



## Tri-Valley Regional Occupational Program

1040 Florence Road, Livermore, CA 94550

Ph. (925) 455-4800 - Fax (925) 449-9126

### JOINT POWERS GOVERNING BOARD

Regular Board Meeting of September 16, 2015,

4:00 pm Closed Session, 5:00 pm Open Session

#### THE MISSION OF TRI-VALLEY ROP 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.
- Educate all students, including Adults in Correctional Facilities, to acquire the skills, attitudes and values needed to find and retain jobs, to be socially responsible, and to make positive contributions to their families and the community.

### 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 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 items of public interest within 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.

#### JOINT POWERS GOVERNING BOARD

**Joan Laursen, Chairperson**  
(925) 519-5310

[jlaursen@pleasantonusd.net](mailto:jlaursen@pleasantonusd.net)

Member District: Pleasanton USD

**Chuck Rogge, Vice Chairperson**  
(925) 447-1604

[rogge.lvjUSD@isp.com](mailto:rogge.lvjUSD@isp.com)

Member District:  
Livermore Valley Joint USD

**Open, Member**

Member District: Dublin USD

**Julie Duncan, Superintendent**  
(925) 455-4800 x 106

[jduncan@tvrop.org](mailto:jduncan@tvrop.org)

Secretary to the Governing Board

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

**Accessibility to Facilities and Agenda Materials:** The Tri-Valley ROP 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 ROP Superintendent, 1040 Florence Road, Livermore, CA 94550, 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. **CALL TO ORDER / ROLL CALL – 4:00 pm**

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

3. **ADJOURN TO CLOSED SESSION - Pursuant to Government Code §54957 and §54957.6**

3.1 **Public Employee: Performance Goals/Evaluation (14-15/15-16)**  
**Title: Superintendent**

4. **RECONVENE IN OPEN SESSION**

4.1 **Pledge of Allegiance**

4.2 **Approval of the Agenda**

Prior to approving the agenda, a Board member may request that an agenda item be pulled or moved on the agenda.

4.3 **Announcement of Any Reportable Action Taken in Closed Session**

5. **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. Time is limited to 3 minutes per speaker and 20 minutes per topic.

6. **RECOGNITIONS** – *None*

7. **CONSENT CALENDAR**

The Consent Calendar is for items that require the approval of the Board, but are routine in nature. The Board acts upon these items in one vote. Any member of the Board, administration, or public may request that an item be pulled from the Consent Calendar and discussed and/or acted upon separately under Deferred Consent Items.

**CONSENT - MOTIONS**

7.1 **Approval of Minutes from the Regular Board Meeting of June 17, 2015**

The Board will consider the approval of the minutes from the June 17, 2015 Board Meeting.

7.2 **Approval of Bill and Salary Reports – June 1 – August 31, 2015**

The Board will consider the approval of Bill and Salary warrants which show payment of the District's operating and salary expenditures for the prior month.

- 7.3 **Approval of Purchase Order Summary – June 1 – August 31, 2015**  
The Board will consider the approval of the purchase order summary which shows encumbrances of the District funds for the prior month.
- 7.4 **Approval of Carl D. Perkins CTE Grant Funds for 2015-2016**  
The Board will consider approving the 2015 -2016 Carl D. Perkins Grant Award.

#### **CONSENT – RESOLUTIONS**

In order to conduct regular operations of the District, the Board is being asked, in one roll call vote, to adopt Resolutions 2015-16.1 through 2015-16.6.

- 7.5 **Resolution No. 2015-16.1 - Signature Card – Authorized Agents Payroll Warrants & Disbursements**  
The Board will consider approval of this Resolution authorizing persons named to sign warrants and approval of payments on behalf of the District.
- 7.6 **Resolution No. 2015-16.2, Authorization for Bank Signatures**
- 7.7 **Resolution No. 2015-16.3, Appointment of Authorized Agents for State and Federal Applications**
- 7.8 **Resolution No. 2015-16.4, Budget Transfers of Funds – Revenues and Expenditures**
- 7.9 **Resolution No. 2015-16.5, Delegation of Authority**
- 7.10 **Resolution No. 2015-16.6, Authorized Agents for Official Documents and Reports**

#### **8. DEFERRED CONSENT ITEMS**

Items that are pulled from the Consent Calendar to be addressed individually will be discussed and acted upon at this time.

#### **9. INFORMATION / ACTION ITEMS**

Informational items are noted as informational only; Action items are up for a vote by the Board. Most items require a simple majority of Board member votes to pass.

- 9.1 **Technology Bid Announcement** – *information*  
Per State of California PCC Section 20111(a) requiring school district governing boards to competitively bid and award any contract involving an expenditure of more than \$86,000 to the lowest responsible bidder, TVROP will announce a Request For Proposal.
- 9.2 **Middle College High School at Las Positas College Update** – *information*  
Kathleen Frazer, Administrative Program Director, will update the Board on the opening of and activities at Middle College High School at Las Positas.
- 9.3 **First Reading of Board Policy 4040.1, Staff Social Media Policy** – *information*  
The Board will receive a first reading of recommended addition to Board Policy 4040,

Employee Use of Technology to add Board Policy 4040.1; Staff Social Media Guidelines.

**9.4 Approval of Tri-Valley ROP TEC California Career Pathways Trust (CCPT) Grant Coordinator Position – action**

Superintendent Duncan will present the Board with information on the job description and compensation information in preparation of posting for the TEC CCPT Grant Coordinator Position.

**9.5 Approval of the 2015 – 2016 Certificated Salary Schedule A, Classified Salary Schedule and Classified Confidential Salary Schedule – action**

Approve as presented; 2015 – 2016 Certificated Salary Schedule A, Classified Salary Schedule and Classified Confidential Salary Schedule

**9.6 Approval of the 2014 – 2015 Unaudited Actuals - action**

Presentation of, by California statute, the District's 2014 – 2015 unaudited actuals. The Board approved financials report will be sent to the Alameda County Office of Education and the California Department of Education for inspection and approval.

**9.7 Approval of Personnel Document #091615 - action**

The Board must act on all issues regarding employees of the TVROP. The Personnel Document specifies each area, to include new hires, resignations, retirements and vacancies.

**10. CORRESPONDENCE – None**

**11. SUPERINTENDENT'S REPORT**

Julie Duncan, Superintendent, will report on recent meetings, activities, or legislation.

**12. BOARD MEMBER REPORTS**

Board members may wish to report on their recent activities.

**13. ANNOUNCEMENTS**

- The next Regular Meeting of the Board will be held December 9, 2015 at 4:00 pm.

**14. ADJOURNMENT**

JD/as



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
JOINT POWERS GOVERNING BOARD MEETING  
SEPTEMBER 16, 2015

**CONSENT CALENDAR – MOTION – 7.1**

**AGENDA ITEM:**

7.1 – Approval of Minutes from the Regular Board Meeting of June 17, 2015

**RECOMMENDED ACTION:**

As part of the Consent Calendar, approve the minutes, as presented.

**BACKGROUND:**

The minutes from the Regular Board Meeting of June 17, 2015 are presented for Board Approval.

