

**PUPIL TRANSPORTATION COOPERATIVE
BOARD OF DIRECTORS
August 9, 2017
Location: South Whittier School District
BOARD MEETING MINUTES**

9:00 A.M.

Roll Call - Present:

President	- Mr. Manny Correa, Little Lake City School District
Vice-President	- Mr. Manoj Roychowdhury, El Rancho Unified School District
Board Member	- Mr. Rick Holash, East Whittier City School District
Board Member	- Mr. Douglas McMasters, Los Nietos School District
Board Member	- Mr. Mark Keriakous, South Whittier School District
Board Member	- Mr. Jon McNeil, Whittier City School District
Board Member	- Dr. Monica Oviedo, Whittier Union High School District

Roll Call – Absent:

None

STAFF MEMBERS PRESENT:

Mr. Steve Bui, Executive Director
Ms. Carina Lazcano, Operations Manager
Ms. Joanne Gallegos, Manager of Fiscal Services
Ms. Dana L. Williams, Administrative Secretary

STAFF MEMBERS ABSENT:

GUESTS:

Sal Holquin, AALRR

I. CALL TO ORDER

A. Roll Call

Mr. Correa called the meeting to order at 9:13 a.m.

B. Mr. Holash led the Pledge of Allegiance.

II. ADOPTION OF AGENDA

A. August 9, 2017

A motion to adopt the August 9, 2017 agenda was made by Dr. Oviedo, seconded by Mr. McMasters, and unanimously approved by all present. **Motion carried all in favor 7 to 0.**

III. APPROVAL OF MINUTES

A. July 13, 2017

A motion to approve the July 13, 2017 minutes was made by Mr. Holash, seconded by Dr. Oviedo, and unanimously approved by all present. **Motion carried all in favor 7 to 0.**

IV. PUBLIC COMMENTS

Any person who wishes to address an item on the agenda may do so at this time. Comments or suggestions from visitors are restricted to items appearing on the agenda and are limited to three (3) minutes. A public comment card/Speaker Slip must be completed by the Board Secretary and received prior to the start of the meeting in order to make a comment.

None.

V. CONSENT CALENDAR

These consent calendar items are expected to be routine and non-controversial. They will be acted upon by the Board as one item without discussion. If any Board Member requests an item be removed from the Consent Calendar, it will be taken up in order indicated on the agenda.

1. Approval of Personnel Report (1718-02)
 - a. Ratification of Approval for Change of Status
 - b. Ratification of Approval for Employment
 - c. Ratification of Approval for Resignation/Termination of Employment
2. Ratification of Approval of Purchase Order numbers **37804** through **37929** in the amount of **\$855,847.35** for the month of **July 2017**.
3. Ratification of Approval of Warrant Register Report for warrants issued from the General Fund in the amount of **\$539,845.25** for the month of **July 2017** as presented.
4. Ratification of Approval of Payroll Register Report for the period of **July 2017** in the amount of **\$421,129.77**, as presented.
5. Ratification of Approval of Open Purchase Order numbers from **37833** through **37844** in the amount of **\$258,000** from **July 1, 2017** through **June 30, 2018**, as presented.

A motion to approve the Consent Calendar was made by Mr. McNeil, seconded by Mr. Roychowdhury, and unanimously approved by all present. **Motion carried all in favor 7 to 0.**

VI. ACTION ITEMS / ATTACHMENT

A. Approval PTC Board meeting dates for School Year 2017-2018

A motion to approve the PTC Board dates for 2017-2018 was made by Mr. Roychowdhury, seconded by Dr. Oviedo, and unanimously approved by all present. **Motion carried all in favor 7 to 0.**

VII. CLOSED SESSION

The Board will adjourn the meeting to Closed Session to discuss the following:

- *7.1 Personnel: Public Employee Discipline / Dismissal / Release
- *7.2 Request for Leave of Absence EID #PC1703722
- *7.3 Vernon Kinder vs. Pupil Transportation Cooperative, Case No: BC607966
- *7.4 Public Employee Performance Evaluation: Executive Director

A motion to convene into Closed Session at 9:19 a.m. was made by Mr. McMasters, seconded by Mr. Roychowdhury, and unanimously approved by all present. **Motion carried all in favor 7 to 0.**

VIII. RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 12:29 p.m.

No Action taken.

IX. DISCUSSION ITEMS

None

X. DIRECTOR'S REPORT

- A. Orientation / Bidding (August 10 / August 11, 2017)

Mr. Bui advised the Board that the drivers will return on Wednesday, August 10, 2017 for training. He concluded by inviting the Board members to join us for lunch after the bidding process on Friday, August 11, 2017.

XI. BOARD MEMBERS' REPORT

Mr. Roychowdhury stated that there is a new Superintendent at El Rancho. Dr. Oviedo thanked Ms. Lazcano and Mr. Bui for the transport of the student athletes. The remainder of the members stated that the new school year is starting off well and wished everyone a happy new school year.

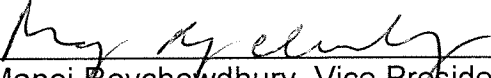
XII. CORRESPONDENCE

- A. Letter to Mr. Manuel Correa, President of the Board of Directors from Mr. Keith D. Crafton, Director of Business Advisory Services at the Los Angeles County Office of Education, regarding the County Superintendent's approval of the Agency's budget for fiscal year 2017-2018.

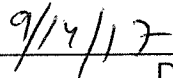
Acknowledged.

.III. ADJOURNMENT

Mr. McNeil made a motion to adjourn the meeting at 12:35 p.m. to Thursday, September 14, 2017 @ 9:00 a.m. at Whittier Union High School District's Board Room for the Regular and Closed Session meeting. Mr. Holash seconded the motion, and it was unanimously approved by all present. **Motion carried all in favor 6 to 0.**



Manoj Roychowdhury, Vice President



Date