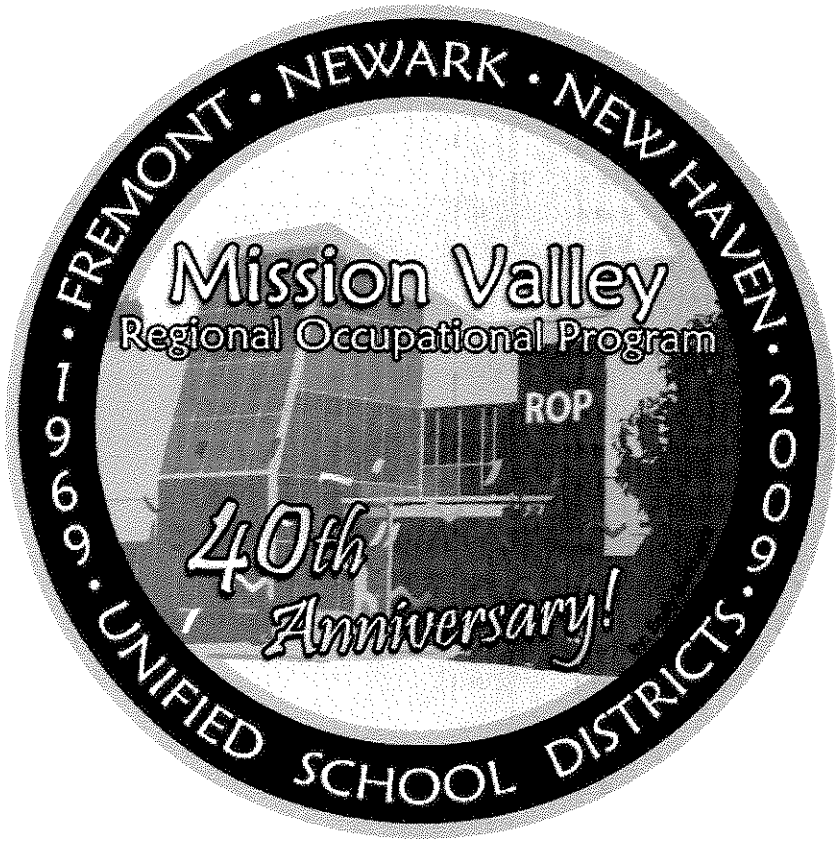


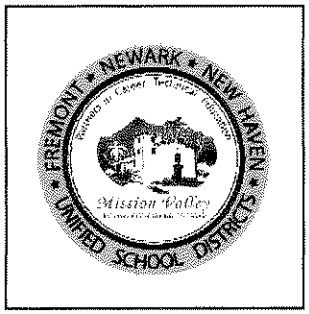
Mission Valley ROP

Thursday, January 21, 2010

4p.m. Governing Council Meeting

MVROP Board Room

(510) 657-1865 Ext. 15141


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

Agenda

Regular Meeting of the Governing Council
Mission Valley Regional Occupational Center/ Program
ROP Board Room
Thursday, January 21, 2010
Regular Meeting (Open Session) – 4p.m.
Closed Session: Immediately Following Regular Session

Call to order _____p.m.

Pledge of Allegiance

Roll Call:

_____ Janice Schaefer, President
_____ Kevin Harper, Vice President
_____ Larry Sweeney, Clerk
_____ Alternate Board Members

Board of Education Item #1

Election of Officers:

President _____

M _____ S _____ V _____

Vice President _____

M _____ S _____ V _____

Clerk _____

M _____ S _____ V _____

Approval of Agenda:

Motion: _____
Second: _____
Vote: _____

Communication:

a. Items from the Staff
b. Oral Communication
c. Written Communication
   - *"Say Cheese- Photo Club to Take Winter Portraits" MVROP Press Release, December 10, 2009*
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 Governing Council Meeting on December 17, 2009

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. 7-0910 Increase to Income PG&E Bright Ideas Grant
B&F#4	Adopt Resolution No. 8-0910 Accept Donations to Mission Valley ROP
B&F#5	Adopt Resolution Number 9-0910 Annual Organization Meeting and Authorized Signatures

c. Curriculum and Instruction:

C&I#1	HOSA Fieldtrip, Ontario, CA
C&I#2	SKILLSUSA Fieldtrip, San Diego, CA

d. Employment and Personnel:

E&P#1	Approve Report of Certificated Personnel Actions

End of Consent Calendar:

Motion: _____
Second: _____
Vote: _____

Board comments on Consent Calendar:

_____
_____
_____
_____

Business and Finance #1 **Information**

Review Budget Modification Plan

Business and Finance #2 **Information/ Action/ Presentation**

Review and Accept Audit Report from Vavrinek, Trine, Day & Co. for the Fiscal Year 2008/2009

Motion: _____
Second: _____
Vote: _____

Board of Education #2 **Information/ Action**

MVROP Governing Board Meeting Dates

Motion: _____
Second: _____
Vote: _____

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:

- *Discussion - Budgetary Process*

Reconvene to Open Session_____p.m.

Meeting adjourned _____pm

Communication

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: December 10, 2009

"SAY CHEESE!" PHOTO CLUB TO TAKE WINTER PORTRAITS

FREMONT, CA- This Saturday, December 12th from 1pm to 5pm, students from the MVROP Digital Photography course who participate in the James Logan High School Photo Club will be available to photograph winter portraits and family photos for the holiday season. Photos will be taken at James Logan High School, 1800 H Street, Union City, in the portrait studio located in Room 89. A variety of reasonably priced packages are available to the public ranging from: photo prints in a variety of sizes, CDs of photos, and same day printing service.

So, if you have been struggling to come up with a gift for that picky person on your shopping list, come to the Photo Club Winter Portrait event and say "cheese!"

Event Details

Event:	James Logan Photo Club Winter Portrait Event
Date:	Saturday, December 12, 2009
Time:	1pm to 5pm
Location:	James Logan High School Campus 1800 H Street, Union City Room 85
Who	Everyone is welcome!
Websites:	www.mvrop.org http://sites.google.com/site/jlhsphotoclub/

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 over 5,000 students (high school and adult) each year. Our new 45,000 sq. ft. Mission Valley ROP Career Technical Training Center is located in the heart of Fremont. For the latest news and information about MVROP, visit us on the web at www.mvrop.org.

###

Press Contact:

Allison Aldinger, PR Administrator

Mission Valley ROP

(510) 492-5141

aaldinger@mvrop.org

Consent Calendar

Minutes

Regular meeting of the Governing Council
Mission Valley Regional Occupational Center/ Program
Wednesday, December 17, 2009

Member Rodriguez called the meeting to order at 5:03pm.

Present: Ray Rodriguez, President
Larry Sweeney, Clerk
Nancy Thomas, Alternate

Approval of Agenda:

Member Sweeney made a motion to approve all items on the December agenda. Member Rodriguez made a second to approve the motion. Members voted 2-0 to approve all items on the November agenda.

Communication:

a. **Items from Staff:**
Reports from Superintendent Charles Brown:

New MVROP Automotive Technology Instructor for Logan High Site
Superintendent Brown announced to the Board that Mission Valley ROP had hired Kurt Shadbolt to be the new Logan High School Automotive Technology instructor. He has now been successfully instructing the class for two weeks.

Member Harper arrived at 5:10pm.

Prop 1D Update
Superintendent Brown updated the Board about the recent Pre-Bid Conference for the Prop 1D Project, which took place on December 1, 2009 for the Prop 1D Construction. MVROP expects to break ground for the project in February of 2010.

Superintendent Brown and MVROP Administrators then answered subsequent Board inquiries regarding the Prop 1D Project.

MVROP to receive PG&E Bright Ideas Grant
Superintendent Brown updated the Board about the recent successful MVROP grant application to PG&E for the Bright Ideas Grant Program. MVROP will receive nearly $10,000 to develop a solar farm by the Construction Technology Program.

Information Technology Pathway
Superintendent Brown notified the Board of the recent Professional Development day meeting a few MVROP Instructors and Administrators had recently attended on the Cisco Campus.

Project Lead the Way
Superintendent Brown notified the Board of a recent in-service that was attended by MVROP Administrators and numerous local high school administrators and instructors in an effort to learn more about the Introduction to Engineering Program structure.

WASC
Superintendent Brown shared with the Board that MVROP has submitted its draft WASC Report and will be visited by its WASC Visitation Team on April 12-14, 2010.