**FISCAL IMPACT:**

None

**SUPPORTING DOCUMENTS:**

- Draft Minutes of June 17, 2015

Moved by:

Seconded by:

Passed by:



**Tri-Valley Regional Occupational Program**

1040 Florence Road, Livermore, CA 94550  
Ph. (925) 455-4800 - Fax (925) 449-9126

**JOINT POWERS GOVERNING BOARD**

**Draft Minutes for the Regular Board Meeting and Budget Hearing  
June 17, 2015**

**1. CALL TO ORDER / ROLL CALL - 4:00 pm**

Vice Chairperson, Chuck Rogge, called the meeting to order at 4:04 pm.

Roll Call/Establishment of Quorum

Chuck Rogge, Vice Chairperson  
Sean Kenney, Member  
Julie Duncan, Secretary to the Board

Administrators/Staff Members

Kathleen Frazer, TVROP  
Cindy Alba, LVJUSD  
Susan Kinder, LVJUSD  
Laura Johnson, LVJUSD  
Tim McCarty, DUSD  
Glen Sparks, PUSD  
Anne Spalasso, TVROP

**2. PUBLIC COMMENT**

None

**3. ADJOURN TO CLOSED SESSION - Pursuant to Government Code §54957 and §54957.6**

The Board adjourned to closed session at 4:06 pm.

**3.1 Public Employee Performance Goals (2014-2015)**

**Title: Superintendent**

**4. RECONVENE IN OPEN SESSION**

The Board reconvened in open session at 5:07 pm. Vice Chair Rogge welcomed everyone in Chairperson Laursen's absence.

**4.1 Pledge of Allegiance**

**4.2 Approval of the Agenda**

Superintendent Duncan announced LVJUSD brought additional backup to Item 10.3 and the Public Hearing.

| <u>Moved</u> | <u>Seconded</u> | <u>Ayes</u> | <u>Noes</u> | <u>Abstain</u> | <u>Absent</u> |
|--------------|-----------------|-------------|-------------|----------------|---------------|
| Kenney       | Rogge           | 2           | 0           | 0              | 1             |

**4.3 Announcement of Any Reportable Action Taken in Closed Session**

None

**5. PUBLIC HEARING**

**Public Hearing on the 2015 - 2016 Budget**

Public Hearing for the 2015 - 2016 Tri-Valley Regional Occupational Program Budget was called to order by Vice Chairperson Chuck Rogge and was held in Compliance with California Education Code 42103. There was no public comment upon call.

Superintendent Duncan introduced CBO Susan Kinder to explain the distributed addendum and present the details on changes. Ms. Kinder reported that after the agenda posted the Business Department uploaded the Estimated Actuals to SACS and found their beginning fund balance had been entered incorrectly; an adjustment was made to the projected expenses so no impact is made on any supplemental numbers making sure all ending balances remain

correct. The hearing closed at 5:11 pm

**6. PUBLIC COMMENT**

None

**7. RECOGNITIONS**

None

**8. CONSENT CALENDAR**

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**CONSENT - MOTIONS**

| <i>Moved</i> | <i>Seconded</i> | <i>Ayes</i> | <i>Noes</i> | <i>Abstain</i> | <i>Absent</i> |
|--------------|-----------------|-------------|-------------|----------------|---------------|
| Kenney       | Rogge           | 2           | 0           | 0              | 1             |

**8.1 Approval of Minutes from the Regular Board Meeting of May 13, 2015**

The Board will consider the approval of the minutes from the May 13, 2015 Board Meeting.

**8.2 Approval of Minutes from the Special Board Meeting of May 21, 2015**

The Board will consider the approval of the minutes from the May 21, 2015 Special Board Meeting.

**8.3 Approval of Bill and Salary Warrants - May 2015**

The Board will consider the approval of Bill and Salary warrants which show payment of the District's operating and salary expenditures for the prior month.

**8.4 Approval of Purchase Order Summary - May 2015**

The Board will consider the approval of the purchase order summary which shows encumbrances of the District funds for the prior month.

**8.5 Approval of Course Schedule for 2015 - 2016**

The Board will consider approving the 2015 -2016 school year class schedule.

**8.6 Approval of Memorandums of Understanding with Member Districts for Shared Services during 2015 - 2016**

The Board will consider approving MOU's between TVROP, Dublin, Livermore Valley Joint and Pleasanton Unified School Districts for shared services with costs reimbursable to TVROP and member districts respectively.

**8.7 Approval of Memorandums of Understanding with Livermore Valley Joint Unified School District for Services during 2015 - 2016**

The Board will consider approving MOU's between TVROP and Livermore Valley Joint Unified School District for the following services; Business Services, Custodial at the Livermore High Campus for Auto Shop complex and the TVROP District Office.

**9. DEFERRED CONSENT ITEMS**

Items that are pulled from the Consent Calendar to be addressed individually will be

discussed and acted upon at this time.

## 10. INFORMATION / ACTION ITEMS

Informational items are noted as informational only; Action items are up for a vote by the Board. Most items require a simple majority of Board member votes to pass.

### 10.1 California Career Pathways Trust Grant, Round Two - *information*

Superintendent Duncan presented information on the results of the CCPT #2 Grant and wanted to thank everyone for their contributions. This is similar to the grant from last year which was missed by 2.7 points. Kathleen Frazer, Administrative Program Director helped by suggesting the addition of a legal pathway in a joint effort by POST, Peace Officer Standards Training and Alameda County Sheriff's Department. The TEC group will receive almost 5.9 million dollars and the majority of those funds have been earmarked as technology. This will be a multi-district bid process running through Livermore as they are the fiscal lead. Pathways will be Public Safety and Cisco Networking which are already articulated with Las Positas College so a student can do year one and two in high school and years three and four at Las Positas. All courses are certificate eligible. Another pathway is computer programming and the enhancement of all other pathways with Tele-Presence technology. Capture, transform and review – where a student can log into the system and watch a lesson over again, even two years from presentation. We hope that with this technology remote schools will be able to log in and take one of our courses.

We wrote into the plan Instructional Coaches to help train everyone. \$95,000 has been set aside to help administer the grant, including the data piece and help with DGI as well. Hiring an expert in this field will help ensure all funding, data and coordination with all partners in done correctly and on time.

Mr. Kenney is excited about the Tele-Presence and what it can do for our students.

Mr. Rogge asked about the costs beyond the first two years. Ms. Duncan explained how we will strategically embed into our programs with proper planning so it doesn't negatively impact section funding.

### 10.2 Competitive Compensation - *information*

Superintendent Duncan presented historical compensation information with backup documentation of all member districts. ROP staff is underpaid and has not received an increase since the 2006-2007 school year and reviewed all salary schedules of member districts. To make TVROP competitive, Ms. Duncan would like to propose a 5% increase to salary schedules and review years of experience toward starting placement. All changes would be acted on at the September Board Meeting.

Mr. Kenney stated that as long as it stays in-line with the budget and multi-years are also properly allocated, it would be appropriate to approve.

Mr. Rogge, asked where would 5% place TVROP in comparison? Ms. Duncan explained that TVROP would still be behind but it's a step in the right direction and would like to make the increase retro to July 1.

