



Tri-Valley Regional Occupational Center/Program

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

JOINT POWERS GOVERNING BOARD MEETING

Regular Meeting of November 30, 2010

10:00 a.m. Closed Session/10:30 a.m. Open Session

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 President 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 5 minutes per speaker and 20 minutes per subject matter.

AGENDA

10:00 a.m.

1.0 OPENING CEREMONY - MEETING OF THE BOARD IN PUBLIC

1.1 Call to Order/Roll Call

*President Guin Van Dyke
Vice President Jennifer Henry
Member Stewart Gary
Member Jim Ott
Secretary Diane Centoni*

1.2 Public Comment on Closed Session Agenda

2.0 ADJOURN TO CLOSED SESSION

2.1 Public Employee Performance Evaluation Government Code §54957

Title: Superintendent

2.2 Conference With Labor Negotiator Government Code §54957.6

Agency Designated Representative: Guin Van Dyke, Governing Board President

Unrepresented Employee: Superintendent

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.

10:30 a.m.

3.0 RECONVENE INTO OPEN SESSION

- 3.1 Welcome by Board President Guin Van Dyke
- 3.2 Pledge of Allegiance
- 3.3 Approval of the Agenda **ACTION**
 The Board or Superintendent may remove or change the order of agenda items.
Recommendation: *Approve* the agenda, as presented.

4.0 ANNOUNCEMENT OF ANY REPORTABLE ACTION TAKEN IN CLOSED SESSION

5.0 PUBLIC COMMENT on matters not on the agenda

At this time, 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.) Speakers should submit a speaker card to the Administrative Assistant prior to Call to Order of the meeting: a *yellow card* for items not on the agenda and a *blue card* to speak during an agenda item.

6.0 SUPERINTENDENT’S REPORT

The Superintendent will report on her recent activities that may be of interest to the Board and community.

7.0 APPROVAL OF CONSENT CALENDAR

The Consent Calendar includes items that require Board approval but are of a routine nature. The Board acts upon these items in one vote. Any member of the Board or public may pull an item from Consent to be discussed and acted upon separately under agenda item 9.0.

Recommendation: *Approve* the Consent Calendar, as presented. **ACTION**

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Back-up*

7.1 ADMINISTRATION

- 7.1.1 MINUTES OF THE REGULAR MEETING OF SEPTEMBER 9, 2010 2
Recommendation: *Approve* the minutes of the September 9, 2010, as presented.
- 7.1.2 ENDORSEMENT OF THE CAROCP RESPONSE TO THE MULTIPLE PATHWAYS TO STUDENT SUCCESS REPORT 14
 ROCPS are the primary delivery system for CTE in California. Governing Boards have been asked to show support and to endorse *The CAROCP Response to the Multiple Pathways to Student Success Report*. The response has been distributed to member district representatives of the TVROCP Coordinating Council to encourage meaningful discussion and further understanding of the Multiple Pathways Report. If the TVROCP Governing Board takes action to endorse the response, the response will be posted on the TVROCP website to promote greater awareness and understanding of Multiple Pathways.
Recommendation: *Endorse* *The CAROCP Response to the Multiple Pathways to Student Success Report*.
- 7.1.3 ADOPTION OF PROCLAMATION 2010-1, IN SUPPORT OF TVROCP FISCAL STABILITY 33
 It is important at this time that the Governing Board affirm its commitment to the fiscal solvency of TVROCP and work with their respective member districts to promote high quality CTE option for students and the fiscal solvency of TVROCP.
Recommendation: *Adopt* Proclamation 2010-1 in support of TVROCP fiscal stability, as presented.

