# Mission Valley ROP

## Thursday, October 18, 2012

## 5p.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**
**ROP Board Room**
**Thursday, October 18, 2012**
**Regular Meeting (Open Session) – 5p.m.**

**Call to order _____p.m.**

**Pledge of Allegiance**

**Roll Call:**

_____ Janice Schaefer, President
_____ Jonas Dino, Vice President
_____ Larry Sweeney, Clerk
_____ Other

**Approval of Agenda:**

Motion: _____
Second: _____
Vote: _____

**Communication:**

a. Items from the Staff
b. Oral Communication
   - *2012 MVROP Teacher of the Year Presentation for Johnny Cimino*
c. Written Communication
   - *"Government Briefs", Tri-City Voice, June 19, 2012*
   - *"Mission Valley ROP Adds New Talent to Administrative Team" MVROP Press Release, September 24, 2012*
   - *Mission Valley ROP Adds New Talent to Administrative Team", Newark Patch, September 28, 2012*
   - *"Alameda County Selects Two Teachers of the Year", Fremont Patch, October 5, 2012*

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 September 20, 2012.

**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 #3-1213<br>Accept Donations to Mission Valley ROP |
| B&F#4 | Adopt Resolution #4-1213 |

| | |
|---|---|
| | Surplus Instructional Materials |
| B&F#5 | Adopt Resolution #5-1213<br>Increase to Income<br>Project Lead the Way Grant |
| B&F#6 | Approve Authorized Agents and Signatures<br>Resolution #6-1213<br>Signature Card- Authorized Agents, Official Documents and Reports<br>Resolution #7-1213<br>Signature Card-Authorized Agents, Payroll Warrants and Disbursements |
| B&F#7 | Approve 2012-13 Payroll Reimbursements for Fremont, Newark, and New Haven Unified School District Employees Teaching and Supporting ROP Classes |

**c. Employment and Personnel:**

| | |
|---|---|
| E&P#1 | Approve Report of Certificated Personnel Actions |
| E&P#2 | Approve Report of Classified Personnel Actions |

**End of Consent Calendar:**

Motion: _____
Second: _____
Vote: _____

Board comments on Consent Calendar:

_____

_____

**Business and Finance #1** **Information**

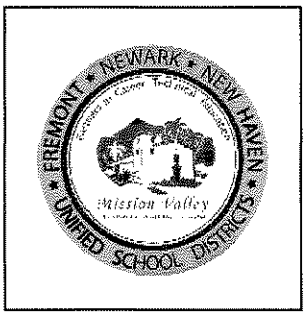
Review Budget Modification Plan

**Board Requests**

_____

_____

**Meeting adjourned: _____pm**




# Communication

# Government Briefs

t include all business transacted at the noted meetings. These outlines represent selected topics and actions. For a full description of agendas, onsult the website of the city of interest: Fremont (www.ci.fremont.gov), Hayward (www.hayward-ca.gov), Milpitas (www.ci.milpitas.ca.gov), nion City (www.ci.union-city.ca.us).

## Union City City Council

**City of Union City**
**City Council**
**June 12, 2012**

**Proclamations and Presentations:**

Recognition of Corporal Stanley Rodrigues, Public Safety Officer of the Year

Presentation by Economic Development Advisory Team (EDAT) and Prescience about opportunities for development in Union City and the possibility of creating a business incubator.

**Consent Calendar:**

Resolution for a general municipal election on Tuesday, November 6, 2012

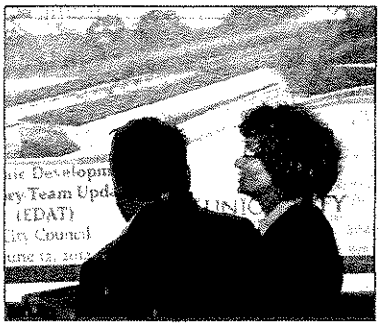
Agreement with alameda County Library not to exceed $282,134 for 22 additional hours of service at Union City Public

Library in FY 2012-13

Approve audit contract with Badawi & Associates for FY 2011-12 and 2012-13

Establish annual municipal solid waste, organic waste, recycling and storm water runoff surcharge for 2012-13

Replace mobile and portable



radios for police, public works and transit departments

**Items removed from Consent:**

Reject all bids for Union City Police evidence storage building

Endorse and adopt East Bay Economic Development Alliance/City of Union City "Open for Business Pledge"

Approve Master Fee Schedule for FY 2012-13

**City Commission Reports:**

Expand eligibility to Youth Commission appointments to Hayward residents who reside in the New Haven School District.