Mr. Rogge, asked why not 6 or 7%, Ms. Duncan explained that 5% was a starting point.

Mr. Kenney wants to be cautious, have a starting point and set a plan of how to



achieve close competition and this tells the teachers they are important to us.

Mr. Rogge would like to see a two-to-five year plan on how to achieve equity while staying within our budget.

Ms. Alba commented to validate the information on years of service recognized at hire, it has brought a positive effect on the quality of staff.

Mr. McCarty noted that if TVROP goes with a 5% increase and the member districts go with 4% TVROP staff will only realize a 1% overall.

**10.3 Proposed Budget Adoption for 2015 – 2016 – action**

Superintendent Duncan introduced Susan Kinder and Laura Johnson from LVJUSD.

Ms. Johnson presented an update on expected revenues, grant funding and expenses.

Ms. Johnson also informed the Board on upcoming State Career Technical Funding.

| <u>Moved</u> | <u>Seconded</u> | <u>Ayes</u> | <u>Noes</u> | <u>Abstain</u> | <u>Absent</u> |
|--------------|-----------------|-------------|-------------|----------------|---------------|
| Rogge        | Kenney          | 2           | 0           | 0              | 1             |

**10.4 Resolution No. 2014-15.9 – Authorize Contract for Cosmetology and Barbering Program Administration – action**

Heather Morelli was our hero and worked very hard to make this entire project happen. R5 Educational Services, who will remain in operation as Dublin Beauty College at this time has worked hard to build this program. At the orientation, 46 of 50 students attended and the four that were not in attendance all made arrangements to pick up their packets. The Rasuli's, Fred and Rita, are the operators and will work with existing students to finish their programs under our contract instead of paying retail of \$17 - \$30,000 dollars for the program. 14/15 school year budget will not be fully spent, these funds can be used for updating and funds have been budgeted for next year for student costs, textbooks and updated kits. Mr. Rasuli will have a library of equipment for students to check out.

Mr. Rogge asked about the property staying on a month to month lease how are they paid? Ms. Duncan explained the flexibility so options are open for future locations and also explained the billing process.

Ms. Frazer added that the school owned by the Rasuli's in Manteca is very nice. This program will bring a level of professionalism and will bring authenticity and professionalism these kids have never had. Mrs. Rasuli is a former ROP student herself.

Mr. Kenney commented on the fact a friend of his attended DBC in High School and the location hadn't changed in 20 plus years. She has made a very good living in her career doing hair. I told her about the Tony & Guy program and she was very positive. Mr. Kenney had students, who are enrolled in the program, approach him at one of the graduations and they were interested in what was coming. Improvements will be welcomed.

Mr. Rogge asked about setting up a visit to the school once open. Ms. Duncan felt it was a great idea.

Ms. Duncan thanked Livermore and Dublin for attempting to assist us in finding a location.

| <u>Moved</u> | <u>Seconded</u> | <u>Ayes</u> | <u>Noes</u> | <u>Abstain</u> | <u>Absent</u> |
|--------------|-----------------|-------------|-------------|----------------|---------------|
| Kenney       | Rogge           | 2           | 0           | 0              | 1             |

**10.5 Coordinator Position Compensation – action**

Superintendent Duncan explained the original position, how it has changed and evolved. An analysis of similar positions and job duties in the member districts showed the difference in compensation. This adjustment will bring TVROP more in line with the duties. Ms. Duncan requested the salary adjustment increase by \$100 per diem for the 210 days.

Mr. Rogge asked if the change is budgeted, Ms. Duncan informed him it was.

Mr. Kenney stated this is important to keep proper leadership.

| <u>Moved</u> | <u>Seconded</u> | <u>Ayes</u> | <u>Noes</u> | <u>Abstain</u> | <u>Absent</u> |
|--------------|-----------------|-------------|-------------|----------------|---------------|
| Rogge        | Kenney          | 2           | 0           | 0              | 1             |

**10.6 Approval of Personnel Document #061715 - action**

Staff presented Personnel Document #061715; this list encompasses the expected group of returning staff and vacancies.

| <u>Moved</u> | <u>Seconded</u> | <u>Ayes</u> | <u>Noes</u> | <u>Abstain</u> | <u>Absent</u> |
|--------------|-----------------|-------------|-------------|----------------|---------------|
| Kenney       | Rogge           | 2           | 0           | 0              | 1             |

**11. CORRESPONDENCE**

- Letter from Alameda County Office of Education discussing Certificated Staff Credential Audit
  - Ms. Duncan explained the credentialing audits, CTE get their credentials while they teach. Those in process, have to file a waiver towards their CLAD clearance.
- Letter from Alameda County Office of Education discussing Second Interim Report Certification

**12. SUPERINTENDENT'S REPORT**

Julie Duncan, Superintendent, will report on recent meetings, activities, or legislation.

Debbie Nelson has been selected as Teacher of the Year, TVROP in-service was in May and Ms. Morelli did a fantastic job. Theme worked around Integrating Technology. We will be offering our own Tech Institute to bring our staff up to speed in using all the new technology. We will be asking member districts to lend us space to hold the meetings and asking staff to attend at least one per semester. Sample topics could be using a blog, twitter and even using our website to promote their programs. Staff were involved and excited, more so than in the past.

The Marketing classes were a-g approved, Ms. Raaker, is our teacher on special assignment helping to streamline ASB, brainstorm with other staff, two being new and two experienced. Research is being done for student store inventory/cash registers; those are some of the topics for our retreat scheduled for June 22<sup>nd</sup>.

The Welding Camp, taught by Scott Miner, will take place at Las Positas. It starts on Monday, June 22<sup>nd</sup> and the response was fabulous. 25 students from all three districts will attend and it's a very diverse group. The students will each build a BBQ. Students will go on two field trips, one to Alliance Welding Supplies and Custom Cycle and Gear.

In cooperation with Las Positas College, Livermore High School will house, paid for by DGI funds, a class in the spring of next year. It would be a concurrent enrollment class offered in the evening.

Middle College orientation is August 10<sup>th</sup> and class starts on the 11<sup>th</sup>. Scott Miner is the leadership advisor and Kathleen is working with him to have those students give tours.

Mr. Rogge asked if he could visit the Welding Camp. Ms. Duncan encouraged him to do so and verifying the dates of; June 22 to July 2<sup>nd</sup>, Monday – Thursday 9:00 am – 1:00 pm.

**13. BOARD MEMBER REPORTS**

Mr. Rogge asked that the waiver fee be added to the next agenda. Possibility of staff being reimbursed for the required \$70 CLAD waiver fee to the State.

**14. ANNOUNCEMENTS**

- The next Regular Meeting of the Board will be held September 16, 2015, 4:00 pm closed session, 5:00 pm open session.

**15. ADJOURNMENT**

JD/as



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
 JOINT POWERS GOVERNING BOARD MEETING  
 SEPTEMBER 16, 2015

**CONSENT CALENDAR – MOTION – 7.2**

**AGENDA ITEM:**

7.2 – Approval of Bill and Salary Reports – June 1 – August 31, 2015

**RECOMMENDED ACTION:**

As part of the Consent Calendar, approve bill and salary warrants, as presented.