American High School Marketing Program
Superintendent Brown informed the Board of the American High School Marketing Program ranking 28th out of 216 teams in the nation and 7th in the State of California while participating in a national stock market game.

b. **Oral Communication**
None

c. **Written Communication:**
At the request of Member Rodriguez, all Written Communication items were reviewed with the Board.

Superintendent Brown reviewed the following Written Communication items with the Board:

- *"Forensic Science Students Learn Crime-solving Techniques" Tri-City Voice, December 2-8, 2009 Issue*
- *"Health Occupational Student Association to Hold Fundraiser" MVROP Press Release, December 2, 2009*
- *"MVROP to Bring Cheer to Those Less Fortunate" MVROP Press Release, December 3, 2009*

d. **Items from the Board:**
Member Harper requested for staff to provide a risk assessment of MVROP buildings and programs to be presented to the Board. Superintendent Brown and staff suggested several different options for future presentations to the Board on the subject.

e. **Public Comment**
None

Consent Calendar:

Member Sweeney pulled item BF&F #3, Surplus Inventory, and E&P#1, Report for Certificated Personnel Actions, for discussion.

Member Sweeney made a motion to approve Consent Items A, B&F#1-2 and 4, C and D#2 in the Consent Calendar. Member Harper made a second to approve the motion. Members voted 3-0 to approve Consent Items A, B&F#1-2 and 4, C and D#2 in the Consent Calendar.

Further discussion and subsequent Board inquiries were answered regarding B&F#3 and the donation of surplus equipment in addition to E&P#1 and the Report for Certificated Personnel Actions.

Member Harper made a motion to approve item B&F#3 and E&P#1 in the Consent Calendar. Member Sweeney made a second to approve the motion. Members voted 3-0 to approve item B&F#3 and E&P#1 in the Consent Calendar.

Business and Finance #1 **Review Budget Modification Plan**

Marie dela Cruz, MVROP Business Services Director, reviewed Business and Finance Item #1 and answered subsequent Board inquiries regarding the attorney opinion regarding the impact of the proposed step and column freeze to MVROP employees.

Member Rodriguez requested for staff to present the written attorney opinion regarding the impact of the proposed step and column freeze to MVROP employees at the January 2010 Governing Council meeting.

Item is Information Only

Business and Finance #2 **First Interim Report**

Marie dela Cruz, MVROP Business Services Director, reviewed Business and Finance Item #2 and answered subsequent Board inquiries regarding the First Interim Report.

Member Harper made a motion to approve the First Interim Report. Member Sweeney made a second to the motion. Members voted 3-0 to approve the First Interim Report.

Board of Education #1 **Guidelines for Developing Career Pathway Models**

Superintendent Brown and Shelley Adams reviewed Board of Education Item #1 with the Board and answered subsequent Board inquiries regarding the Guidelines for Developing Career Pathway Models.

Item is Information Only

Board of Education #2 **Recommendation for Election of Officers for 2010**

Superintendent Brown reviewed Board of Education Item #2 with the Board and answered subsequent Board inquiries regarding the recommendation for Election of Officers for 2010.

All members approved the current election rotation and determined that the election of officers would take place in the January 2010 Governing Council meeting; therefore no vote was taken on this item.

Board of Education #3 **MVROP Governing Board Meeting Dates**

Superintendent Brown reviewed Board of Education Item #3 with the Board and answered subsequent Board inquiries regarding the recommendation for MVROP Governing Board Meeting Dates for the remainder of the school year.

The Governing Board opted to confirm the January 21, 2010 Governing Council meeting. The meeting was set to start at 4pm. All other meetings dates were tabled to be reviewed after the Election of Officers in the January 21, 2010 meeting.

Member Sweeney made a motion to approve the January 21, 2010 Governing Board Meeting Date. Member Harper made a second to approve the motion. Members voted 3-0 to approve the January 21, 2010 Governing Board Meeting Date.

The meeting was adjourned to Closed Session at 6:22pm.

The meeting was reconvened to Open Session at 6:50pm.

