



## Tri-Valley Regional Occupational Center/Program

2600 Kitty Hawk Rd #117, Livermore, CA 94551-9699  
ph (925) 455-4800 fax (925) 449-9126

POST

### JOINT POWERS GOVERNING BOARD

#### Agenda for the Regular Meeting of December 9, 2011

12:00 p.m. (11:30 a.m. Closed Session)

TVROCP District Office Board Room

#### THE MISSION OF TRI-VALLEY ROCP IS TO:

- Educate and train a broad spectrum of students by providing a bridge of opportunity connecting school to continuing education and career.
- Support and guide the development of life and career skills valued by business, industry, colleges, and society.
- Provide an environment of continuous program improvement, responsive to the changing needs of students, employers, and industry.

#### JOINT POWERS GOVERNING BOARD MEETING PROCEDURES

Members of the public are encouraged to attend meetings of the Board. Individuals may address the Board regarding items *on* the agenda during the agenda item or, for Closed Session items, prior to Board adjournment into Closed Session. To address the Board regarding an item that *is* on the agenda, please complete a **blue speaker card** and submit it to the Administrative Assistant prior to Call to Order of the meeting, when possible, or prior to the agenda item you wish to address. This allows the Board Chairperson to divide the available time among speakers.

Speakers may address the Board under agenda item **5.0, PUBLIC COMMENT**, regarding topics that are under the Board's jurisdiction but are *not* on the agenda. Speakers should complete a **yellow speaker card** and submit it to the Administrative Assistant prior to Call to Order of the meeting. By law, the Board may listen to comments, but may not enter into discussion nor take action on any item not on the agenda. Time is limited to 3 minutes per speaker and 20 minutes per subject matter.

#### TRI-VALLEY ROCP GOVERNING BOARD

**Amy Miller, Acting Chairperson**  
(925) 577-5866

[amymiller55@yahoo.com](mailto:amymiller55@yahoo.com)  
Member District: Dublin USD

**Jamie Hintzke, Member**  
(925) 846-0185

[jhintzke@aol.com](mailto:jhintzke@aol.com)  
Member District: Pleasanton USD

**Neil Davies, Member**  
(925) 862-2577

[zenteker@mindspring.com](mailto:zenteker@mindspring.com)  
Member District: Sunol Glen USD

**Bill Dunlop, Member**  
(925) 455-1907

[sdunlop102@comcast.net](mailto:sdunlop102@comcast.net)  
Member District:  
Livermore Valley Joint USD

**Diane Centoni**  
*Board Secretary/Superintendent*

(925) 455-4800 x 105  
[dcentoni@tvrop.org](mailto:dcentoni@tvrop.org)

[www.tvrop.org](http://www.tvrop.org)

**Accessibility to Facilities and Agenda Materials:** The Tri-Valley ROCP desires to make all of its public meetings accessible to the public. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in this meeting should direct such request to the Tri-Valley ROCP Superintendent, 2600 Kitty Hawk Road, Suite 117, Livermore, CA 94551, or by calling (925) 455-4800 at least 48 hours before the meeting, when possible. Non-confidential materials related to an item on this agenda submitted to the Board after distribution of the agenda packet are available for public inspection in the Superintendent's Office (address above) during normal business hours.

1. **OPENING – 11:30 a.m.**

1.1 **Call to Order**

1.2 **Roll Call**

Amy Miller, Acting Chairperson  
Jamie Hintzke, Member  
Neil Davies, Member  
Bill Dunlop, Member  
Diane Centoni, Secretary

2. **PUBLIC COMMENT** on posted closed session item

3. **ADJOURN TO CLOSED SESSION**

3.1 **Conference With Labor Negotiator** (*Government Code §54957.6*)

Agency Designated Representative: Diane Centoni  
Unrepresented Employees: All Classified, Certificated, and Management

4. **RECONVENE IN OPEN SESSION – 12:00 p.m.**

4.1 **Pledge of Allegiance**

4.2 **Introduction of New Board Member Bill Dunlop (LVJUSD)**

William (Bill) Dunlop has been appointed by the Livermore Valley Joint USD Board of Education to represent LVJUSD on the TVROCP Joint Powers Governing Board, replacing Stewart Gary who was recently elected to the Livermore City Council and seated on November 28, 2011. Dr. Dunlop has served on the LVJUSD Board since 2004 and previously served as a member of the JPGB in February 2005 through January 2006, and Vice President in January 2006 through January 2007.

4.3 **Approval of the Agenda**

**Background:** Prior to approving the agenda, the Board or Superintendent may remove or change the order of agenda items.

**Recommended Action:** *Approve* the agenda, as presented.

Moved      Seconded      Ayes      Noes      Abstain      Absent

4.4 **Announcement of Any Reportable Actions Taken in Closed Session**

5. **PUBLIC COMMENT** on matters *not* on the agenda

Members of the public may address the Board regarding any matter that is *not* on the agenda. (For items that *are* on the agenda, the opportunity for public comment will be presented during each agenda item.)

6. **CONSENT CALENDAR**

**Recommended Action:** *Approve* the Consent Calendar, as presented.

Moved      Seconded      Ayes      Noes      Abstain      Absent

6.1 **Administration**

6.1.1 **Approval of the Minutes of the Regular Meeting of September 14, 2011, and the Special Meetings of September 23, October 3, November 14, and November 28, 2011**

**Recommendation:** As part of the Consent Agenda, *approve* the minutes as presented (or as amended by the Board).

6.1.2 **Approval of TVROCP 2010-11 Annual Report and Course Review**

**Recommendation:** As part of the Consent Agenda, *approve* the TVROCP 2010-11 Annual Report and Course Review, as presented.