**BACKGROUND:**

Bill and salary warrants are presented to the Board for ratification under the Consent Calendar at each regular JPGB meeting. The attached list of bill and salary warrants shows payment of the District’s operating and salary expenditures for the past two months. All of the warrants have been approved by the Alameda County Office of Education.

**FISCAL IMPACT:**

Operating Expenditures were \$ 959,638.36, salary expenditures were \$ 929,891.15.

**SUPPORTING DOCUMENTS:**

Warrant – Disbursements – See Chart Below

| <b>WARRANT – DISBURSEMENTS</b> | <b>June 2015</b>      | <b>July 2015</b>    | <b>August 2015</b>  | <b>TOTAL FOR PERIOD</b> |
|--------------------------------|-----------------------|---------------------|---------------------|-------------------------|
| <b>PAYROLL RELATED</b>         | \$438,864.56          | \$186,314.19        | \$304,712.40        | \$929,891.15            |
| <b>BOOKS/SUPPLIES</b>          | \$213,443.55          | \$44,517.62         | \$23,944.33         | \$281,905.50            |
| <b>SERVICES</b>                | \$638,487.05          | \$26,062.84         | \$13,182.97         | \$677,732.86            |
| <b>TOTAL</b>                   | <b>\$1,290,795.16</b> | <b>\$256,894.65</b> | <b>\$341,839.70</b> | <b>\$1,889,529.51</b>   |

- Transaction Listing June 2015
- Transaction Listing July 2015
- Transaction Listing August 2015

Moved by:  
 Seconded by:  
 Passed by:

SORT ORDER: Major Ob

SELECT Object Detail: 1000-5999

|                           | Sort Value | Sort Level Description | Sort Level | Type  | Debit        | Credit     | Net          |
|---------------------------|------------|------------------------|------------|-------|--------------|------------|--------------|
| =====                     |            |                        |            |       |              |            |              |
| **                        | Total 1000 | By Major Object        | (1)        | DR-CR | 310,248.17   | 80,078.50  | 230,169.67   |
| **                        | Total 2000 | By Major Object        | (1)        | DR-CR | 144,212.81   | 110,744.70 | 33,468.11    |
| **                        | Total 3000 | By Major Object        | (1)        | DR-CR | 210,313.13   | 35,086.35  | 175,226.78   |
| **                        | Total 4000 | By Major Object        | (1)        | DR-CR | 217,650.81   | 4,207.26   | 213,443.55   |
| **                        | Total 5000 | By Major Object        | (1)        | DR-CR | 656,099.61   | 17,612.56  | 638,487.05   |
| ** G R A N D T O T A L ** |            |                        |            | DR-CR | 1,538,524.53 | 247,729.37 | 1,290,795.16 |

SORT ORDER: Major Ob

SELECT Object Detail: 1000-5999

|       | Sort Value | Sort Level Description    | Sort Level | Type  | Debit      | Credit    | Net        |
|-------|------------|---------------------------|------------|-------|------------|-----------|------------|
| ===== |            |                           |            |       |            |           |            |
| **    | Total 1000 | By Major Object           | (1)        | DR-CR | 153,011.39 | 6,760.36  | 146,251.03 |
| **    | Total 2000 | By Major Object           | (1)        | DR-CR | 13,191.77  | 0.00      | 13,191.77  |
| **    | Total 3000 | By Major Object           | (1)        | DR-CR | 27,654.52  | 783.13    | 26,871.39  |
| **    | Total 4000 | By Major Object           | (1)        | DR-CR | 47,233.46  | 2,715.84  | 44,517.62  |
| **    | Total 5000 | By Major Object           | (1)        | DR-CR | 32,552.61  | 6,489.77  | 26,062.84  |
|       |            | ** G R A N D T O T A L ** |            | DR-CR | 273,643.75 | 16,749.10 | 256,894.65 |

SORT ORDER: Major Ob

SELECT Object Detail: 1000-5999

|       | Sort Value | Sort Level Description    | Sort Level | Type  | Debit      | Credit   | Net        |
|-------|------------|---------------------------|------------|-------|------------|----------|------------|
| ===== |            |                           |            |       |            |          |            |
| **    | Total 1000 | By Major Object           | (1)        | DR-CR | 226,492.06 | 1,140.46 | 225,351.60 |
| **    | Total 2000 | By Major Object           | (1)        | DR-CR | 35,132.10  | 0.00     | 35,132.10  |
| **    | Total 3000 | By Major Object           | (1)        | DR-CR | 44,409.57  | 180.87   | 44,228.70  |
| **    | Total 4000 | By Major Object           | (1)        | DR-CR | 23,944.33  | 0.00     | 23,944.33  |
| **    | Total 5000 | By Major Object           | (1)        | DR-CR | 19,803.83  | 6,620.86 | 13,182.97  |
|       |            | ** G R A N D T O T A L ** |            | DR-CR | 349,781.89 | 7,942.19 | 341,839.70 |



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
JOINT POWERS GOVERNING BOARD MEETING  
SEPTEMBER 16, 2015

## CONSENT CALENDAR – MOTION – 7.4

### AGENDA ITEM:

7.4 – Approval of Carl D. Perkins CTE Grant Funds for 2015 - 2016

### RECOMMENDED ACTION:

As part of the Consent Calendar, approve receipt of the Carl Perkins CTE Grant in the amount of \$74,856, as presented.

### BACKGROUND:

Tri-Valley ROP submitted an application for the Carl D. Perkins Career and Technical Education Grant for Correctional Education CTE programs at Santa Rita Jail. The California Department of Education completed its review of our application and found it to be in excellent order.

This grant will help provide support to upgrade and enhance Career and Technical Education programs to include: Agriscience (Aquaponics), Computer Applications, Cosmetology, Food Service and Baking, Cable Installer training, and possibly of Building Trades course. The grant will be used to assist with the updating of the curricula for these classes, and to assist the Sheriff's Office with the creation of a new educational center inside the Santa Rita facility.

### FISCAL IMPACT:

The grant will provide \$74,856 for use in the correctional education program at Santa Rita Jail and Camp Sweeney facilities.