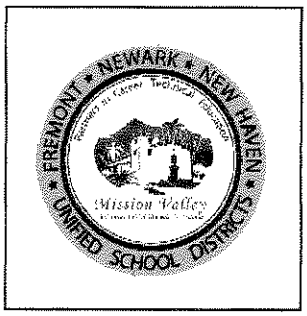
Member Sweeney made a motion to extend the Contract of the Superintendent through June 30, 2011. Member Harper made a second to the motion. Members voted 3-0 to extend the Contract of the Superintendent through June 30, 2011.

The meeting was adjourned at 6:51pm.

_____
Ray Rodriguez, President

_____
Kevin Harper, Vice President

_____
Larry Sweeney, Clerk



Business and Finance

MISSION VALLEY ROP

PURCHASE ORDER REPORT
PURCHASE ORDER'S OVER $5,000
BOARD MEETING 1/21/10
PO Period: 12/4/09-1/10/10
AGENDA ITEM - B&F #1

PO NUMBER	VENDOR NAME & ACCOUNT CODE	DESCRIPTION	AMOUNT

No PO's over $5,000

Mission Valley ROP
Warrants $5,000 and above
Fiscal Year 09-10

B&F #2
January 21, 2010

Date	Warrant #	Vendor	Purpose	Amount	PO number
12/16/09	TF 100430	FUSD	ROP Busing for October and November	$ 24,996.51	
12/17/09	958593	Peninsula Digital Inc	Blueprints (3 invoices)	$ 7,440.63	103736

_____ 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: January 21, 2010

TITLE: Adopt Resolution No. 7-0910
Increase to Income
PG&E Bright Ideas Grant

Current Status:

Mission Valley ROP has been awarded a Bright Ideas Grant in the amount of $10,000 from the PG&E's solar schools program.

The grant may be used for supplies, materials, and equipment needed to build a solar farm.

Recommendation:

Staff recommends adoption of Resolution 7-0910 authorizing the increase to income and the proposed use of funds.

Marie dela Cruz, 657-1865	ROP Center	Bus. Svcs. Charles Brown
Staff Contact Person	**Department**	**Division Superintendent**

Based on Form J-62
State Department of Education

District Request No.7-0910
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: January 21, 2010

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:

PG& E grant

INCOME APPROPRIATION	ACCOUNT NO.	AMOUNT
PG&E Grant	81-9660-0-0000-0000-8699-000-0000	10,000

EXPENDITURE APPROPRIATION	ACCOUNT NO.	AMOUNT
Supplies	81-9660-0-6706-1001-4310-661-6998	7,800
Non capitalized equipment	81-9660-0-6706-1001-4410-661-6998	2,200
		10,000

Respectfully submitted,

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

_____ Request Approved _____ Not Approved

Posted by:_____

_____ 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: January 21, 2010

TITLE: Adopt Resolution No. 8-0910
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:

Donated to	Donated by	Item
Culinary Kennedy	Staff for attendance at Thanksgiving luncheon	$47

Recommendation:

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

Marie dela Cruz, 657-1865 ROP Center Bus. Svcs. Charles Brown
Staff Contact Person **Department** **Division** **Superintendent**

Based on Form J-62
State Department of Education

District Request No.8-0910
B&F #4

FOR MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

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

Fremont, California

Date: January 21, 2010

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	81-0635-0-0000-0000-8699-000-0000	47

EXPENDITURE APPROPRIATION	ACCOUNT NO.	AMOUNT
Culinary Kennedy - Moschetti	81-0635-0-6621-1001-4310-652-6998	47

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 #5

DATE OF BOARD MEETING: January 21, 2010

TITLE: Annual Organization Meeting and
Authorized Signatures - Resolution #9-0910

Background:

An annual organizational meeting of the Governing Council is required per Education Code 35143 and 35149. 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. Government Code Sections 53050 and 53051 require a statement to be filed whenever there is a change in the officers or members of your governing board.

Current Status:

The following forms required by Alameda County of Education must be completed as part of the Annual Organizational meeting.

