

**Regular Meeting of the Governing Council  
Mission Valley Regional Occupational Center/Program  
Wednesday, November 28, 2007**

**President Larry Sweeney called the meeting to order at 3:32 p.m.**

Present: Larry Sweeney, President, FUSD  
Jan Crocker, Vice President, NUSD  
Jenn Stringer, Clerk, NHUSD  
Ray Rodriguez, Alternate, NUSD

**Approval of Agenda:**

*Vice President Crocker made a motion to move Oral Communications to the beginning of the agenda. Clerk Stringer made a second to approve the motion. Members voted 3-0 to move Oral Communications to the top of the agenda.*

**Communication:**

- c. **Oral Communication:**  
Jim Omlid introduced Fire Science Instructors Sal Jacquez and Lori Adkins. Mr. Jacquez has over 30 years experience in Fire Science and Ms. Adkins has 8 years in Fire Science and 20 years experience in Emergency Medical Services. The instructors introduced their students who in turn spoke to the board about their experiences as students in MVROP's Fire Science program. Students, Brittley, Tringali, Laura Escoto, Dallas Andrews and Todd Small, attend Mission San Jose, Kennedy, and Irvington high schools. The course, students stated, provides opportunities to work individually in emergency situations as well as learning to be a team player. Hands-on activities incorporate the use of fire fighting apparatus, search and rescue operation, the use of ladders and pulling hose, skills required for the career, medical training and an in depth study of the fire fighting career. At the end of the course, students will receive certification as a First Responder, the beginning of requirements for a career in fire fighting. Board member Jan Crocker asked what is required, following high school, to pursue the career. Mr. Jacquez said students will leave school with their certification as a First Responder and CPR by the American Heart Association. Although it is a beginning step, it puts our students ahead when they continue their education at a 2-year college. Right now, the fire service will only hire candidates who are paramedics. Jim added that because of the popularity of this program, we have two sections this year. Mr. Jacquez said students in the second year learn driver operations. Mr. Rodriguez asked if the ROP has a means to track

students after they leave the program. Mr. Jacquez said we do keep track of students and have had several former students return to speak to the current students. Mr. Sweeney thanked the students and their instructors for taking time to share their experiences in the Fire Science Program.

*Member Jenn Stringer stated that she will need to leave the meeting by 4:00 p.m. Therefore, members suggested they proceed to Board of Education items on the agenda before addressing the remaining items in the Consent Section.*

## **Board of Education #1**

## **AR 5338 Gang Affiliation/Activity**

Superintendent Brown said while the original policy on gang affiliation served us in our former facility, we felt we needed to include guidelines to follow regarding student clothing, colors, etc. The revision to AR5338 addresses the change. Member Stringer asked what procedures are followed if a student is caught with gang related colors. Are they referred back to their high school or handled at Mission Valley ROP? Mr. Brown said if the student attended Logan High School, we would contact the administration there. Mrs. Crocker asked who determines what is gang related and suggested we add a phrase to the last sentence in the revision as follows: "as determined by the administration." "If a student is suspended from their high school," Mr. Rodriguez asked, "can they continue to attend their ROP class?" Mr. Brown said that would be determined by the high school administrators. Mr. Herrmann said, "We monitor each student if allowed back in following a problem and would probably be put on a contract." "If they are expelled from their district, they could not come back to ROP."

*Member Jan Crocker made a motion to approve the revision to AR 5338 on Gang Affiliation and Activity with the inclusion of the added phrase to the last sentence. Member Stringer made a second to approve the motion. Members voted 3-0 to approve the revision to AR 5338 with the addition to the last sentence to read as follows...as determined by the administration.*

## **Board of Education #2**

## **BP 4162 Vacation Policy**

Mr. Brown opened the discussion by saying the need to address our vacation policy was recommended by our school auditors to reduce our liability for outstanding days. He turned the discussion over to Marie dela Cruz, Business Director. "The revision to our policy," Mrs. Dela Cruz stated, "defines the amount of vacation employees can earn and can carry over. Over the years, our liability has increased. Vacation days would continue to be carried over from one year to the next. It gets more and more difficult to decrease the days carried over. If an employee leaves, the ROP would pay out vacation days accrued at the current rate even though it may have been earned at a lesser rate." Member Crocker asked if ROP hires employees with vacation and sick days or hire under a contract for a required amount of days. Mrs. dela Cruz said teachers do not earn

vacation days. Those earning vacation days are the classified staff, clerical staff, management and operations. Mrs. Crocker asked if everyone earns the same amount of days. Mrs. dela Cruz answered that it depends on the years of service worked. Classified management earns 20 days. Certificated management does have a contract for 246 days and then get 20 days vacation. Their actual work year is for 226 days. Mrs. Crocker suggested the need for more discussion for an equitable work year versus the vacation issue. Mrs. dela Cruz stated the importance now is to establish a maximum amount of days that an employee can carry over. Member Stringer agreed that it is fiscally responsible to take care of the vacation carry over now. Member Crocker asked how many people are working on the 12 month calendar. Mrs. dela Cruz said it would be about 20 people.