### SUPPORTING DOCUMENTS:

- Carl D. Perkins, California Department of Education, Grant Award Notificaiton

Moved by:

Seconded by:

Passed by:



## Grant Award Notification

|  |                                  |  |  |   |                            |                          |
|--|----------------------------------|--|--|---|----------------------------|--------------------------|
| <b>GRANTEE NAME AND ADDRESS</b><br>Julie Duncan, Director<br>Tri-Valley ROP<br>1040 Florence Road<br>Livermore, CA 94550-5543  |                                  |  | <b>CDE GRANT NUMBER</b>                    |   |                            |                          |
|  |                                  |  | <b>FY</b>                                  | <b>PCA</b>  | <b>Vendor Number</b>       | <b>Suffix</b>            |
|  |                                  |  | 15   | 14893   | 7400                       | 00                       |
| <b>Attention</b><br>Julie Duncan   |                                  |  | <b>STANDARDIZED ACCOUNT CODE STRUCTURE</b> |   | <b>COUNTY</b>              |                          |
| <b>Program Office</b><br>Office of the Superintendent  |                                  |  | <b>Resource Code</b>                       | <b>Revenue Object Code</b>                        | 1                          |                          |
| <b>Telephone</b><br>925-455-4800   |                                  |  | 3555                                       | 8290  | <b>INDEX</b>               |                          |
| <b>Name of Grant Program</b><br>Carl D. Perkins Career and Technical Education Improvement Act of 2006   |                                  |  |  |   | 0615                       |                          |
| <b>GRANT DETAILS</b>   | <b>Original/Prior Amendments</b> | <b>Amendment Amount</b>  | <b>Total</b>                               | <b>Amend. No.</b>                                 | <b>Award Starting Date</b> | <b>Award Ending Date</b> |
|  | \$74,856.00                      | 0  | \$74,856.00                                | 0   | July 1, 2015               | June 30, 2016            |
| <b>CFDA Number</b>   | <b>Federal Grant Number</b>      | <b>Federal Grant Name</b>  |  |   | <b>Federal Agency</b>      |                          |
| 84.048A  | V048A150005                      | Carl D. Perkins Career and Technical Education Improvement Act of 2006 |  |   | Department of Education    |                          |
| <p>I am pleased to inform you that you have been funded for the Carl D. Perkins Career and Technical Education Improvement Act of 2006.</p> <p>This award is made contingent upon the availability of funds. If the Legislature takes action to reduce or defer the funding upon which this award is based, then this award will be amended accordingly.</p> <p>Please return the original, signed Grant Award Notification (AO-400) within 10 days of receipt to:</p> <p style="text-align: center;">Laurie SooHoo<br/>         Career Technical Education Administration and Management Office<br/>         California Department of Education<br/>         1430 N Street, Suite 4202<br/>         Sacramento, CA 95814-5901</p> |                                  |  |  |   |                            |                          |
| <b>California Department of Education Contact</b><br>Geoff Belleau   |                                  |  |  | <b>Job Title</b><br>Education Programs Consultant |                            |                          |
| <b>E-mail Address</b><br><a href="mailto:GBelleau@cde.ca.gov">GBelleau@cde.ca.gov</a>  |                                  |  |  | <b>Telephone</b><br>916-445-6217                  |                            |                          |
| <b>Signature of the State Superintendent of Public Instruction or Designee</b><br>▶ <i>Tom Tomalakson</i>  |                                  |  |  | <b>Date</b><br>August 13, 2015                    |                            |                          |
| <b>CERTIFICATION OF ACCEPTANCE OF GRANT REQUIREMENTS</b>   |                                  |  |  |   |                            |                          |
| <i>On behalf of the grantee named above, I accept this grant award. I have read the applicable certifications, assurances, terms, and conditions identified on the grant application (for grants with an application process) or in this document or both; and I agree to comply with all requirements as a condition of funding.</i>  |                                  |  |  |   |                            |                          |
| <b>Printed Name of Authorized Agent</b><br><i>Julie Duncan</i>   |                                  |  |  | <b>Title</b><br><i>Superintendent</i>             |                            |                          |
| <b>E-mail Address</b><br><i>jduncan@trvop.org</i>  |                                  |  |  | <b>Telephone</b>                                  |                            |                          |
| <b>Signature</b><br>▶ <i>Julie Duncan</i>  |                                  |  |  | <b>Date</b><br><i>8/24/15</i>                     |                            |                          |



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
JOINT POWERS GOVERNING BOARD MEETING  
SEPTEMBER 16, 2015

**CONSENT – RESOLUTION – 7.5**

**AGENDA ITEM:**

7.5 – Resolution No. 2015-16.1 – Authorized Agents; Payroll Warrants and Disbursements

**RECOMMENDED ACTION:**

As part of the Consent Calendar, Approve Resolution No. 2015-16.1

**BACKGROUND:**

California Education Code Sections 42632, 42601 allow the Governing Board to authorize a person or persons to sign on its behalf. Persons named on Resolution No. 14-15.1 are authorized by the Board of Education to sign warrants and approval of payments on behalf of the District. Resolution No. 2014-15.1 supersedes all prior resolutions naming authorized signers for the District.

**FISCAL IMPACT:**

None

**SUPPORTING DOCUMENTS:**

- Resolution No. 2015-16.1 – Signature Card; Authorized Agents; Payroll, Warrants and Disbursements

Moved by:

Seconded by:

Passed by:

**BEFORE THE JOINT POWERS GOVERNING BOARD  
OF THE TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
COUNTY OF ALAMEDA, STATE OF CALIFORNIA**

|  |
|--|
| <b>RESOLUTION NO. 2015-16.1<br/>AUTHORIZED AGENTS<br/>PAYROLL WARRANTS &amp; DISBURSEMENTS</b> |
|--|

WHEREAS, pursuant to Education Code Section 42632 for K-12 Education and Section 85232 for Community Colleges, each order drawn on the funds of a school district shall be signed by at least a majority of the members of the Governing Board of the district, or by a person or persons authorized by the Governing Board to sign orders in its name; and

WHEREAS, the Governing Board of each school district shall be responsible for filing such signatures with the County Office of Education per Education Code Section 42633; and

WHEREAS, this resolution supersedes all previous resolutions authorizing such signature(s) on behalf of the Governing Board, and declares said prior resolutions null and void;

NOW, THEREFORE BE IT RESOLVED that the Governing Board of the Tri-Valley Regional Occupational Program (TVROP) authorizes and empowers the following person(s) to sign orders in its name effective as of the date of this resolution:

1. \_\_\_\_\_ Julie Duncan  
Signature Type Name  
Superintendent of Tri-Valley Regional Occupational Program  
Title

2. \_\_\_\_\_ Heather Morelli  
Signature Type Name  
Coordinator, Program Services  
Title

3. \_\_\_\_\_ Susan Kinder  
Signature Type Name  
Chief Business Official, Livermore Valley Joint Unified School District  
Title

4. \_\_\_\_\_ Randy Rivera  
Signature Type Name  
Payroll Director, Livermore Valley Joint Unified School District  
Title

**PASSED AND ADOPTED** this 16<sup>th</sup> day of September, 2015, by the Joint Powers Governing Board of the Tri-Valley Regional Occupational Program, by the following vote, to wit:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

Chairperson, Joint Powers Governing Board

*I, Julie Duncan, Secretary to the TVROP Joint Powers Governing Board, do hereby certify that the foregoing resolution was regularly introduced, passed, and adopted by the Board during its meeting held September 16, 2015.*

---

*Julie Duncan, Secretary to the Board, TVROP*



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
JOINT POWERS GOVERNING BOARD MEETING  
SEPTEMBER 16, 2015

**CONSENT – RESOLUTION – 7.6**

**AGENDA ITEM:**

7.6 – Resolution No. 2015-16.2 – Authorization for Bank Signatures

**RECOMMENDED ACTION:**

As part of the Consent Calendar, approve Resolution No. 2015-16.2

**BACKGROUND:**

Bank of the West holds three accounts; Associated Student Body, Payroll and Revolving Fund Account holds signature cards on file to allow designated positions endorsement, transfer, review and/or authorize wiring of funds and otherwise access the TVROP's deposit accounts. No change in authorized signers for the 2015-2016 school year.