1. Notification to County Superintendent of Schools of Annual Organization Meeting Date and Time
2. Board Members' Signature Card, Authorized Signatures
3. Authorized Agents' Signature Card, Authorized Signatures, Payroll Warrants and Disbursements
4. Statement of Facts Roster of Public Agencies Filing

Recommendation:

Staff recommends approval of Resolution #9-0910 Authorized Signatures and required forms for the Annual Organizational meeting

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

Mission Valley ROP of Alameda County, State of California

RESOLUTION #9-0910
AUTHORIZED SIGNATURES

WHEREAS, the Governing Board of Mission Valley Regional Occupational Program of Alameda County, California wishes to designate certain persons employed by the district to sign orders drawn on funds of the district in its behalf; and

WHEREAS, Education Code 42632 requires that at least a majority of the members of the Governing Board of the district approve all orders drawn on the funds of the district; and

WHEREAS, Education code 42632 also allows the Governing Board of said district to authorize a person or persons to sign said orders in its behalf;

Now, therefore, be it resolved that the person or persons listed below are herewith so designated:

Name	Title
Larry Sweeney	Board Member
Janice Schaefer	Board Member
Kevin Harper	Board Member
Charles Brown	Superintendent
Marie dela Cruz	Director of Business Services

And, be it further resolved that pursuant to Education Code Section 42633, said authorized signatures shall be filed with the County Superintendent of Schools on the signature cards that have been provided by the County Superintendent of Schools.

PASSED AND ADOPTED this __21st___ day of __January___ 2010 by the Governing Board of Mission Valley ROP at its regular meeting held at 5019 Stevenson Blvd, Fremont, State of California.

AYES: _____
NOES: _____
ABSENT: _____
ABSTAIN: _____

I certify that the foregoing resolution was duly introduced, passed, and adopted by the MVROP Board of Education at a meeting held on January 21, 2010.

Clerk of the Governing Council:_____

NOTIFICATION TO COUNTY SUPERINTENDENT OF SCHOOLS OF ANNUAL ORGANIZATION MEETING DATE AND TIME

TO: County Superintendent of Schools

You are hereby notified, in accordance with Education Code 35143, that the Annual Organization of the:

Mission Valley ROP **School District of Alameda County**

Will be held on:

Month/Day/Year **1/21/10** **at** **4:00 p.m.**

Date **Clerk/Secretary of the Governing Board**

Mission Valley ROP

BOARD MEMBERS' SIGNATURE CARD
AUTHORIZED SIGNATURES

TO THE ALAMEDA COUNTY SUPERINTENDENT OF SCHOOLS:

Pursuant to Education Code Section 42632 for K-12 Education and Section 85232 for Community Colleges, each order drawn on the funds of our school district shall be signed by at least a majority of the members of the governing board of the district.

The following signatures are those of each member presently serving on the governing board.

1.	_____ Signature	Larry Sweeney Type Name
2.	_____ Signature	Janice Schaefer Type Name
3.	_____ Signature	Kevin Harper Type Name
4.	_____ Signature	_____ Type Name
5.	_____ Signature	_____ Type Name
6.	_____ Signature	_____ Type Name
7.	_____ Signature	_____ Type Name

This is to certify that the signatures that appear on this card are true and were affixed in my presence.

_____ Date

_____ Clerk of the Governing Council

AUTHORIZED AGENTS' SIGNATURE CARD
AUTHORIZED SIGNATURES
PAYROLL WARRANTS AND DISBURSEMENTS

TO THE ALAMEDA COUNTY SUPERINTENDENT OF SCHOOLS:

Pursuant to Education Code Section 42632 for K-12 Education and Section 85232 for Community Colleges, each order drawn on the funds of our school district shall be signed by at least a majority of the members of the governing board of the district or by a person(s) authorized by the governing board to sign orders in its name; and the governing board of each school district shall be responsible for filing signatures with the County Office per Education Code Section 42633.

The following signature(s) is/are the person(s) authorized by the governing board to sign orders in its name:

1. _____ Charles Brown
Signature Type Name

Superintendent
Title

2. _____ Marie dela Cruz
Signature Type Name

Director of Business Services
Title

3. _____ _____
Signature Type Name

_____
Title

4. _____ _____
Signature Type Name

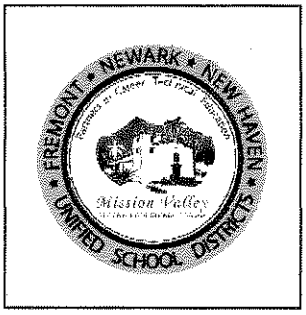
_____
Title

5. _____ _____
Signature Type Name

_____
Title

This is to certify that the signatures that appear on this card are true and were affixed in my presence.

