

NORTH KERN VOCATIONAL TRAINING CENTER



BOARD OF DIRECTORS

Patricia Sanchez, President
Joel Ackerknecht, Vice-President
Art Armendariz, Clerk
Joe Roman, Member
Wayne Montgomery, Member

PARTNERING DISTRICTS

Delano Joint Union High School District
Wasco Union High School District

EXECUTIVE DIRECTOR

Amy Bean

BOARD OF DIRECTOR'S REGULAR BOARD MEETING

Thursday, September 21, 2017 - 5:00 p.m.
Location: NK-Delano – Room 1

ADOPTED MINUTES

Board Members Present: Joe Roman, Joel Ackerknecht, Patricia Sanchez, Wayne Montgomery and Art Armendariz

Board Members Absent: None.

- I. Call to Order
The meeting was called to order at 5:01 p.m. by Patricia Sanchez, Board President.
 1. The flag was saluted
- II. Adopt the Agenda
It was moved by Mr. Ackerknecht and seconded by Mr. Roman to adopt the Agenda of the September 21, 2017, Regular Board Meeting. Motion Carried: 5-0-0
- III. Approval of Minutes
It was moved by Mr. Armendariz and seconded by Mr. Ackerknecht to approve the Unadopted Minutes of the August 17, 2017, Regular Board Meeting. Motion Carried: 5-0-0
- IV. Public Comments
None.
- V. Board Members' Reports
Mr. Armendariz – Nothing to report at this time.
Mrs. Sanchez – Nothing to report at this time.
Mr. Ackerknecht – Nothing to report at this time.
Mr. Roman – Nothing to report at this time.
Mr. Montgomery – Nothing to report at this time.
- VI. Executive Director's Report
 - Mrs. Bean introduced the staff members who were present: John Steward, Construction; Jennifer Neufeld, Nursing Assistant; Trudy James, Nursing Assistant; Delia Godinez, Medical Receptionist; Karen Hart, Secretary; and Janette Wallace, Lead Bus Driver. Each staff member introduced their job and made a comment about how they positively impact students.
 - Mrs. Bean expressed appreciation for the efforts of our NK staff, their passion, and their commitment to students, and thanked the staff for their support during her recent absence.

- Mrs. Neufeld and Ms. Godinez attended the SkillsUSA Regional Conference in Paso Robles, Ca. on September 16, 2017. Mrs. Bean and staff members Jennifer Neufeld, Frank Silva, and Robert Courtney visited Kern ROC in Bakersfield to gather information/ideas about their SkillsUSA Program. Mrs. Neufeld shared her experience of the visit and future goals for establishing a Chapter at NKVTC.
 - o Mr. Ackerknecht stated that the Board is very supportive of SkillsUSA as it was a good way to help students gauge their progress against other programs.
 - o Mrs. Bean mentioned that one of the many components of SkillsUSA is the ready lesson plans that help teach soft skills (communication, responsibility, etc.), and the other is competitions. And although our students will not be competing this year, the competitions that NKVTC students can participate in will be valuable assessment for our students.
 - o Mrs. Bean mentioned the proposed dates for graduations: NK-Wasco: May 17, 2018 and NK-Delano: May 24, 2018. She noted that the May 17 date is the third Thursday of the month which is generally when our Board meetings take place. She asked Board members if they would like to keep that date for the Board meeting and hold the meeting at 4:00 pm, allowing Board members to be able to attend the graduation ceremony right after the meeting. Or, if they would prefer moving the meeting to another date? The Board leaned favorably toward having the Board meeting on the same night as the graduation ceremony in Wasco.
 - o Mrs. Bean stated that the Prop. 51 Grant Program designates money for CTE facilities and that ROP's can apply.
- Mrs. Bean acknowledged Carlos Navarro for his 5-years of service to NKVTC.
- The board discussed the current situation with the buses and using reserves to buy buses. There was a general consensus to consider utilizing the lease option to be able to pursue new buses.

VII. Discussion and Action

1. It was moved by Mr. Montgomery and seconded by Mr. Ackerknecht to Approve the Revised Job Descriptions for Administrative Assistant, Lead Bus Driver and Bus Driver.
Motion Carried: 5-0-0
2. It was moved by Mr. Ackerknecht and seconded by Mr. Armendariz to Approve the Agreement for Consultant Services between West Valley-Mission Community College District and NKVTC.
Motion Carried: 5-0-0
3. It was moved by Mr. Ackerknecht and seconded by Mr. Montgomery to Approve the Memorandum of Understanding (M.O.U.) between NKVTC and WUHSD for Medical Assistant Training.
Motion Carried: 5-0-0
4. It was moved by Mr. Roman and seconded by Mr. Ackerknecht to Approve the Wasco Advisory Committee Meeting Date Scheduled on Tuesday, October 24, 2017 and the List of Advisory Members for 2017-2018.
Motion Carried: 5-0-0
5. It was moved by Mr. Montgomery and seconded by Mr. Armendariz to Approve Medical Receptionist Instructor Delia Godinez to attend Students at the Center Conference, December 7-10, 2017, in San Diego, CA.
Motion Carried: 5-0-0
6. There was discussion regarding the need for NKVTC to purchase two buses. Mrs. Wallace (Lead Bus Driver) presented the Board with pricing and bus specification information and related that she and Ms. Williams (Bus Driver) recently test drove buses that met our (NKVTC) requirements but finding buses that would fit in the bus garage at WHS was challenging. It was suggested by Mr. Armendariz and Mr. Ackerknecht to move forward with the purchase of new buses so as not to be out of compliance in January 2018.
No Motion Made



7. It was moved by Mr. Ackerknecht and seconded by Mr. Roman to Approve Mrs. Bean Attending the National Career Pathways Network: Career Pathway Leadership Certification through Kern CCP2 Consortium in Bakersfield on October 18 and 19, 2017. Motion Carried: 5-0-0
8. It was moved by Mr. Montgomery and seconded by Mr. Armendariz to Approve the Monthly Budget Report. Motion Carried: 5-0-0
9. It was moved by Mr. Ackerknecht and seconded by Mr. Armendariz to Approve Warrants, Claims, Transfers and Accounts. Motion Carried: 5-0-0
10. It was moved by Mr. Armendariz and seconded by Mr. Montgomery to Approve Unaudited Actuals. Motion Carried: 5-0-0

VIII. Closed Session/Government Code Section Public Employee Dismissal/Discipline/Release

The meeting convened in Closed Session at 5:55 p.m.

Regular Session

The meeting reconvened in Open Session at 6:35 p.m.

Announcements of Closed Session Actions

Nothing to report.

IX. Discussion and Information

1. The Board reviewed Monthly Enrollment Reports for August and September.
2. The Board was notified that the Annual Organizational Meeting will be held during the Regular Meeting on December 21, 2017.

X. Adjournment

It was moved by Mr. Armendariz and seconded by Mr. Ackerknecht to adjourn the meeting.

Motion Carried: 5-0-0

Meeting adjourned at 6:36 p.m.