This resolution enables TVROP and Livermore Valley Joint Unified School District the ability to cooperatively and conveniently conduct regular business operations.

**FISCAL IMPACT:**

None

**SUPPORTING DOCUMENTS:**

- Resolution No. 2015-16.2 – Authorization for Bank Signatures

Moved by:

Seconded by:

Passed by:

**BEFORE THE JOINT POWERS GOVERNING BOARD  
OF THE TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
ALAMEDA COUNTY, CALIFORNIA**

**RESOLUTION NO. 2015-16.2  
AUTHORIZATION FOR BANK SIGNATURES**

**WHEREAS**, California Government Code §53679 stipulates that money not under control of the treasurer but belonging to a local agency and under the control of any of its officers or employees other than the treasurer may deposit funds as active deposits or inactive deposits; and

**WHEREAS**, for deposits in excess of the amount insured under any federal law, a contract in accordance with Government Code §53649 is required; and

**WHEREAS**, the Joint Powers Governing Board of the Tri-Valley Regional Occupational Program (TVROP) designates the positions of the TVROP Superintendent, Program Coordinator and Livermore Valley Joint Unified School District's Chief Business Official as its representatives to enter into such contract with Bank of the West, on its behalf; and

**WHEREAS**, contracting authorization/requirements includes the following:

- Establish bank accounts and services;
- Sign, or change in writing, agreements with Bank of the West regarding the TVROP bank deposit relationship;
- Specify in writing, to Bank of the West, the names of the individual(s) who are authorized in the name of and on behalf of the Joint Powers Governing Board of the TVROP to:
  - Withdraw funds from any of the TVROP banking accounts on the TVROP's checks or orders;
  - Endorse and deliver to Bank of the West, for any purposes and in any amount, negotiable or non-negotiable items of any kind, and owned by, held by, or payable to the TVROP; and
  - Send, review, and/or authorize wire and electronic transfers of funds from TVROP accounts. Such authority may be exercised by such authorized individual acting alone, regardless of any multiple signature requirements otherwise applicable to the accounts; and
  - Otherwise access the TVROP's deposit accounts.

**NOW, THEREFORE, BE IT RESOLVED** that the individuals now or subsequently holding the positions of TVROP Superintendent, Program Coordinator and Chief Business Official of the Livermore Valley Joint Unified School District are authorized by the Joint Powers Governing Board of the TVROP to enter into any contract with Bank of the West relating to any deposit, which in his/her judgment is to the public advantage;

**PASSED AND ADOPTED** this 16<sup>th</sup> day of September, 2015, by the Joint Powers Governing Board of the Tri-Valley Regional Occupational Program, by the following vote, to wit:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Chairperson, Joint Powers Governing Board

I, Julie Duncan, Secretary of the JPA Board of the TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM, do hereby certify that the foregoing resolution was regularly introduced, passed, and adopted by the JPA Board at its meeting held on September 16, 2015.

\_\_\_\_\_  
Secretary, Board of Trustees



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
JOINT POWERS GOVERNING BOARD MEETING  
SEPTEMBER 16, 2015

**CONSENT - RESOLUTION - 7.7**

**AGENDA ITEM:**

7.7 - Resolution No. 2015-16.3, Appointment of Authorized Agents for State and Federal Applications

**RECOMMENDED ACTION:**

As part of the Consent Calendar, approve Resolution No. 2015-16.3

**BACKGROUND:**

The Tri-Valley ROP Joint Powers Agreement requires that an unanimous vote of the Governing Board of the Tri-Valley Regional Occupational Program of Alameda County, California, approve the designation certain persons employed by the Tri-Valley Regional Occupational Program to apply/sign State and Federal Applications of funding opportunities.

**FISCAL IMPACT:**

None

**SUPPORTING DOCUMENTS:**

- Resolution No. 2015-16.3 - Appointment of Authorized Agents for State and Federal Applications

Moved by:

Seconded by:

Passed by:



**TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM**

**RESOLUTION NO. 2015-16.3**

**APPOINTMENT OF AUTHORIZED AGENTS FOR  
STATE AND FEDERAL APPLICATIONS**

**WHEREAS**, the Joint Powers Governing Board of Tri-Valley Regional Occupational Program of Alameda County, California wishes to designate certain persons employed by the Tri-Valley Regional Occupational Program to sign for all matters pertaining to state and federal specially funded projects; and

**WHEREAS**, although Education Code Section 42632 requires at least a majority vote of the members, the Tri-Valley Regional Occupational Program Joint Powers Agreement, Sections VIII.B and XII.A, requires that an unanimous vote of the Joint Powers Governing Board of Tri-Valley Regional Occupational Program approves the designated agents of the Tri-Valley Regional Occupational Program; and

**WHEREAS**, Education Code Section 42632 also allows the Joint Powers Governing Board of Tri-Valley Regional Occupational Program to authorize a person or persons to sign said orders in its behalf;

**NOW, THEREFORE, BE IT RESOLVED** that the person or persons listed below are herewith so designated:

Name/Title:

\_\_\_\_\_  
Julie Duncan  
Superintendent

\_\_\_\_\_  
Heather Morelli  
Program Coordinator

\_\_\_\_\_  
Fred Rutledge  
Principal

**AND, BE IT FURTHER RESOLVED** that pursuant to Education Code Section 42633, said authorized signatures shall be filed with the County Superintendent of Schools on the signature cards that have been provided by the County Superintendent of Schools.

**PASSED AND ADOPTED** this 16<sup>th</sup> day of September, 2015 by the Joint Powers Governing Board of the Tri-Valley Regional Occupational Program, of Alameda County, State of California.

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Chairperson, Joint Powers Governing Board

I, Julie Duncan, Secretary of the JPA Board of the TRI-VALLEY REGIONAL OCCUPATIONAL CENER/PROGRAM, do hereby certify that the foregoing resolution was regularly introduced, passed, and adopted by the JPA Board at its meeting held on September 16, 2015.

\_\_\_\_\_  
Secretary, Joint Powers Governing Board



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
JOINT POWERS GOVERNING BOARD MEETING  
SEPTEMBER 16, 2015

**CONSENT - RESOLUTION - 7.8**

**AGENDA ITEM:**

7.8 - Resolution No. 2015-16.4, Budget Transfers of Funds - Revenues and Expenditures

**RECOMMENDED ACTION:**

As part of the Consent Calendar, approve Resolution No. 2015-16.4

**BACKGROUND:**

The Tri-Valley ROP Joint Powers Agreement requires that an unanimous vote of the Governing Board of the Tri-Valley Regional Occupational Program of Alameda County, California, approve the designation certain persons employed by the Tri-Valley Regional Occupational Program to approve necessary transfers of funds in relation to both Revenues and Expenditures.

