the motion. Members voted 3-0 to the Unaudited Actuals for 2008 – 2009.

Business and Finance #2

**Review and Approve 2009-10
Budget Revisions**

Marie dela Cruz, MVROP Business Services Director, reviewed Business and Finance Item #2 and answered subsequent Board inquiries.

At Member Harper's request, the Board agreed upon the need for staff to create a board policy relative to adult student rates and fees to be presented at the November 2009 Governing Board meeting.

Member Harper made a motion to approve the 2009-10 Budget Revisions. Member Sweeney made a second to approve the motion. Members voted 3-0 to approve the new dates for the 2009-10 Budget Revisions.

Business and Finance #3

**Review Budget Modification
Process**

Superintendent Brown reviewed Business and Finance Item #3 and answered subsequent Board inquiries.

Upon Member Harper's request, the Board is to receive a plan for midyear cuts from staff at the October meeting.

Item is Information Only

Board of Education #1

**Approve Date and Time for
November 2009 Governing
Council Meeting**

Superintendent Brown reviewed Board of Education Item #1 with the Board, recommending the November 2009 meeting be held on November 18, 2009 at 3pm.

Member Sweeney made a motion to approve the Date and Time for the November 2009 Governing Council Meeting. Member Sweeney made a second to the motion. Members voted 3-0 to approve the Date and Time for the November 2009 Governing Council Meeting.

Board requests:

A first draft of the MVROP Reserve Policy will be presented to the Board in the November 2009 Governing Board meeting, per the request of Member Harper.

Member Rodriguez requested for the Bobbie Lawrence retirement invitation and the 2009 MVROP Open House announcement be forwarded to the Governing Board Members.

The meeting was adjourned 7:01pm.

Ray Rodriguez, President

Kevin Harper, Vice President

Larry Sweeney, Clerk