*Following the discussion, Member Jenn Stringer made a motion to approve the 1<sup>st</sup> reading of the revised BP 4162 regarding the vacation policy. Member Crocker made a second to approve the motion. Members voted 3-0 to approve the 1<sup>st</sup> reading of BP 4162 regarding the vacation policy.*

**Consent Section:**

*Member Jenn Stringer made a motion to approve all items included on the Consent Section of the November Agenda. Member Crocker made a second to the motion. Members voted 3-0 to approve all items on the Consent Calendar. Member Stringer had to leave the meeting at 4:15 p.m. Members continued with the remainder of items in the Communication Section of the Agenda.*

**Communication:**

**a. Items from the Board**

None

**b. Items from the Staff**

*Superintendent Brown reported on the grand opening celebration for MVROP's building. It was a huge success with approximately 350-400 people attending. Mr. Brown thanked everyone who worked on the event...MVROP planning committee, faculty and staff, and students in our video, culinary, fashion, fire science programs. Mr. Brown thanked Mr. Sweeney for his part in the event, FUSD Superintendent Doug Gephart, former ROP Board Member and FUSD Board Member Linda Widmar. We were very pleased to have State Education Superintendent Jack O'Connell speak at the ceremony as well as Senator Ellen Corbett and other local representatives. Mr. Brown invited members to view the edited version on the ROP website if they were unable to attend the event. Mr. Brown referred to articles in local newspapers (included in the packet) as well as an article in FUSD's "Spotlight on Schools" that just came out.*

*Mr. Brown referred to two brochures for positions at MVROP. One is for the Public Relations/Administrative position. Karen Mangon left to take a position as the Public Information Officer at Hayward Unified School District. Charlotte Grabill, formerly in the position, agreed to come back until a candidate is found to take on the position. "We hope to have someone hired by the first of the year," Mr. Brown said. Mr. Sweeney suggested we take a look at reassessing the salary for management in order to keep ahead of the game to help attract and keep qualified employees. Mr. Brown said we plan to do that as part of our whole salary process for all staff.*

*The second position MVROP has open is a new one for a Business Partnership Developer. That position may be more difficult to fill; however, we feel it is a position that will be extremely valuable to our ROP. The salary for that position has several monetary incentives built in.*

*Mr. Brown reported that a Campus Supervisor has been hired and started this week. Member Crocker asked about his background. Mr. Brown said he was a campus supervisor before. He has a very good attitude, likes working with high school students, has a Bachelor's Degree and has worked in juvenile hall previously. His name is Will Farley.*

*Mr. Brown reported on Prop. 1D Funding for Career Technical Education. MVROP Administration attended a second round for the funding application process in Sacramento. We will be able to apply for funding for the two remaining buildings on our Kennedy site. We expect to hear next week about funding for the first round, and we expect that there should be enough money to fund all projects. Under round 2 funding, we want to do two projects: new construction to replace K4. Our plan is to have classes in Marketing, Interior Design and Fashion in the new building. We are developing plans as well for K1 to upgrade our Machining/Engineering building. Applications for new construction have to go through Fremont Unified School District; and MVROP can apply directly for modernization projects. We have money set aside for matching funds in the Round 1 funding. If we are awarded Round 2 funding, we would apply for OPSC loan provision money. Member Crocker asked if the funding was designed to eliminate the need for bonds. Mr. Brown said it is designed to support Career Technical Education. To be competitive for the funding, we need to gain the points needed to compete for the money. Mr. Brown said, "We have a meeting scheduled on January 17 with a CTE Advisory Committee. Mr. Omlid and Mr. Herrmann are working with two principals to upgrade the woodshops on their campuses, but those projects would go through FUSD."*

Mr. Rodriguez referred to the positions open at MVROP and asked if we are trying to attract candidates of different ethnicities. He said he will forward a list to MVROP that could be used for mailing the brochures out.

**d. Written Communication**

Mr. Brown referred to news articles publicizing MVROP's grand opening as well as Mr. Sweeney's response to a letter printed in The Argus about the Culinary Program at James Logan High School. Mr. Brown thanked Mr. Sweeney for his well written response to the article.

**The meeting adjourned at 4:52 p.m.**

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Larry Sweeney, President

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Jenn Stringer, Clerk