Increase term of appointment from one year to two years; senior class students may continue during their first year of college if residing locally

Total service limit remains at 4 years

| | |
|---|---|
| Mayor Mark Green | Aye |
| Vice Mayor Pat Gacoscos | Aye |
| Jim Navarro | Aye |
| Emily Duncan | Aye |
| Lorrin Ellis | Aye |

Tri-City Voice Newspaper
June 19, 2012
Page 29

# Mission Valley ROP

CAREER TECHNICAL TRAINING CENTER

5019 Stevenson Blvd · Fremont, CA 94538-2449

(510) 657-1865 · Fax (510) 438-0378 · www.mvrop.org


PRESS RELEASE

**FOR IMMEDIATE RELEASE**

Date: September 24, 2012

## MISSION VALLEY ROP ADDS NEW TALENT TO ADMINISTRATIVE TEAM

FREMONT, CA- There has been quite a bit of change at Mission Valley ROP from the very beginning of the new school year. Just before teachers returned from their summer break to begin staff development training, Margie Trujillo, former MVROP Coordinator, stepped into her new role as MVROP Director of Educational Services. Margie has been a valued staff member of the MVROP family for nearly fifteen years and has excelled in various capacities to help MVROP effectively provide the highest career technical education (CTE) to the Tri-Cities. Her wealth of knowledge, experience, and innovative ideas helped MVROP to start the 2012-2013 school year smoothly and on a positive note. She is excited to collaborate with everyone in her new capacity and to continue taking CTE to new standards.

During last Thursday's Mission Valley ROP Governing Council meeting, James Briano was hired as the new MVROP Coordinator, the position which was left vacant after Margie Trujillo assumed the role of Director of Educational Services.

MVROP Superintendent, Pete Murchison stated, "James will help MVROP highlight and expand the use of technology in career technical education. As an experienced teacher and instructional leader from Washington High School, James has gone above and beyond to prepare himself for this next step in education. He will undoubtedly be an asset to us as we design and facilitate the implementation of common core standards in career technical education."

Now that all administrative positions have been filled with the best talent in education, Mission Valley ROP will continue taking its programs, staff, and students to new and exciting places with career technical education. Stay tuned.

**About Mission Valley ROP**

Mission Valley ROP (MVROP) is the regional occupational program for the Tri-City area. Established in 1969, MVROP has been instrumental in preparing students for successful business, medical, and technical careers. Through a partnership with Fremont, New Haven, and Newark Unified School Districts, Career Technical Education is provided to 4,000 students (high school and adult) each year. For the latest news and information about MVROP, visit us on the web at www.mvrop.org.

###


**Press Contact:**
Allison Aldinger, PR Administrator
(510) 492-5141
aaldinger@mvrop.org

Editor Nika Megino nika.megino@patch.com

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Schools

# Mission Valley ROP Adds New Talent to Administrative Team

The new school year has seen new shifts and additions to technical school's administration.

September 28, 2012

Recommend 0 Tweet 0 Email Print Comment

**Related Topics:** Mission Valley ROP

***From Misson Valley ROP:***

FREMONT, CA — There has been quite a bit of change at Mission Valley ROP from the very beginning of the new school year. Just before teachers returned from their summer break to begin staff development training, Margie Trujillo, former MVROP Coordinator, stepped into her new role as MVROP Director of Educational Services. Margie has been a valued staff member of the MVROP family for nearly fifteen years and has excelled in various capacities to help MVROP effectively provide the highest career technical education (CTE) to the Tri-Cities. Her wealth of knowledge, experience, and innovative ideas helped MVROP to start the 2012-2013 school year smoothly and on a positive note. She is excited to collaborate with everyone in her new capacity and to continue taking CTE to new standards.

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Email me updates about this story. Enter your email address Keep me posted

Recommend 0 Tweet 0 Email Print

Schools

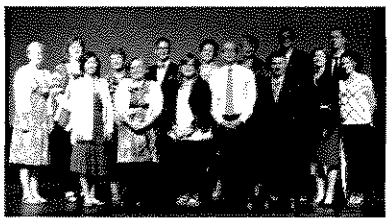
# Alameda County Selects Two Teachers of the Year

The award recipients are educators from Alameda and Oakland Unified school districts.

October 5, 2012

Recommend 0 Tweet 0 Email Print Comment

**Related Topics:** Alameda County Office of Education, Alameda County Teacher of the Year, California Teacher of the Year, Chris Hanson, and I'Asha Warfield



***From the Alameda County Office of Education***

The Alameda County Office of Education hosted its annual Teacher of the Year Award ceremony last night honoring nineteen teachers from school districts throughout Alameda County.

Nearly 300 people participated in a joyous evening celebrating Alameda County's finest teachers.

