



Tri-Valley Regional Occupational Center/Program

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Minutes of the Special Meeting and Goals Workshop of the TVROCP JOINT POWERS GOVERNING BOARD

October 3, 2011 – 8:00 a.m.

TVROCP District Office Board Room

1. OPENING

1.1 CALL TO ORDER

Board Chairperson Stu Gary called to order the special meeting and Goals Workshop of the Tri-Valley Regional Occupation Center/Program Joint Powers Governing Board on October 3, 2011, 8:09 a.m., in the TVROCP District Office Board Room, with a quorum of three. (Amy Miller arrived directly after at 8:20 a.m.).

1.2 ROLL CALL

Board Members Present

Stewart Gary, Chairperson
Amy Miller, Vice Chairperson
Jamie Hintzke, Member
Neil Davies, Member
Diane Centoni, Secretary

TVROCP Staff

Fred Rutledge
Leah Cleveland

Coordinating Council Representatives

Cindy Alba, Livermore Joint Valley USD

1.3 Pledge of Allegiance

2. PUBLIC COMMENT on posted open and closed session agenda items—*None*

3. BOARD GOALS WORKSHOP

Superintendent Diane Centoni presented the two-page document of the draft Vision, Mission, Core Values, Goals and Indicators, and Strategies for Board review, discussion and revisions as the Board continues to formulate the strategic direction of TVROCP to best serve students and to prepare for the upcoming November 14 Board workshop with its member district superintendents and the TVROCP Coordinating Council. These draft goals, in part, expand upon the collaborative work of the Coordinating Council toward meeting the 2010-11 Goals and Strategic Priorities that were developed as joint goals with our member districts during the August 16, 2010, Joint Strategic Planning Workshop.

Superintendent Centoni reported on the new Common Core Standards for college- and career-readiness. She reported on the Alameda County Superintendents' Professional Learning Communities (PLCs) Workshop, sharing a common focus with the recent CSBA workshop at the Alameda County Office of Education related to educating school boards on how to use and tie data to policies and to assess whether or not the Board's direction is being met. Both workshops emphasized the need to understand the different levels of responsibility: strategic level (Board), tactical level (admin), and operational level (teachers). Too many strategic goals can create a cascading effect by overloading the staff at the tactical and operational levels. The example of the cascading effect shared at the PLC and CSBA workshops was that 12 strategic goals can result in over 1,000 goals at the operational level.

The Board and Superintendent discussed and revised the Vision, Mission, and Goals as indicated on the Draft 2 document that is [attached](#) and included as part of these minutes, and will be shared with the Member Districts on November 14.

Diane presented a Sample Roadmap for Goal Achievement, which helps define the targets. The Board discussed in detail the four Results Goals:

1. High Quality programming
2. Fiscal Stability
3. Marketing/Public Relations
4. Governance

Diane said she has included examples of indicators of success for each goal and requested Board direction to identify indicators of success and the types of data the Board can use at the strategic level. As we move to address the strategic direction, staff can then bridge the needs of operational staff to the tactical level and the needs of the Board. She said it is common in districts that staff don't know specifically what the board wants and, therefore, create too much data. She said she feels we may have missed some of the targets this past year, and she would like to get focus and direction from the Board. Trustees stated that the Board may not know what's realistic; staff should determine what's attainable, then the Board can review and modify.

Stu Gary said he likes the format, and it would be his challenge to staff to come back to the Board with indicators and measures completed for each of the goals. For example, for results Goal 2., Fiscal Stability, we have a fiscal cycle with ongoing items such as interim reports, budget, etc. On the 2-page Vision, Mission and Goals document, page 2, the broader indicator for Fiscal Stability could have two subsets for "ongoing" and "current fiscal year" with 2 or 3 measureable indicators for the current year only. For example, 2011-12 program design, then 2012-13 implementation. Stu said that staff can best help trustees by providing information indicators to lobby the dollars and to divide up the fiscal pie. He said that the ongoing goals are fine, but the current goals need some design work to come up with more specific indicators and policy-level information that tells the Board how the funding was spent. For example, we spent X% of the start-up money and we are/are not on track to have as a course offering in school year X. The Board needs measureable data.

4. ADJOURN TO CLOSED SESSION (Government Code §54957 and 54957.6)

At approximately 10:00 a.m., the Board adjourned to closed session to regarding the following matters:

4.1 Public Employee Performance Evaluation / Goals

Title: Superintendent

4.2 Conference with Labor Negotiators

Agency designated representative: Diane Centoni

Unrepresented employees:

Certificated and Certificated Management

Classified, Classified Confidential, and Senior Management in the Classified Service

4.3 Personnel Matter: Complaint against TVROCP Employee

5. RECONVENE IN OPEN SESSION / ANNOUNCEMENT OF ANY REPORTABLE ACTIONS TAKEN IN CLOSED SESSION

At approximately 11:30 a.m., Board Chairperson Stu Gary reconvened the Board in open session and announced that no reportable action had been taken in closed session.

6. ADJOURNMENT

There being no further business to discuss, the special workshop/meeting was adjourned at 11:30 a.m..

Sincerely,

Diane Centoni
Secretary to the Board

Original signed

*Approved and entered into the proceedings of the Board
this 9th day of December, 2011.*

Amy Miller
Acting Board Chairperson