**6.2 Business**

**6.2.1 Acceptance of Bill and Salary Warrants – August 22 – October 31, 2011**

**Recommendation:** As part of the Consent Calendar, *accept* bill and salary warrants for the period August 22 through October 31, 2011, totaling \$118,949.92 in Operating Expenditures and \$662,987.66 in salary expenditures.

**6.2.2 Acceptance of Purchase Order Summary – August 22 – October 31, 2011**

**Recommendation:** As part of the Consent Calendar, *accept* purchase orders for the period August 22 through October 31, 2011, totaling \$7,770.82.

**6.3 Personnel**

**6.3.1 Approval of Personnel Document**

**Recommendation:** As part of the Consent Calendar, approve and ratify Personnel document #1211 as presented.

**6.4 Educational Services—None**

**7. DEFERRED CONSENT ITEMS**

If any items are pulled from the Consent Calendar to be addressed individually, those items will be discussed and acted upon at this time.

**8. ACTION ITEMS**

**8.1 Administration**

**8.1.1 Adoption of TVROCP 2011-12 Goals with Communication & Marketing Plan and the Common CTE Message**

The Board held a Goals Workshop on October 3, 2011, and developed the draft TVROCP 2011-12 Goals which were then reviewed with our four Member Districts during a special planning workshop on November 14, 2011. Today, the draft 2011-12 Goals with the Communication & Marketing Plan and the Common CTE Message will be presented to the Board for further review, discussion and adoption.

**Recommendation:** **Adopt** the TVROCP 2011-12 Goals with the Communication & Marketing Plan and the Common CTE Message, as presented (or as revised by the Board).

Moved      Seconded      Ayes      Noes      Abstain      Absent

**8.2 Business**

**8.2.1 Approval of 2011-12 First Interim Report**

Jeff Potter, Executive Director for District Business & Advisory Services for the Alameda County Office of Education (ACOE), and Bill Boardman, ACOE Professional Expert, will present the 2011-12 First Interim Report for Board approval. The cash flow report will also be presented to the Board, with notification that a loan will be necessary as early as March in order to meet TVROCP's April through summer payrolls due to the state deferrals. With a positive certification at First interim, TVROCP affirms that, based on current projections, it will meet its financial obligations for the current and two subsequent fiscal years.

**Recommendation:** **Approve** the 2011-12 First Interim Report, as presented.

Moved      Seconded      Ayes      Noes      Abstain      Absent

**8.2.2 Adoption of Resolution 2011-16, Appointment of TVROCP Representative and Alternate to the East Bay Schools Insurance Group (EBSIG) and Alameda County Schools Insurance Group (ACSIG)**

In order to conduct regular operations of the district, it is recommended that the Board adopt Resolution 2011-16, appointing Diane Centoni to replace Noreen Bastian as the TVROCP representative to the East Bay Schools Insurance Group and the Alameda County Schools Insurance Group.

**Recommendation:** By a roll call vote, *adopt* Resolution 2011-16 appointing Diane Centoni as the Representative and Anna Lisa Hutchinson as the Alternate to the East Bay Schools Insurance Group and the Alameda County Schools Insurance Group, as presented.

ROLL CALL:      *Davies*              *Dunlop*              *Hintzke*              *Miller*

**8.3 Personnel**

**8.3.1 Consideration and Possible Approval of a 1% Off-the-Salary-Schedule Bonus for TVROCP Employees for 2011-12 Only**

During the June 16, 2011, JPCB meeting, the Board announced that it had been having ongoing conversations with the Superintendent regarding consideration of salary and/or benefit adjustments for TVROCP employees, acknowledging the need to address class and compensation as is done at the member school districts. Conversations have continued between the Board and Superintendent, and a possible 1% off-the-salary-schedule bonus is presented at this time for Board consideration. While a large increase cannot be expected in today's economic struggles, a one-time amount of 1% (cost of approximately \$35,000) would demonstrate value to our employees, most of whom work side-by-side with member district employees who are paid higher salaries.

**Recommendation:** *Approve* a one-time off-the-salary-schedule bonus, payable to all TVROCP contracted and salaried employees who were in paid status on November 30, 2011, in the amount of 1% of each employee's 2011-2012 base salary to be paid to employees in one lump sum on January 31, 2012; and, for hourly employees, *approve* a 1% bonus based for employees in paid status on May 31, 2012, based on each employee's projected annual 2011-12 wage to be paid to employees in one lump sum on June 30, 2012.

*Moved*              *Seconded*              *Ayes*              *Noes*              *Abstain*              *Absent*

**8.4 Educational Services—None**

**9. INFORMATION AND/OR DISCUSSION**

**9.1 Administration—None**

**9.2 Business**

**9.2.1 Update on Auto Collision Repair and Refinishing Prop 1-D Project**

The Board will receive an update on the Auto Collision Repair and Refinishing Prop 1-D Project.

**9.3 Personnel—None**

**9.4 Educational Services—None**

**10. CORRESPONDENCE—None**

**11. SUPERINTENDENT'S REPORT**

Superintendent Centoni will report on recent meetings or activities of interest to the Board.

**12. BOARD MEMBER REPORTS**

Board members may wish to report on recent meetings/activities and/or share "take aways" from their attendance at the CSBA Annual Education Conference held November 30 – December 3.

**13. ANNOUNCEMENTS**

**13.1** The next regular meeting of the Board will be held January 25, 2011, 7:00 p.m. (6:00 p.m. closed session), and will serve as the Annual Organizational Meeting of the Board.

**14. ADJOURNMENT**