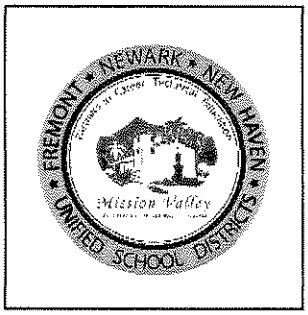
Chris Hanson, representing Alameda Unified School District, and I'Asha Warfield, representing Oakland Unified School District, received the coveted honor of County Teachers of the Year and will move on to compete for the California Teacher of the Year title.

The following is a list of the 2012 district teachers of the year (in order by district):

- Alameda COE: **Kim Boerner**, Quest Academy
- Alameda USD: **Chris Hansen**, Lincoln Middle School
- Berkeley USD: **Liliana Aguas**, Leconte Elementary School
- Castro Valley USD: **Sharon Brikovich-Pipkins**,Palomares Elementary School
- Dublin USD: **Eugene Chou**, Dublin High School
- Eden Area ROP: **Deborah Reinerio**, San Leandro High School
- Fremont USD: **Jennifer Teguia**, Kennedy High School
- Hayward USD: **Laura Retzlaff**, Burbank Elementary
- Livermore VJ USD: **Linda L. Smith**, Mendenhall Middle School
- Mission Valley ROP: **John Cimino**, Mission Valley ROP Center
- New Haven USD: **Todd Szyslowski**, Cabello Student Support Center
- Newark USD: **Connie Piserchio**, Lincoln Elementary
- Oakland USD: **I'Asha Warfield**, Frick Middle School
- Oakland USD: **Stephen Davis**, GLobal Family School
- Pleasanton USD: **Jon Grantham**, Amador Valley High School
- San Leandro USD: **Jennifer Achten**, John Muir Middle School
- San Lorenzo USD: **Pamela Fobert**, Corvallis Elementary School
- Sunol Glen USD: **Janet Boorujy**, Sunol Glen School
- Tri-Valley ROP: **Tami Raake**r, Foothill High School

Every year ACOE honors, recognizes and celebrates Alameda County teachers' for their excellence in classroom instruction. The honor and significance

# Consent Calendar


FREMONT • NEWARK • NEW HAVEN •
UNIFIED SCHOOL DISTRICT
Mission Valley

# Minutes

**Regular Meeting of the Governing Council**
**Mission Valley Regional Occupational Center/ Program**
**Thursday, September 20, 2012**

**Member Schaefer called the meeting to order at 5 p.m.**

Present:

Larry Sweeney, Clerk
Sarabjit Cheema, NHUSD Alternate
Nancy Thomas, NUSD Alternate

Note: Member Sweeney acted as President of the Governing Council to conduct the meeting. (Nancy Thomas represented NUSD in Janice Schaefer's absence and Sarabjit Cheema represented NHUSD in Jonas Dino's absence.)

**Approval of Agenda:**

*Member Thomas made a motion to approve all items on the September agenda. Member Cheema made a second to approve the motion. Members voted 3-0 to approve all items on the September agenda.*

**Communication:**

a. **Items from Staff:**

*Campus Updates*

MVROP's website was redesigned over the summer and has proven to be a useful communication tool for all staff.

Following the departure of Shelley Adams, MVROP worked with a lean administration during the summer and at the start of the school year. As a result of Margie Trujillo being hired as Director of Educational Services, a new vacancy for the ROP Coordinator position was created.

*New School Year*

Superintendent Murchison shared that MVROP administrators had collaborated to create the 2012-2013 school goals. He also distributed copies of the MVROP events and promotional activities calendar to all Governing Council members.

It was also noted that the start of the school year went smoothly and that administration has received feedback from instructors who have observed their full classes are composed of students who display a genuine interest in the program.

*CAROCP Conference*

Superintendent Murchison shared Margie Trujillo was absent from the Governing Council meeting because she was representing MVROP and Superintendent Murchison at the CAROCP Conference taking place in Sacramento.

b. **Oral Communication:**
A presentation was given by IT Manager, Phil Subasa, regarding MVROP Technology Updates.

c. **Written Communication**
None

d. **Items from the Board:**
None

e. **Public Comment:**
None

**Consent Calendar:**

*B&F Item #5 was pulled for discussion by Member Thomas. All subsequent inquiries were answered by Marie dela Cruz, MVROP Director of Business Services.*

*Member Thomas made a motion to approve all items in the Consent Calendar. Member Cheema 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**

Marie Dela Cruz, Director of Business Services shared Business and Finance Item #1 and the current fiscal state of California and the impending November ballot measure.

*This is an information only item.*

**Business and Finance #2** **Review and Approve Report on Fiscal Year 2011-2012 Unaudited Actuals**

Marie Dela Cruz, Director of Business Services reviewed Business and Finance Item #2, Review and Approve Report on Fiscal Year 2011-2012 Unaudited Actuals and answered subsequent inquiries from the Governing Council.