**FISCAL IMPACT:**

None

**SUPPORTING DOCUMENTS:**

- Resolution No. 2015-16.4 - Budget Transfers, Revenues and Expenditures

Moved by:

Seconded by:

Passed by:

**TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM**

**RESOLUTION NO. 2015-16.4**

**APPOINTMENT OF AUTHORIZED AGENTS FOR  
BUDGET TRANSFERS OF FUNDS – REVENUES AND EXPENDITURES**

**WHEREAS**, the Joint Powers Governing Board of Tri-Valley Regional Occupational Program of Alameda County, California wishes to designate certain persons employed by the Tri-Valley Regional Occupational Program to sign for all matters pertaining to budget transfers of Revenue and Expense; and

**WHEREAS**, although Education Code Section 42632 requires at least a majority vote of the members, the Tri-Valley Regional Occupational Program Joint Powers Agreement, Sections VIII.B and XII.A, requires that an unanimous vote of the Joint Powers Governing Board of Tri-Valley Regional Occupational Program approves the designated agents of the Tri-Valley Regional Occupational Program; and

**WHEREAS**, Education Code Section 42632 also allows the Joint Powers Governing Board of Tri-Valley Regional Occupational Program to authorize a person or persons to sign said orders in its behalf;

**NOW, THEREFORE, BE IT RESOLVED** that the person or persons listed below are herewith so designated:

Name/Title:

\_\_\_\_\_  
Julie Duncan  
Superintendent

\_\_\_\_\_  
Heather Morelli  
Program Coordinator

\_\_\_\_\_  
Fred Rutledge  
Principal

**AND, BE IT FURTHER RESOLVED** that pursuant to Education Code Section 42633, said authorized signatures shall be filed with the County Superintendent of Schools on the signature cards that have been provided by the County Superintendent of Schools.

**PASSED AND ADOPTED** this 16<sup>th</sup> day of September, 2015 by the Joint Powers Governing Board of the Tri-Valley Regional Occupational Program, of Alameda County, State of California.

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Chairperson, Joint Powers Governing Board

I, Julie Duncan, Secretary of the JPA Board of the TRI-VALLEY REGIONAL OCCUPATIONAL CENER/PROGRAM, do hereby certify that the foregoing resolution was regularly introduced, passed, and adopted by the JPA Board at its meeting held on September 16, 2015.

\_\_\_\_\_  
Secretary, Joint Powers Governing Board



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
JOINT POWERS GOVERNING BOARD MEETING  
SEPTEMBER 16, 2015

**CONSENT – RESOLUTION – 7.9**

**AGENDA ITEM:**

7.9 – Resolution No. 2015-16.5, Delegation of Authority

**RECOMMENDED ACTION:**

As part of the Consent Calendar, Approve Resolution No. 2015-16.5

**BACKGROUND:**

The Tri-Valley ROP Joint Governing Board wishes to procure goods and services for TVROP in the most cost effective and efficient means.

**FISCAL IMPACT:**

None

**SUPPORTING DOCUMENTS:**

- Resolution No. 2015-16.5 – Delegation of Authority

Moved by:

Seconded by:

Passed by:

# TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM

## RESOLUTION NO. 2015-16.5

### DELEGATION OF AUTHORITY

**WHEREAS**, the Joint Powers Board of the Tri-Valley Regional Occupational Program (ROP) wishes to procure goods and services for the ROP efficiently and cost effectively;

**WHEREAS**, this objective is furthered through minimizing delays in the procurement process consistent with observing all statutory requirements;

**WHEREAS**, Education Code Section 35161 provides that the Board may delegate to an officer or employee any power or duty granted to the Board by law provided the Board retains ultimate responsibility for the performance of delegated responsibilities;

**WHEREAS**, Education Code Section 39656 permits the Board to delegate its authority to contract to the Superintendent or the Superintendent's designee with such limitations as the Board may prescribe; and

**WHEREAS**, Education Code Section 39657 permits the Board to delegate to any employee the authority to purchase supplies, materials, apparatus, equipment and services consistent with Section 20111 of the Public Contract Code with prescribed limits as to time, money and subject matter;

**NOW, THEREFORE, BE IT RESOLVED** that:

1. The Joint Powers Board of the Tri-Valley Regional Occupational Program, pursuant to Education Code Sections 35161, 39656 and 39657, hereby delegates to the Superintendent of TVROP and her designee, the authority to (a) advertise for bids, (b) purchase goods and services, including labor and materials, (c) approve change orders in accordance with Public Contract Code Section 20118.4; and (d) finally accept work on behalf of the ROP consistent with the limitations set forth in this Resolution.
2. No contract, purchase or expenditure shall exceed \$100,000;
3. All contracts, purchases and expenditures shall be presented to the Board for ratification within sixty (60) days; and
4. All contracts, purchases and expenditures shall be consistent with the ROP's adopted budget and shall conform to all applicable statutory requirements including but not limited to Public Contract Code Sections 20111 (competitive bid requirement), 20114 (day labor/force account) and 20118.4 (change orders).

5. This delegation of authority shall not apply to the award of contracts in State-funded projects in which the State requires a resolution of the Board to release funds.

**PASSED, AND ADOPTED** by the following this 16<sup>th</sup> day of September 2015 by the Joint Powers Governing Board of the Tri-Valley Regional Occupational Program, Alameda County, State of California.

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Chairperson, Joint Powers Governing Board

I, Julie Duncan, Secretary of the JPA Board of the TRI-VALLEY REGIONAL OCCUPATION PROGRAM, do hereby certify that the foregoing resolution was regularly introduced, passed, and adopted by the JPA Board at its meeting held on September 16, 2015.

\_\_\_\_\_  
Secretary, Joint Powers Governing Board



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
JOINT POWERS GOVERNING BOARD MEETING  
SEPTEMBER 16, 2015

**CONSENT – RESOLUTION – 7.10**

**AGENDA ITEM:**

7.10 – Resolution No. 2015-16.6, Authorized Agents for Official Documents and Reports

**RECOMMENDED ACTION:**

As part of the Consent Calendar, Approve Resolution No. 2015-16.6

**BACKGROUND:**

The Tri-Valley ROP must provide signature approval on certain official documents and reports, including local, State and Federal reports.

Resolution No. 2015-16.6 names authorized signers for Tri-Valley Regional Occupational Program.