7.1.4	AUTHORIZATION FOR THE SUPERINTENDENT TO ACT ON BEHALF OF THE TVROCP GOVERNING BOARD ON MATTERS OF URGENCY, INCLUDING, BUT NOT LIMITED TO, PERSONNEL MATTERS AND ENTERING INTO CONTRACTS FOR THE PERIOD DECEMBER 3, 2010, THROUGH JANUARY 20, 2011 To assist in the transition from the outgoing to the incoming TVROCP Governing Board, it is recommended that the Board authorize the Superintendent to act on behalf of the Governing Board on matters of urgency, including, but not limited to, personnel matters and entering into contracts, for the period December 3, 2010-January 20, 2011. Recommendation: <i>Authorize</i> the Superintendent to act on behalf of the TVROCP Governing Board on matters of urgency, including, but not limited to, personnel matters and entering into contracts for the period December 3, 2010, through January 20, 2011.	37
7.2	BUSINESS	
7.2.1	ACCEPTANCE OF DONATIONS Recommendation: <i>Accept</i> donations, as presented, including \$200 in cash and equipment, services and supplies.	38
7.2.2	AUTHORIZATION FOR THE SUPERINTENDENT TO ENTER INTO CONTRACT FOR AN INSPECTOR OF RECORD AND TESTING LAB FOR THE AUTO COLLISION REPAIR AND REFINISHING PROP 1-D <i>SPRAY BOOTH REPLACEMENT AND CONSTRUCTION OF A SITE CANOPY</i> PROJECT Recommendation: <i>Authorize</i> the Superintendent to enter into contract for an Inspector of Record and Testing Lab for the Auto Collision Repair and Refinishing Prop 1-D <i>Spray Booth Replacement and Construction of a Site Canopy</i> project	39
7.2.3	APPROVAL OF CONTRACT FOR LABOR COMPLIANCE MONITORING SERVICES FOR THE AUTO COLLISION REPAIR AND REFINISHING PROP 1-D <i>SPRAY BOOTH REPLACEMENT AND CONSTRUCTION OF A SITE CANOPY</i> PROJECT Recommendation: <i>Approve</i> the contract with Contractor Compliance and Monitoring, Inc., for Labor Compliance Monitoring services for the Auto Collision Repair and Refinishing Prop 1-D <i>Spray Booth Replacement and Construction of a Site Canopy</i> project.	43
7.3	PERSONNEL	
7.3.1	APPROVAL OF JOB DESCRIPTION FOR THE POSITION OF CAREER GUIDANCE COUNSELOR Recommendation: <i>Approve</i> the job description for the position of Career Guidance Counselor, as presented.	47
7.4	EDUCATIONAL SERVICES	
7.4.1	APPROVAL OF RECEIPT OF WORKFORCE INVESTMENT ACT (WIA) TITLE II ADULT EDUCATION GRANT FUNDS FOR 2010-11 Recommendation: <i>Approve</i> receipt of Workforce Investment Act Grant funds in the amount of \$36,139 for 2010-11, as presented.	49
7.4.2	SUSPEND BOARD POLICY 1322, <i>COMPETITIONS AND ACTIVITIES FOR STUDENTS</i> , AND APPROVE AGREEMENT WITH PLEASANTON USD FOR NON-TVROCP ENROLLED STUDENT PARTICIPATION IN DECA ACTIVITIES FOR THE REMAINDER OF THE 2010-11 SCHOOL YEAR ONLY Recommendation: a. <i>Suspend</i> the enrollment requirement of Board Policy 1322, <i>Competitions and Activities for Students</i> , which requires that students must be currently enrolled and actively attending a TVROCP course to be eligible to participate in TVROCP-sponsored contests, activities and student organizations, consistent with the <i>Agreement with Pleasanton USD for Non-TVROCP Enrolled Student Participation in DECA Activities</i> , provided that, and only if, Pleasanton USD enters into said Agreement; and b. <i>approve</i> the <i>Agreement with Pleasanton USD for Non-TVROCP Enrolled Student Participation in DECA Activities</i> , for the remainder of the 2011-12 school year only.	52