*Member Thomas made a motion to approve Business and Finance Item #2, Review and Approve Report on Fiscal Year 2011-2012 Unaudited Actuals. Member Cheema made a second to approve the motion. Members voted 3-0 to approve Business and Finance Item #2, Review and Approve Report on Fiscal Year 2011-2012 Unaudited Actuals.*

**Business and Finance #3** **Review and Approve Services Agreement between Fremont Unified School District and Mission Valley ROP**

Marie Dela Cruz, Director of Business Services reviewed Business and Finance Item #3, Review and Approve Services Agreement between Fremont Unified School District and Mission Valley ROP and answered subsequent inquiries from the Governing Council.

*Member Thomas made a motion to approve the Services Agreement between Fremont Unified School District and Mission Valley ROP. Member Sweeney made a second to approve the motion. Members voted 3-0 to approve the Services Agreement between Fremont Unified School District and Mission Valley ROP.*

**Board Requests**
Member Cheema requested for a copy of the Joint Powers Agreement between MVROP and the three school districts (FUSD, NHUSD, and NUSD) to be sent to her.

Phil Subasa will create user accounts for the Governing Council to access the school website, www.mvrop.org, and the training videos and materials for sexual harassment and isafe.

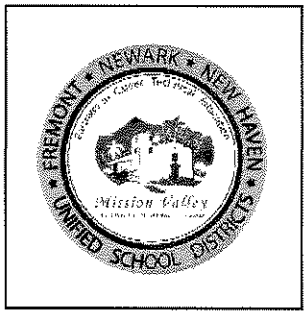
Member Thomas requested for all four Superintendents (MVROP, NUSD, NHUSD, and FUSD) to have a conversation about the isafe and CIPA training MVROP now conducts with students.

**The meeting was adjourned at 6:40 p.m.**

_____
Nancy Thomas, NUSD Alternate

_____
Sarabjit Cheema, NHUSD Alternate

_____
Larry Sweeney, Clerk




# Business and Finance

# MISSION VALLEY ROP

## PURCHASE ORDER REPORT
## PURCHASE ORDER'S OVER $5,000
## BOARD MEETING -OCTOBER 18, 2012
## PO PERIOD SEPTEMBER 12, 2012-OCTOBER 10, 2012
## AGENDA ITEM - B&F #1

| PO NUMBER | VENDOR NAME & ACCOUNT CODE | DESCRIPTION | | AMOUNT |
|---|---|---|---|---|
| 131513 | Smart and Final<br>81-1100-0-6621-1001-4310-656-6998 | Open PO Culinary | $ | 6,200.00 |
| 131879 | New Haven Unified School District<br>81-0635-0-6999-1001-5830-667-6007<br>81-0635-0-6999-2101-5830-667-6007<br>81-0635-0-6999-3111-5830-667-6007 | Contract Services | $ | 78,484.00 |

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

B&F #2
October 18, 2012

| Date | Warrant # | Vendor | Purpose | Amount | PO number |
|---|---|---|---|---|---|
| 09/11/12 | 50147635 | PG&E | Electricity | $ 14,397.62 | |
| 09/18/12 | 50147904 | Computer Pro | 20 Computers for Graphic Design | $ 19,140.00 | 130726 |
| 09/18/12 | 50147809 | PG&E | Electricity | $ 9,154.52 | |
| 09/24/12 | 50148047 | Apple Computer | 2 Apple Computers for Video Production | $ 5,265.20 | 131432 |

____ 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:** October 18, 2012

**TITLE:** Adopt Resolution No. 3-1213
Accept Donations to Mission Valley ROP

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**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:**

| Donated to | Donated by | Item |
|---|---|---|
| Biotech NMHS | Students | 25.00 |
| Computer Graphics | Students | 75.00 |
| Culinary AHS | Students | 215.00 |
| Culinary JLHS | Students | 1990.00 |
| Culinary KHS | Students | 60.00 |
| Culinary NMHS | Students | 1727.00 |
| Fire Science | Students | 195.00 |
| Forensics Program | Envision EMI | 500.00 |
| Medical Assisting | Students | 75.00 |
| Video Production | Students | 15.00 |

**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** |

Based on Form J-62
State Department of Education

District Request No.3-1213
B&F #3

## FOR MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

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

Fremont, California

Date: October 18, 2012

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

| INCOME APPROPRIATION | ACCOUNT NO. | AMOUNT |
|---|---|---|
| Local Income | 81-0635-0-xxxx-0000-8699-xxx-0000 | 4,877 |