_____ _____
Date Clerk of the Governing Council



Curriculum & Instruction

MISSION VALLEY REGIONAL OCCUPATIONAL CENTER/PROGRAM

BOARD OF EDUCATION

AGENDA ITEM

___x___Information

___x___Action

_____Presentation

Date of Board Meeting: January 21, 2010

TITLE: Mission Valley ROP/ Nursing Assistant and HOSA
HOSA Professional Development Program/ CA State Conference
Ontario, CA – March 11-14, 2010

Background:

Students who have joined HOSA (Health Occupations Student Association), are invited to pursue the Professional Development Program (employability skills) and compete at the HOSA California State Conference. This year the competition will be held on Thursday, March 11-14, 2010 at the Double Tree Hotel located in Ontario, CA.

Current Status:

Five students total from the MVROP HOSA Chapter will participate in this conference. There will be one student from Newark High, two students from John F. Kennedy High, one student from American High, and one student from Washington High attending this competition. Students will depart on Thursday, March 11, 2010 at 7 a.m. and will return by 6:00 p.m. on Sunday, March 14, 2010. While at the competition, students will be required to compete against other HOSA chapters. Parents are responsible for transporting their own student to and from the San Jose International Airport. Students will depart to the conference via Southwest Airlines from San Jose International Airport and will arrive at the LA/Ontario Airport. Students will be staying at the Double Tree Hotel in Ontario. Students will be chaperoned by one certificated staff member and two parent volunteers. A third parent will be in attendance on the trip to serve as chaperone for her son. Students will miss two instructional days for this trip and are responsible for any missed assignments. There will be no swimming during this trip. All funds for this trip were raised through student fund raisers and parent donations. No student will be denied access to this activity due to inability to pay. There will be no cost to the district.

Recommendation:

Approve the trip.

Margie Trujillo, 657-1865 x 15137	MVROP	Instruction	Charles Brown
Name/Phone # of Staff Contact Person	Department	Division	Superintendent

MISSION VALLEY REGIONAL OCCUPATIONAL CENTER/PROGRAM

x Information

BOARD OF EDUCATION

x Action

AGENDA ITEM

Presentation

Date of Board Meeting: January 21, 2010

TITLE: Mission Valley ROP/ Forensics and SKILLSUSA
SKILLSUSA Professional Development Program/ CA Region State Conference
San Diego, CA – April 8-11, 2010

Background:

Students who have joined SKILLSUSA, establishing a Chapter at MVROP, are invited to pursue the Professional Development Program (employability skills) and compete in Crime Scene Investigation Skills Competition at the California State Conference. This year the competition will be held on Thursday, April 8-11, 2010 at the San Diego Conference Center located in San Diego, CA.

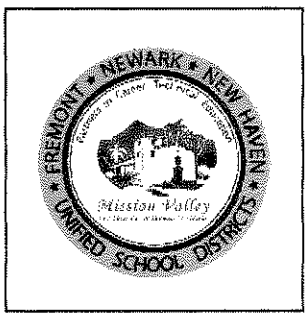
Current Status:

Twenty-nine students total from the MVROP Forensics SKILLSUSA Chapter will participate in this competition. There will be six students from Newark High, six students from John F. Kennedy High, six students from American High, three students from Washington High, two students from Robertson High, one student from C.O.I.L. and one student from James Logan High will attending this competition. There also will be four college students (2nd year members of the MVROP SKILLSUSA Chapter), one from San Jose State University, one student from Cal State East Bay University and two students from Ohlone College in attendance. Students will depart on Thursday, April 8, 2010 at 7 a.m. and will return by 6:00 p.m. on Sunday, April 11, 2010. While at the competition, students will be required to compete against other SKILLSUSA chapters. Parents are responsible for transporting their own student to and from the Oakland Airport. Students will depart to the conference via Southwest Airlines from Oakland Airport and will arrive at the San Diego Airport. Students will be staying at the Best Western Seven Seas Hotel in Mission Valley, San Diego. Students will be chaperoned by one certificated staff member and two parent volunteers. Students will not miss any instructional days for this trip. There will be no swimming during this trip. All funds for this trip will be paid through the annual National and State membership fees for all students participating in SKILLSUSA. No student will be denied access to this activity due to inability to pay. There will be no cost to the district.

