



1126 North Melrose Dr., Vista, CA 92083

Members of the Governing Board: Brian Cox, Mitchell Diehl, Shandon Harbor, Paul Polito, Doreen Quinn, Patricia Sprotte

MINUTES – MEETING OF THE GOVERNING BOARD
October 31, 2017 – 7:30 AM

I. PRELIMINARY

a. CALL TO ORDER

Board Member Paul Polito called to order the North County Trade Tech High School Board of Directors Meeting at 7:50 am on Tuesday, October 31, 2017.

b. ROLL CALL

Present: Brian Cox, Paul Polito, Doreen Quinn, Patricia Sprotte

Absent: Mitchell Diehl, Shandon Harbour

Guests:

Phil Lutgen- North County Trade Tech High School

Mary Anne Herman- New Haven Youth & Family Services, Inc.

c. APPROVAL OF AGENDA

Motion: Paul Polito

Second: Patricia Sprotte

Table with 5 columns: Member, Aye, Nay, Abstain, Absent. Rows include Cox, Diehl, Harbour, Polito, Quinn, Sprotte.

II. COMMUNICATIONS

a. PUBLIC COMMUNICATIONS

None.

b. BOARD CHAIRMAN/CEO REPORT:

Doreen Quinn provided an update on the building acquisition.

c. PRINCIPAL'S REPORT:

See Section IV.

d. BOARD MEMBER COMMENTS

None.



III. **CONSENT AGENDA ITEMS**

- a. Approval of Minutes: June 20, 2017

Motion: Brian Cox

Second: Doreen Quinn

Member	Aye	Nay	Abstain	Absent
Cox	x			
Diehl				x
Harbour				x
Polito	x			
Quinn	x			
Sprotte	x			

- a. Approval of Minutes: August 15, 2017

Motion: Paul Polito

Second: Patricia Sprotte

Member	Aye	Nay	Abstain	Absent
Cox	x			
Diehl				x
Harbour				x
Polito	x			
Quinn	x			
Sprotte	x			

- b. Approval of Check Registers: June – September 2017

Motion: Paul Polito

Second: Patricia Sprotte

Member	Aye	Nay	Abstain	Absent
Cox	x			
Diehl				x
Harbour				x
Polito	x			
Quinn	x			
Sprotte	x			

- c. Approval of Employee Reimbursements

Paul Polito had a few questions and Phil Lutgen responded.

Motion: Paul Polito

Second: Patricia Sprotte

Member	Aye	Nay	Abstain	Absent
Cox	x			
Diehl				x
Harbour				x
Polito	x			
Quinn	x			
Sprotte	x			

IV. **ITEMS SCHEDULED FOR INFORMATION/ACTION**

- a. Financial Presentation:  
 EdTec provide the financial presentation package and Phil Lutgen reviewed the financials with the Board. The Board responded with questions.  
 Motion: Doreen Quinn  
 Second: Patricia Sprotte

Member	Aye	Nay	Abstain	Absent
Cox	x			
Diehl				x
Harbour				x
Polito	x			
Quinn	x			
Sprotte	x			

- b. Principal’s Approvals:
- i. Principal’s Report: Principal Phil Lutgen stated that enrollment is at 174 students. Attendance letters have been mailed to student’s families struggling to get to school. There are currently 46 Special Ed students and 38 English Learners. In March 2018, the WASC Accreditation 3 person team will be at Trade Tech over a period of 3 days. This is Trade Tech’s 6<sup>th</sup> year of WASC accreditation. The LCAP will be the primary portion of the WASC Accreditation. Phil will move forward with getting a facilities energy audit in anticipation of applying for Prop 39 funding.
  - ii. Review LCAP: The LCAP has been fully implemented. At the next meeting, Phil Lutgen will report on how the LCAP if affecting student learning.
  - iii. Review Special Student and Interventions- Board Members reviewed at the August 2017 meeting and again at today’s meeting.

Motion: Doreen Quinn  
 Second: Patricia Sprotte

Member	Aye	Nay	Abstain	Absent
Cox	x			
Diehl				x
Harbour				x
Polito	x			
Quinn	x			
Sprotte	x			

- c. Authorize Application for Prop 51 CTE Facilities Grant  
 Principal Phil Lutgen needs Board approval to apply for the Prop 51 CTE grant. The grant request will be for approximately \$250,000. Should Trade Tech be awarded the grant, funds would be used for the machining program. It is a matching funds grant. Funding would not become available until June 2018 and would affect the 2018-19 school year.  
 Motion: Patricia Sprotte  
 Second: Paul Polito

Member	Aye	Nay	Abstain	Absent
Cox	x			
Diehl				x
Harbour				x
Polito	x			
Quinn	x			
Sprotte	x			

- d. Approve FY 2017-2018 EPA Spending Plan & Resolution  
 The EPA Spending Plan & Resolution is an annual approval process that states Trade Tech will comply with the guidelines noted.

Motion: Doreen Quinn

Second: Patricia Sprotte

Member	Aye	Nay	Abstain	Absent
Cox	x			
Diehl				x
Harbour				x
Polito	x			
Quinn	x			
Sprotte	x			

- e. Approve FY 2016-2017 Audit  
 Paul Polito provided an update on the Audit. He recommended that the Board accept the 2016-17 Audit with the exception of the missing dates (as discussed). Doreen Quinn made a motion to accept the 2016-17 Audit subject to the date updates. Patricia Sprotte seconded the motion; all in favor.

Motion: Doreen Quinn

Second: Patricia Sprotte

Member	Aye	Nay	Abstain	Absent
Cox	x			
Diehl				x
Harbour				x
Polito	x			
Quinn	x			
Sprotte	x			

V. **ADJOURNMENT**

The meeting was adjourned at 8:30am

Motion: Patricia Sprotte

Seconded: Paul Polito

Member	Aye	Nay	Abstain	Absent
Cox	x			
Diehl				x
Harbour				x
Polito	x			
Quinn	x			
Sprotte	x			

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

The Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

SPECIAL PRESENTATIONS MAY BE MADE

Notice is hereby given that, consistent with the requirements of the Bagley-Keene Open Meeting Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Board may request assistance by contacting NCTT at (760) 598-0782.

FOR MORE INFORMATION

For more information concerning this agenda or for materials relating to this meeting, please contact NCTT at (760) 598-0782.