| EXPENDITURE APPROPRIATION | ACCOUNT NO. | AMOUNT |
|---|---|---|
| Biotechnology - Farooq | 81-0635-0-6618-1001-4310-664-6998 | 25 |
| Computer Graphics - McDonnell | 81-0635-0-6101-1001-4310-660-6998 | 75 |
| Culinary AHS - Carey | 81-0635-0-6621-1001-4310-656-6998 | 215 |
| Culinary JLHS - LeBiavant | 81-0635-0-6621-1001-4310-667-6998 | 1,990 |
| Culinary Kennedy - Moschetti | 81-0635-0-6621-1001-4310-652-6998 | 60 |
| Culinary Newark - Skrocke | 81-0635-0-6621-1001-4310-664-6998 | 1,727 |
| Fire Science | 81-0635-0-6602-1001-4310-660-6998 | 195 |
| Forensics | 81-0635-0-6620-1001-4310-660-6998 | 500 |
| Medical Assisting | 81-0635-0-6609-1001-4310-660-6998 | 75 |
| Video Production - Feist | 81-0635-0-6106-1001-4310-660-6998 | 15 |
| | | 4,877 |

Respectfully submitted,

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

_____ Request Approved _____ Not Approved

Posted by:_____

X Information
X Action
___ Presentation

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

**A G E N D A  I T E M**

**B&F #4**

**DATE OF BOARD MEETING:** October 18, 2012

**TITLE:** Adopt Resolution No. 4-1213
Surplus Instructional Materials

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**Background:**

Education Code, Sections 60510 and 60530, states that the governing board of a school district may dispose of surplus or undistributed obsolete instructional materials that are usable for educational purposes by donation or sale. Obsolete and unusable materials may be mutilated as not to be salable or destroyed by any economical means.

**Current Status:**

Mission Valley ROP would like to dispose of the following obsolete materials.

Exhibits: List of Surplus Instructional Materials items.

**Recommendation:**

Approve Resolution No. 4-1213 authorizing disposition of surplus or undistributed obsolete instructional materials by donation or sale.

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

## Textbooks to be removed from MVROP's Inventory

| Title | Author | Quantity | Reason |
|---|---|---|---|
| Student Resource Guide DSP Traning Year One | Organizations throughout CA & nation | 9 | Obsolete |
| Student Resource Guide DSP Traning Year Two | Organizations throughout CA & nation | 25 | Obsolete |

_____ Information
__X__ Action
_____ Presentation

**MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM**

**BOARD OF EDUCATION**

**A G E N D A  I T E M**
**B&F #5**

**DATE OF BOARD MEETING:** October 18, 2012

**TITLE:** Adopt Resolution No. 5-1213
Increase to Income
Project Lead the Way Grant

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**Current Status:**

Mission Valley ROP has received a grant check from Lam Research Foundation Fund in the amount of $20,000 for the Project Lead the Way for the 2012/2013 school year.

The grant may be used for training, stipends, travel, conference, supplies, materials, and equipment needed for the Project Lead the Way Program.

**Recommendation:**

Staff recommends adoption of Resolution 5-1213 authorizing the increase to income and the proposed use of funds.

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

Based on Form J-62
State Department of Education

District Request No.5-1213
B&F #5

## FOR MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

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

Fremont, California

Date: October 18, 2012

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:

Project Lead the Way

| INCOME APPROPRIATION | ACCOUNT NO. | AMOUNT |
|---|---|---|
| PLTW | 81-9601-0000-0000-9790-000-0000 | 20,000 |

| EXPENDITURE APPROPRIATION | ACCOUNT NO. | AMOUNT |
|---|---|---|
| Salaries/Stipends | 81-9601-0-6506-1001-1105-656-6998 | 2,000 |
| Conference/Mileage AHS | 81-9601-0-6506-1001-5210-656-6998 | 12,000 |
| Conference/Mileage ROP | 81-9601-0-6506-1001-5210-660-6998 | 6,000 |
| | | 20,000 |

Respectfully submitted,

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

_____ Request Approved _____ Not Approved

Posted by:_____

__X__ Information
__X__ Action
_____Presentation

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

**AGENDA ITEM**
**B&F #6**

**DATE OF BOARD MEETING**: October 18, 2012

**TITLE**: Authorized Agents and Signatures
Resolution #06-1213 Signature Card-Authorized Agents, Official Documents and Reports
Resolution #07-1213 Signature Card-Authorized Agents, Payroll Warrants and Disbursements

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**Background**:
Ed Code 42632 requires that signatures of all governing board members and signatures of persons authorized by the governing board to sign orders must be filed with the County Superintendent of Schools.

**Current Status**:

The following forms required by the Alameda County Office of Education have been updated.