Recommendation:

Approve the trip.

Margie Trujillo, 657-1865 x 15137	MVROP	Instruction	Charles Brown
Name/Phone # of Staff Contact Person	Department	Division	Superintendent



Employment Personnel

MISSION VALLEY REGIONAL OCCUPATIONAL CENTER/PROGRAM
GOVERNING COUNCIL

AGENDA ITEM

_____ Information

Date: January 21, 2010 ___X___ Action

Title: REPORT OF CERTIFICATED PERSONNEL ACTIONS

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 and Resignation.*

Shelley Adams
(510) 657-1865

Certificated Personnel
Division

Charles Brown
Superintendent

ECL 1

CONSENT ITEMS
MISSION VALLEY ROP

Certificated Personnel

Hourly

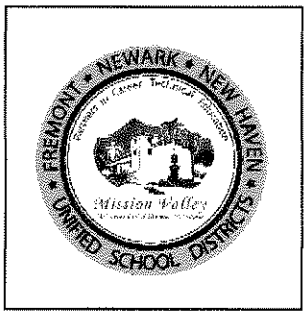
NAME	HOURS PER DAY	SUBJECT	EFFECTIVE DATE	OTHER
Chris Pella	Varies	Substitute	1/7/10	

Resignation

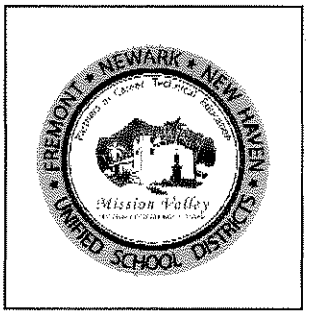
NAME	FTE	6 HR/7HR	DEPARTMENT	EFFECTIVE DATE	OTHER
Jeremy Love	.4	6 hr	Arts, Media, & Entertainment	12/19/09	

(con7jan0910)

End of Consent



Business and Finance



Business and Finance #1

X	Information
	Action
	Presentation

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

BOARD OF EDUCATION

AGENDA ITEM

Business and Finance #1

Date of Board Meeting: **January 21, 2010**

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.

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. State budget situation is continually changing due to increasing state budget deficits and uncertain tax receipts. We expect there will be potential mid-year cuts again this year (2009-10).

Governing Council requested that staff develop budget contingencies to mitigate potential midyear cuts.

Status:

Governing Council requested information about the impact of the proposed furlough days and step and column freeze to MVROP employees to be provided at the December 2009 Governing Council meeting. Attorneys Miller, Brown and Dannis provided a written advisory opinion on December 16, 2009.

Recommendation:

Governing Council will review advisory opinion from Miller, Brown and Dannis.

Charles Brown	Business Services	Charles Brown
Staff Contact	Division	Superintendent, Mission Valley ROP

INGRID A. SCHERSCHEL
ATTORNEY AT LAW
ischerschel@mbdlaw.com

SAN FRANCISCO

MILLER BROWN DANNIS
ATTORNEYS

December 16, 2009

VIA E-MAIL & FACSIMILE

Marie dela Cruz
Director of Business Services
Mission Valley ROP
5019 Stevenson Blvd.
Fremont, CA 94538

Re: Salary Schedule Freeze
Our File No. 4973.1106

SAN FRANCISCO
71 Stevenson Street
Nineteenth Floor
San Francisco, CA 94105
Tel 415.543.4111
Fax 415.543.4384

LONG BEACH
301 East Ocean Boulevard
Suite 1750
Long Beach, CA 90802
Tel 562.366.8500
Fax 562.366.8505

SAN DIEGO
750 B Street
Suite 2310
San Diego, CA 92101
Tel 619.595.0202
Fax 619.702.6202

www.mbdlaw.com

Dear Ms. dela Cruz:

You have asked our firm for an advisory opinion regarding the pros and cons of implementing a salary schedule freeze for all employees including classified, certificated and management.

Generally, we do not recommend that districts implement a salary schedule freeze as a cost savings measure since there may be unintended consequences due to non-uniformity and because of the potential adverse impact on current and newer employees. Unintended consequences may include employees with the same level of training and years of experience being treated differently and not getting credit for training or years of service; placement of a new employee higher on the salary schedule than current employees based on years of service in other districts; or employees not receiving full PERS or STRS credit. An adverse impact on new employees may include not being provided appropriate credit for prior service in other districts.

