



Tri-Valley Regional Occupational Center/Program

2600 Kitty Hawk Road #117, Livermore, CA 94551-9699
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August 2011

Dear Tri-Valley ROP Incoming Students and Parents:

Re: Information and **Required Notifications for Parent and Student Signatures**

Welcome! Congratulations, student, on your decision to gain the skills necessary for success in today's ever-changing workplace. I know your experience at Tri-Valley ROP will be positive, rewarding, and well worth your time and commitment. We are pleased to partner with our member districts (Dublin, Livermore Valley Joint, and Pleasanton unified school districts) to provide high quality Career Technical Education.

In ROP, students discover the dedication, support, and commitment provided by our staff who strive to help each student succeed through the development of self-confidence, career goals, and marketable knowledge and skills. We have a wealth of extraordinary teachers, staff and students who possess a vast array of talents, interests and expertise, and the passion to learn and to share what they know. ROP course content is updated regularly, and our instructors receive training to keep pace with industry standards and technological advances. They have all received specialized instruction to effectively transfer their knowledge and skills to our students. Our experienced staff work closely with employers—our business and industry partners in education—to ensure that students receive the most relevant instruction and career training. These partnerships have enabled us to enhance student learning by providing valuable hands-on training and internship programs.

At Tri-Valley ROP, the opportunities are boundless with courses offered in ten of the California Career Technical Education Industry Sectors: Arts, Media and Entertainment; Education, Child Development, and Family Services; Energy and Utilities; Finance and Business; Health Science and Medical Technology; Hospitality, Tourism, and Recreation; Information Technology; Marketing, Sales, and Service; Public Services; and Transportation. More information regarding TVROP, including our Annual Report and exciting 2011-12 course offerings, can be found on our district website: www.tvrop.org.

For your action: The Tri-Valley ROP is required to provide its students and parents with certain legal notifications annually. Please read the attached forms and policies together, then sign the three signature pages and return them to your ROP teacher. Thank you in advance for helping us fulfill this annual requirement.

We want you to experience success here at Tri-Valley ROP, as well as in the business world, and we are confident that ROP will open many doors for you. I extend to you my personal best wishes in this exciting and meaningful time of your life.

Sincerely,



Diane Centoni
Superintendent

Encls: TVROCP Fact Sheet

Annual Notification documents for signature

(All 3 signature forms are on one sheet of paper)

- a. [Release of Student's Photograph, Image, Voice, Testimonials, and Work Products to the Tri-Valley ROP and/or the Media \(E 1112\)](#)
- **Sign form**
- b. [Sexual Harassment Policy \(BP/AR 5300\)](#) and [Uniform Complaint Procedure \(BP/AR 1700\)](#)
- **Sign form acknowledging receipt of both policies**
- c. [Student Acceptable Use Agreement for Internet Access \(E 6126\)](#)
- **Sign form**