

**PUPIL TRANSPORTATION COOPERATIVE  
BOARD OF DIRECTORS  
November 9, 2017  
Location: Whittier Union High School District  
BOARD MEETING MINUTES**

**9:00 A.M.**

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**Roll Call - Present:**

Board President	- Mr. Manny Correa, Little Lake City School District
Board Member (ALT)	- Ms. Lilly Huntenburg, El Rancho Unified School District
Board Member (ALT)	- Mr. Jose Herrera, 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 (ALT)	- Mr. Ruben Hernandez, Whittier City School District
Board Member	- Dr. Monica Oviedo, Whittier Union High School District

**Roll Call – Absent:**

Board Member	- Mr. Jon McNeil, Whittier City School District
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**STAFF MEMBERS PRESENT:**

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

**STAFF MEMBERS ABSENT:**

**GUESTS:** Cynthia Sanchez, Chapter 727 CEA President

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**I. CALL TO ORDER**

**A. Roll Call**

Mr. Correa called the meeting to order at 9:00 a.m.

**B.** Mr. Keriakous led the Pledge of Allegiance.

**ADOPTION OF AGENDA**

**A.** November 9, 2017

A motion to adopt the November 9, 2017 agenda with the deletion of duplicate item on the Consent Calendar Item \*7.1.5 was made by Mr. McMasters seconded by Mr. Herrera, and unanimously approved by all present. **Motion carried all in favor 7 to 0.**

**III. APPROVAL OF MINUTES**

**A.** October 12, 2017 – Regular & Closed Sessions

A motion to approve the October 12, 2017 Board Meeting minutes was made by Mr. McMasters, seconded by Dr. Oviedo, and unanimously approved by all present. **Motion carried all in favor 7 to 0.**

**IV. 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 the start of the meeting in order to make a comment.

**V. CLOSED SESSION**

- A. Personnel: Public Employee Discipline / Dismissal / Release
- B. Vernon Kinder vs. Pupil Transportation Cooperative, Case No: BC607966
- C. CONFERENCE WITH LABOR NEGOTIATORS, Steve Bui and Carina Lazcano, Regarding Negotiations with CSEA Chapter 727.

A motion to convene into Closed Session at 9:06 a.m. was made by Mr. Keriakous, and seconded by Dr. Oviedo, and unanimously approved by all present. **Motion carried all in favor 7 to 0.**

**VI. RECONVENE TO OPEN SESSION**

The Board reconvened to Open Session at 9:19 a.m. A motion to reconvene into Open Session was made by Mr. McMasters, and seconded by Mr. Hererra, and unanimously approved by all present. **Motion carried all in favor 7 to 0.**

No Action taken.

**VII. 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 **(1718-05)**
  - 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 **38133** through **38248** in the amount of **\$236,223.31** for the month of **October 2017**.
3. Ratification of Approval of Warrant Register Report for warrants issued from the General Fund in the amount of **\$418,880.86** for the month of **October 2017** as presented.

4. Ratification of Approval of Payroll Register Report for the period of **October 2017** in the amount of **\$531,184.09**, as presented.

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

**VIII. ACTION ITEMS / ATTACHMENTS**

- A. Appointment of Vice President to the Pupil Transportation Cooperative Board for the Remainder of Vacant Term through June 30, 2018

A motion to approve the appointment of Mr. Douglas McMasters as Vice President was made by Dr. Oviedo, seconded by Mr. Keriakous, and unanimously approved by all present. **Motion carried all in favor 7 to 0.**

**IX. DISCUSSION ITEMS**

Director Steve Bui discussed AB119 and CSEA's intent to open into negotiations for Health & Welfare Benefits for 17/18 School Year. Proposals will be brought for Sunshining at a later date.

**X. DIRECTOR'S REPORT**

None

**XI. BOARD MEMBERS' REPORT**

Mr. McMasters stated that the new library grand opening will be November 13, 2017. Board members wished everyone a Happy Veteran's Day and Thanksgiving Day.

**XII. CORRESPONDENCE**

Letter to Mr. Manny Correa, President of the Board of Directors, from Mr. Vo Chan, Business Services Consultant at the Los Angeles County Office of Education, regarding a review of Pupil Transportation Cooperative's Unaudited Actuals for fiscal year 2016-17.

Correspondence was received.

**XIII. ADJOURNMENT**

Motion adjourn the meeting at Mr. Hernandez 9:35 a.m. to **Thursday, December 14, 2017 @ 9:00 a.m.** at Whittier Union High School District's Board Room for the Regular and Closed Session was made by Mr. Hernandez, seconded by Dr. Oviedo, and unanimously approved by all present. **Motion carried all in favor 7 to 0.**

  
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Manny Correa, President

12/14/17  
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Date