Additionally, depending on the type of salary schedule freeze implemented, the cost savings to the District may only be for one year. For example, if an employee is on Step 4 for 2008-2009; moved to Step 5 for 2009-2010 with the freeze effective for 2009-2010 but the salary on Step 5 is not received; and then is moved to Step 6 for 2010-2011 and the freeze lifted such that the employee now receives the salary at Step 6, the District only has a one year cost savings for 2009-2010. However, should the freeze mean that no employees move up on the salary schedule from 2008-2009 to 2009-2010 and are later moved up in 2010-2011, the District will see

an on-going cost savings because it is not "making up" for the year of the salary freeze as in the prior example.

Accordingly, should a district decide to implement a salary schedule freeze it must be applied in a uniform manner to all employees, otherwise it violates the Education Code and case law. (See Education Code section 45028; *Adair v. Stockton Unified* (2008) 1362 Cal.App.4th 1436.) Also, we know of no statute or case law that requires employees to be made whole after a salary schedule freeze is implemented.

Given that the District's employees are unrepresented by a union, should the District decide to implement a salary schedule freeze it may do so unilaterally because negotiations are not required under the Rodda Act, Government Code section 3540 *et seq.*, for unrepresented employees. An alternative to a salary schedule freeze is furlough days as a cost savings means which also need not be negotiated.

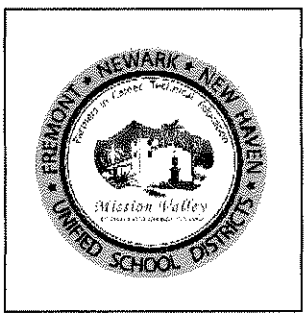
Please feel free to contact us if you have any questions.

Sincerely,

MILLER BROWN & DANNIS

Ingrid A. Scherschel

407274_1



Business and Finance #2

__X__ Information
__X__ Action
__X__ Presentation

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

BOARD OF EDUCATION

A G E N D A I T E M

Business & Finance #2

DATE OF BOARD MEETING: January 21, 2010

TITLE: Review and Accept Audit Report from Vavrinek, Trine, Day & Co. for the Fiscal Year 2008/2009

Background:

Each year the District is required to have an independent audit by an outside auditor.

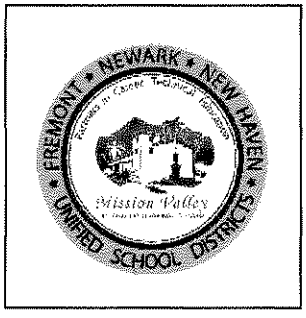
Current Status:

A copy of the fiscal year ended June 30, 2009 audit report by Vavrinek, Trine, Day & Co. is enclosed for your review (reference attachment A). There were no findings for 2008/2009 and no findings from 2007/2008 to implement.

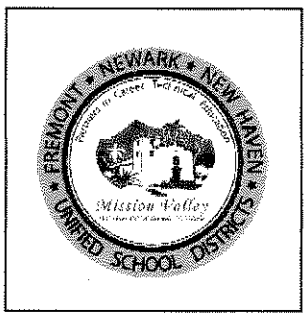
Recommendation:

Staff recommends approval of the 2008/2009 fiscal year ended June 30, 2009 audit report for Mission Valley Regional Occupational Program.

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



Board of Education



Board of Education #2

Mission Valley ROP
Governing Council Meeting Schedule
2009/2010 School Year

The Governing Council meets at 5 p.m. on the third Thursday of the month (when not conflicting with a school holiday) in the MVROP Board Room. Dates to be considered for the end of the 2009/2010 school year are as follows:

- **Thursday, February 18, 2010**
- **Thursday, March 18, 2010**
- **Thursday, April 22, 2010**
- **Thursday, May 20, 2010**
- **Thursday, June 24, 2010**

MVROP Governing Council	3rd Thursday
Fremont Unified School District	2nd, 4th Wednesday
New Haven Unified School District	1st, 3rd Tuesday
Newark Unified School District	1st, 3rd Tuesday

End of Board Packet