1. Signature Card-Authorized Agents, Official Documents and Reports
2. Signature Card-Authorized Agents, Payroll Warrants and Disbursements, and Official Documents and Reports

**Recommendation**:

Staff recommends approval of Resolution #06-1213 Signature Card-Authorized Agents, Official Documents and Reports and Resolution #07-1213 Signature Card-Authorized Agents, Payroll Warrants and Disbursements.

| Marie dela Cruz, 657-1865 X15145 | ROP Center | Business Services | Pete Murchison |
|---|---|---|---|
| **Staff/Contact Person** | **Location** | **Division** | **Superintendent** |

**MISSION VALLEY ROP**

**SIGNATURE CARD - AUTHORIZED AGENTS**
**OFFICIAL DOCUMENTS & REPORTS**

**RESOLUTION NO. #06-1213, For Fiscal Year: 2012-13**

TO THE ALAMEDA COUNTY SUPERINTENDENT OF SCHOOLS:

WHEREAS, the Mission Valley ROP occasionally must provide signature approval on certain official documents and reports, including Local, State and Federal reports, such as Transportation, and Attendance; and

WHEREAS, this resolution supersedes all previous resolutions authorizing such signature(s) on certain official documents and reports, and declares said prior resolutions null and void;

NOW, THEREFORE BE IT RESOLVED that the Governing Board hereby duly authorizes and empowers the following person(s) to sign all documents and reports pertinent to conducting the business of the Mission Valley ROP, effective as of the date of this resolution:

1. _____ **Pete Murchison**
Signature Type Name

**Superintendent**
Title

2. _____ **Marie dela Cruz**
Signature Type Name

**Director of Business Services**
Title

3. _____ **Margie Trujillo**
Signature Type Name

**Director of Educational Services**
Title

PASSED AND ADOPTED by the Governing Board of the Mission Valley ROP on this 18th day of October 2012, by the following vote:

AYES:_____

NOES:_____

ABSENT:_____

ABSTENTIONS:_____

By approval of this resolution, I hereby certify that the signature(s) appearing above are true and were affixed in my presence.

_____ _____
Date Signature, Clerk of the Governing Board

**MISSION VALLEY ROP**

**SIGNATURE CARD - AUTHORIZED AGENTS**
**PAYROLL WARRANTS & DISBURSEMENTS**

**RESOLUTION NO. #07-1213 , For Fiscal Year: 2012-13**

TO THE ALAMEDA COUNTY SUPERINTENDENT OF SCHOOLS:

WHEREAS, pursuant to Education Code Section 42632 for K-12 Education and Section 85232 for Community Colleges, each order drawn on the funds of a school district shall be signed by at least a majority of the members of the Governing Board of the district, or by a person or persons authorized by the Governing Board to sign orders in its name; and

WHEREAS, the Governing Board of each school district shall be responsible for filing such signatures with the County Office of Education per Education Code Section 42633; and

WHEREAS, this resolution supersedes all previous resolutions authorizing such signature(s) on behalf of the Governing Board, and declares said prior resolutions null and void;

NOW, THEREFORE BE IT RESOLVED that the Governing Board of the Mission Valley ROP authorizes and empowers the following person(s) to sign orders in its name effective as of the date of this resolution:

1. _____ **Pete Murchison**
Signature Type Name
**Superintendent**
Title

2. _____ **Marie dela Cruz**
Signature Type Name
**Director of Business Services**
Title

PASSED AND ADOPTED by the Governing Board of the Mission Valley ROP on this 18th day of October 2012, by the following vote:

AYES:_____

NOES:_____

ABSENT:_____

ABSTENTIONS:_____

By approval of this resolution, I hereby certify that the signature(s) appearing above are true and were affixed in my presence.

_____ _____
Date Signature, Clerk of the Governing Board

__X__ Information
__X__ Action
_____Presentation

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

**AGENDA ITEM**
**B&F #7**

**DATE OF BOARD MEETING:** October 18, 2012

**TITLE:** 2012-13 Payroll Reimbursements for Fremont, Newark, and New Haven Unified School District Employees Teaching and Supporting ROP Classes

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**Background**:
Mission Valley ROP reimburses participating districts for a percentage of their employees' base salaries and benefits for teaching and supporting ROP classes. The reimbursement rates are based on the number of assigned classes and a pro rata share of specified support services.

**Current Status**:
The attached list represents the 2012-13 payroll reimbursement schedules for Fremont, Newark, and New Haven Unified School District employees.

**Recommendation**:
Staff recommends approval of the 2012-13 payroll reimbursement schedules for Fremont, Newark and New Haven Unified School Districts.