8.0 DEFERRED CONSENT ITEMS

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

9.0 ITEMS SCHEDULED FOR REPORT, DISCUSSION AND POSSIBLE ACTION

		<i>Page in Back-up</i>
9.1	ADMINISTRATION—None	
9.2	BUSINESS	
9.2.1	PROP 1-D SPRAY BOOTH REPLACEMENT AND CONSTRUCTION OF A SITE CANOPY CONTRACT AWARD Recommendation: <i>Accept</i> the bid and <i>approve</i> the contract with J D General for the Prop 1-D Spray Booth Replacement and Construction of a Site Canopy on the Livermore High School campus for a total bid price of \$261,450 to be paid with Prop 1-D and Fund 35 funds.	ACTION 72
9.2.2	FIRST INTERIM REPORT Recommendation: <i>Approve</i> the First Interim Report, as presented.	ACTION 74
9.3	PERSONNEL	
9.3.1	RENUMBERING OF SELECTED BOARD POLICIES IN SERIES 4000–PERSONNEL: BP/AR 4212, AR 4212A-F, AND BP/AR 4217, 4219, 4219, 4222, 4224, 4270-4273 Recommendation: <i>Approve</i> the renumbering of Board Policies and Administrative Regulations, as follows: Renumber BP/AR 4212 to 4041, AR 4212a-e to AR 4041.1-4041.5, AR 4212f to 4214, BP/AR 4217 to 4042, BP/AR 4219 to 4043, BP/AR 4222 to 4030, BP/AR 4224 to 4031, BP/AR 4270 to 4022, BP/AR 4271 to 4023, BP/AR 4272 to 4021, and BP/AR 4273 to 4020.	ACTION 83
9.4	EDUCATIONAL SERVICES—None	

10.0 INFORMATION ITEMS

Staff Reports

10.1	ADMINISTRATION	<i>—Diane Centoni</i>
10.1.1	UPDATE ON 2009-2013 TVROCP STRATEGIC PLAN AND 2010-11 GOALS The 2008-2011 Strategic Plan was approved by the TVROCP Joint Powers Governing Board on December 11, 2008, and has been updated for 2009-2013. During each meeting, Superintendent Centoni provides an update for the Board on the progress and status of its Strategic Plan. Tonight’s update includes the 2010-11 Goals and the progress in working with member districts to establish an action plan.	86
10.2	BUSINESS	<i>—Noreen Bastian</i>
10.2.1	UPDATE ON MEMORANDUMS OF UNDERSTANDING FOR DIRECT DEPOSIT OF FUNDS WITH MEMBER DISTRICTS During its meeting of September 9, 2010, the Board authorized the Superintendent to enter into a Memorandum of Understanding for direct deposit of funds with each of our member districts, and to return to the Board to present the final language as an informational item. Each member district has received a draft version of the MOU. We are still working to finalize the language and will provide an update to the Board at this meeting.	99
10.2.2	BUDGET TIMELINE Noreen Bastian will present a budget timeline for Board discussion.	100

10.3	PERSONNEL —None	
10.4	EDUCATIONAL SERVICES —None	
11.0	CORRESPONDENCE	<u>Page in Back-up</u>
11.1	Letter from the CDE School Facilities Planning Division – Final Plan Approval for Prop 1-D Spray Booth and Canopies at Livermore High School	103
11.2	Letter from Colton-Redlands-Yucaipa ROP - Congratulations to TVROCP for being accepted as a CTE TEACH team pilot site	105
12.0	BOARD MEMBER REPORTS Board members will have the opportunity to report on recent activities or share comments. There will be no Board discussion and no action taken during this item.	
13.0	RECOGNITION OF OUTGOING BOARD MEMBERS GUIN VAN DYKE, JENNIFER HENRY, AND JIM OTT The Board and administration will recognize and thank outgoing Board Members Guin Van Dyke, Jennifer Henry, and Jim Ott who are completing their terms of dedicated service to the TVROCP Joint Powers Governing Board.	
14.0	ANNOUNCEMENTS The next regular meeting of the Joint Powers Governing Board will be held January 20, 2011. 5:00 p.m. , in the Tri-Valley ROCP District Office Board Room, 2600 Kitty Hawk Rd #117, Livermore, and will serve as the Annual Organizational Meeting of the Board.	
15.0	ADJOURNMENT	