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

## 2012-13 PAYROLL REIMBURSEMENT SCHEDULE
## FOR FREMONT, NEWARK AND NEW HAVEN SCHOOL DISTRICTS

### FREMONT UNIFIED SCHOOL DISTRICT

| Employee Name | Location | Description | FTE Reimbursement |
|---|---|---|---|
| Instructors: | | | |
| Bartholomew-Couts, Thomas | American | Digital Photography | 0.60 |
| Avina, Amber Lee | Irvington | SHAPE and Sports Psychology | 0.40 |
| Burton, Shiloh | Irvington | Digital Photography | 0.80 |
| McCallum, Breanne | Irvington | SHAPE | .20 |
| Murray, Tom | Kennedy | Digital Photography | 1.00 |
| | | | |
| Career/College Specialist: | | | |
| Aldinger, Janet | Mission | Career/College Specialist | 0.25 |
| Coleman, Janelle | Kennedy | Career/College Specialist | 0.25 |
| Creek, Suzanne | Robertson | Career/College Specialist | 0.25 |
| D'Audney, Theresa | American | Career/College Specialist | 0.25 |
| Kimmel, Linda | Irvington | Career/College Specialist | 0.25 |
| Wittmer, Michelene | Washington | Career/College Specialist | 0.25 |
| Total FTEs Fremont | | | 4.50 |

### NEW HAVEN UNIFIED SCHOOL DISTRICT

| Employee Name | Location | Description | FTE Reimbursement |
|---|---|---|---|
| Yacco, Richard | Logan | Instructor-TV Broadcast Technology | 0.40 |
| Brar, Abhi | Logan | Administrator | 0.10 |
| Hart, Barbara | Logan | Career Technician | 0.50 |
| Total FTEs New Haven | | | 1.00 |

### NEWARK UNIFIED SCHOOL DISTRICT

| Employee Name | Location | Description | FTE Reimbursement |
|---|---|---|---|
| Holguin, Sally | Newark | Career Technician | 0.50 |
| Morales, Phillip | Newark | Administrator | 0.10 |
| Total FTEs Newark | | | 0.60 |

# Employment & Personnel

MISSION VALLEY REGIONAL OCCUPATIONAL CENTER/PROGRAM
GOVERNING COUNCIL

AGENDA ITEM

_____ Information

Date: October 18, 2012 ___X___ Action

Title: REPORT OF CERTIFICATED PERSONNEL ACTIONS

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Background:

The Governing Council has delegated authority to the ROP staff to take certain actions on its behalf related to Certificated 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 Certificated Personnel actions is submitted, recommending approval of prior actions taken by ROP staff.

Recommendation:

Approve Certificated Personnel recommendations for: *Employment, Resignations, Terminations.*

| | | |
|---|---|---|
| Margie Trujillo<br>(510) 657-1865 | Certificated Personnel<br>Division | Pete Murchison<br>Superintendent |

ECL 2

CONSENT ITEMS
MISSION VALLEY ROP

Certificated Personnel

| NAME | FTE | 6HR/7HR | DEPARTMENT | OTHER |
|---|---|---|---|---|
| Clifford Adams-Hart | 1 | 7 hr | Health Science and Medical Technology | |
| Hector Albizo | 1 | 6 hr | Information Technology | |
| Irene Brucker | 1 | 6 hr | Health Science and Medical Technology | |
| Mike Carey | 1 | 6 hr | Hospitality, Tourism, and Recreation | |
| Dan Chase | 1 | 6 hr | Arts, Media, and Entertainment | |
| John Cimino | 1 | 7 hr | Transportation Technology | |
| Jay Crawford | .6 | 6 hr | Public Services | |
| Masiha Farooq | .8 | 6 hr | Health Science and Medical Technology | |
| Barbara Feist | 1 | 6 hr | Arts, Media, and Entertainment | |
| Ngan Ha | .8 | 6 hr | Health Science and Medical Technology | |
| Benjamin Hearne | 1 | 7 hr | Industrial Technology | |
| Salvador Jacquez | .4 | 6 hr | Public Services | Shared Assignment |
| Herve LeBiavant | 1 | 7 hr | Hospitality, Tourism, and Recreation | |
| Lehua Lee | 1 | 7 hr | Health Science and Medical Technology | |
| Gary Marsh | 1 | 7 hr | Marketing, Sales, and Service | |
| Raymond McDonell | 1 | 7 hr | Arts, Media, and Entertainment | |
| Ebadut Mohamed | 1 | 6 hr | Transportation Technology | |
| Valerie Montano | 1 | 7 hr | Arts, Media, and Entertainment | |
| Marianne Moschetti | 1 | 6 hr | Hospitality, Tourism, and Recreation | |
| Doug Nahale | 1 | 7 hr | Transportation Technology | |
| Elba Rios | 1 | 6 hr | Arts, Media, and Entertainment | |
| Janay Shepherd | 1 | 7 hr | Marketing, Sales, and Service | |
| Christopher Skrocke | 1 | 7 hr | Hospitality, Tourism, and Recreation | |
| Dhana Uppula | 1 | 6 hr | Health Science and Medical Technology | |
| Bruce Voeltz | 1 | 6 hr | Marketing, Sales, and Service | |

| NAME | HOURS | POSITION | SUPERVISOR | EFFECTIVE DATE | ADDITION/ REMOVAL |
|---|---|---|---|---|---|
| James Briano | 8 hours | ROP Coordinator | Margie Trujillo | 10/1/12 | Addition |

**Hourly**

| NAME | HOURS | SUBJECT | EFFECTIVE DATE | OTHER |
|---|---|---|---|---|
| Catherine Cecil-Hunter | Varies | Substitute | 9/5/12 | |
| Steve Cortez | Varies | Substitute | 9/5/12 | |
| Curtis Denisar | Varies | Substitute | 9/5/12 | |
| Kenita Ferguson | Varies | Substitute | 9/5/12 | |
| Bernadette Eichensehr | 4.8 hours/ 91Days | Public Services | 8/21/12 | Shared Assignment |
| Brandon Hayward | Varies | Law Enforcement | 9/12/12 | Shared Assignment |
| Paul Hughes | Varies | Substitute | 9/5/12 | |
| Shubhangi Kulkarni | Varies | Substitute | 9/5/12 | |
| Steven Mendez | Varies | Law Enforcement | 8/21/12 | Shared Assignment |
| Lois Pilley | Varies | Substitute | 9/5/12 | |
| Stan Rodrigues | Varies | Law Enforcement | 8/21/12 | Shared Assignment |
| Larry Tehero | Varies | Substitute | 9/5/12 | |
| Bruce Voeltz | 6 hrs/week | Work Experience course | 8/27/12 | MOU with NHUSD |

## Resignation

| NAME | FTE | 6 HR/7HR | DEPARTMENT | EFFECTIVE DATE | ADDITION/REMOVAL |
|---|---|---|---|---|---|
| Gordon Sanford | .4 | 6 hr | Public Service | 8/13/12 | Removal |

| NAME | HOURS | SUBJECT | EFFECTIVE DATE | ADDITION/REMOVAL |
|---|---|---|---|---|
| Czar Valdehueza | Varies | Law Enforcement | 7/3/12 | Removal |

| NAME | POSITION | SUPERVISOR | EFFECTIVE DATE | ADDITION/REMOVAL |
|---|---|---|---|---|
| Shelley Adams | Director of Educational Services | Pete Murchison | 7/14/12 | Removal |

## Termination

| NAME | FTE | 6 HR/7HR | DEPARTMENT | EFFECTIVE DATE | ADDITION/REMOVAL |
|---|---|---|---|---|---|
| Henry Antipuesto | 1 | 7 hour | Health Science and Medical Technology | 8/1/12 | Removal |
| Sonia Ruiz | .4 | 6 hr | Health Science and Medical Technology | 6/15/12 | Removal |

(con1sept12.13)

MISSION VALLEY REGIONAL OCCUPATIONAL CENTER/PROGRAM
GOVERNING COUNCIL

AGENDA ITEM

_____ Information

Date: October 18, 2012 ___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: *Employment and Retirement.*

Marie dela Cruz
(510) 657-1865

Classified Personnel
Division

Pete Murchison
Superintendent

ECL 1

CONSENT ITEMS
MISSION VALLEY ROP

Classified Personnel

## New Hires

| NAME | POSITION | HOURS | SUPERVISOR | EFFECTIVE DATE | ADDITION/ REMOVAL |
|---|---|---|---|---|---|
| Steve Bui | Technology Specialist (Limited-Term Position) | 4 hr/day | Margie Trujillo/ Stan Hearne | 9/5/12 | Addition |
| Benjamin Gallagher Jr. | Technology Aide (Limited-Term Position) | 4 hr/day | Margie Trujillo/ John Cimino | 10/1/12 | Addition |

## Retirement

| NAME | POSITION | HOURS | SUPERVISOR | EFFECTIVE DATE | ADDITION/ REMOVAL |
|---|---|---|---|---|---|
| Kathy Baker | Registration Services Specialist | 8 hr/day | Shelley Adams | 6/30/12 | Removal |
| Gloria Hill | Attendance Specialist | 8 hr/day | Shelley Adams | 6/30/12 | Removal |

(con2Sept12.13)

# End of Consent

# 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: October 18, 2012**

**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.

The Department of Finance announced on December 13, 2011 that the midyear revenue limit cut will total only $79.6 million. This equates to an average of $13 per average daily attendance, or about 0.25% of a local educational agency's (LEA's) revenue limit.

The Governor released his 2012-13 budget on January 5, 2012. The Governor reported his Budget eliminates an estimated $9.2 billion 2012-13 Budget deficit through a combination of program cuts and temporary revenues assumed from the enactment of a ballot measure in November 2012. In the event that a tax measure fails in November, the Budget contains another round of midyear trigger cuts, including $4.8 billion in education reductions which will be the equivalent of taking three weeks of instruction out of the school year for K-12 schools or $370 per student.

**Current Status:**

Budget status pending results of the November 6, 2012 election.

**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