**FISCAL IMPACT:**

None

**SUPPORTING DOCUMENTS:**

- Resolution No. 2015-16.6 – Authorized Agents for Official Documents and Reports

Moved by:

Seconded by:

Passed by:

**BEFORE THE JOINT POWERS GOVERNING BOARD  
OF THE TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
COUNTY OF ALAMEDA, STATE OF CALIFORNIA**

|  |
|--|
| <b>RESOLUTION NO. 2015-16.6<br/>AUTHORIZED AGENTS<br/>OFFICIAL DOCUMENTS AND REPORTS</b> |
|--|

WHEREAS, TVROP occasionally must provide signature approval on certain official documents and reports, including local, State and Federal reports, such as revenue and/or grant funding; and

WHEREAS, this resolution supersedes all previous resolutions authorizing such signature(s) on certain official documents and reports, and declares said prior resolutions null and void;

WHEREAS, this resolution supersedes all previous resolutions authorizing such signature(s) on behalf of the Governing Board, and declares said prior resolutions null and void;

NOW, THEREFORE BE IT RESOLVED that the Governing Board hereby duly authorizes and empowers the following person(s) to sign all documents and reports pertinent to conducting the business of the Tri-Valley Regional Occupational Program, effective as of the date of this resolution:

1. \_\_\_\_\_ Julie Duncan  
Signature Type Name  
Superintendent of Tri-Valley Regional Occupational Program  
Title

2. \_\_\_\_\_ Heather Morelli  
Signature Type Name  
Coordinator, Program Services  
Title

3. \_\_\_\_\_ Susan Kinder  
Signature Type Name  
Chief Business Official, Livermore Valley Joint Unified School District  
Title

4. \_\_\_\_\_ Randy Rivera  
Signature Type Name  
Payroll Director, Livermore Valley Joint Unified School District  
Title



**PASSED AND ADOPTED** this 16<sup>th</sup> day of September, 2015, by the Joint Powers Governing Board of the Tri-Valley Regional Occupational Program, by the following vote, to wit:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

Chairperson, Joint Powers Governing Board

*I, Julie Duncan, Secretary to the TVROP Joint Powers Governing Board, do hereby certify that the foregoing resolution was regularly introduced, passed, and adopted by the Board during its meeting held September 16, 2015.*

---

*Julie Duncan, Secretary to the Board, TVROP*



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
JOINT POWERS GOVERNING BOARD MEETING  
September 16, 2015

## INFORMATION ITEM – 9.1

### **AGENDA ITEM:**

9.1 – Technology Bid Announcement

### **INFORMATIONAL BACKGROUND:**

Per State of California *PCC* Section 20111(a) requiring school district governing boards to competitively bid and award any contract involving an expenditure of more than \$86,000 to the lowest responsible bidder.

Tri-Valley ROP wishes to announce a Request For Proposals.

### **FISCAL IMPACT:**

Unknown at this time

### **SUPPORTING DOCUMENTS:**

- California Department of Education Letter Dated December 22, 2014 – Annual Adjustment to Bid Threshold for Contracts Awarded by School Districts



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
JOINT POWERS GOVERNING BOARD MEETING  
September 16, 2015

**INFORMATION ITEM - 9.2**

**AGENDA ITEM:**

9.2 - Middle College High School at Las Positas College Update

**INFORMATIONAL BACKGROUND:**

Kathleen Frazier, Administrative Program Director, will present an update on the Middle College High School at Las Positas College. The presentation will cover summer student orientation, start of school activities, and live testimonials from our Middle College students.

**SUPPORTING DOCUMENTS:**

*None*



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
JOINT POWERS GOVERNING BOARD MEETING  
September 16, 2015

### **INFORMATION ITEM – 9.3**

**AGENDA ITEM:**

9.3 – First Reading of Board Policy 4040.1, Staff Social Media Policy

**INFORMATIONAL BACKGROUND:**

Administration will present information on the decision to create policy and guidelines on social media use for the protection of both personnel and student.

The Staff Social Media Policy will be added to Series 4000 - Personnel.

**SUPPORTING DOCUMENTS:**

- Tri-Valley ROP Staff Social Media Guidelines

# TRI-VALLEY ROP STAFF SOCIAL MEDIA GUIDELINES

The Tri-Valley Regional Occupational Program (hereinafter referred to as "Tri-Valley ROP" or "TVROP" or "District") supports the use of online social media to facilitate District programs, departments and school sites in building a more successful parent, community, student and employee network. This document contains Tri-Valley ROP's guidelines regarding the use of online social media.

Official District social media platforms are operated by the District for the purpose of communicating the District's messages, and shall be used only for their stated purposes and in a manner consistent with this policy and the mission and goals of the District. In using social media, the District does not intend to create a limited public forum or otherwise guarantee an individual's right to free speech. All official District-authorized communication through social media platforms shall comply with District policies and regulations, and be in accordance with the District's Acceptable Use Rules and Regulations.

## A. Definitions:

**"Social Media"** means any online platform for collaboration, interaction, or active participation, including but not limited to, social networking sites such as Facebook, Twitter, YouTube, and LinkedIn.

**"Official District social media platform and District-authorized social media"** are sites authorized by the Superintendent or designee. Sites that have not been authorized by the Superintendent or designee but that contain content related to the District or comments on District operations, such as a site created by a parent-teacher organization, or other school-connected organization, or a student's or employee's personal site, are not considered official District social media platforms or District-authorized social media.

**"Technology"** includes computers, notebooks, the Internet, telephones, cellular telephones, personal digital assistants, pagers, MP3 players (e.g., iPods, etc.), USB drives, wireless access points (routers), or any wireless communication device.

**“District Technology”** is that which is owned or provided by the District, which includes the District’s Internet services.

**“Personal Technology”** is technology that is not owned or provided by the District.

## **B. Privacy**

The District shall aim to protect the privacy rights of students, parents/guardians, employees, and other individuals in connection with official District social media platforms.

The District’s Board policy pertaining to the posting of student photographs and the privacy of telephone numbers, home addresses, and email addresses, as specified in Board policy 1113: District Websites, shall also apply to official District social media platforms.

District-authorized social media and networking sites and other online platforms shall not be used by District employees to transmit confidential information about students, employees, or District operations.

By submitting content to any of the District’s social media pages, users understand and acknowledge this information is available to the public. The District may use this information for internal and external purposes, and other users may use posted information in ways beyond the District’s control. Users who do not wish to have the information used, published, copied, or reprinted, should not post on the social media pages.

All posted content is subject to the California Public Records Act. All users of the District’s social media pages are also subject to any terms, policies, laws or regulations governing the social media website, platform, media, software, devices, or networks.

## **C. Official District Social Media Presence:**

The District’s Internet home page, located at [www.tvrop.org](http://www.tvrop.org), contains links to District-approved social media pages which are authorized and administered by the Superintendent or designee. The Superintendent or designee has the discretion and right to temporarily or permanently disable, alter settings of, or shut down any social media pages at any time and for any reason.

Social media pages that have not been authorized by the Superintendent or designee and that contain posts, links, or comments related to or about the

District, such as a site created by a parent-staff organization, or other similar organization, or by an individual student or employee, are not administered by the District. The District is not responsible for any such social media pages or content.

The Superintendent may determine whether District social media sites or pages will permit "posting" of content by outside users. District-approved social media pages need not accept posts by any user other than an authorized District content owner. This determination shall be made in the best interests of the District and the educational program.

#### **D. Requisite Authorization**

1. **Authorization** - District presence on any social media site, including school-related accounts, such as clubs, teams, field trips, course, or other sites associated with the District or a District school must have the prior authorization of the TVROP administration before such a site is established. Any sites, accounts, or pages existing absent prior authorization will be subject to review, editing, and removal. As appropriate, a recommendation for disciplinary action may result.

To request permission for a District-related site, please utilize the following form and identify a "content owner," or individual responsible for performing regular monitoring and maintenance of the website or account, and a responsible administrator assigned to the specific site. Please note that for emergency purposes only, each District-affiliated site or social media account must name TVROP as an administrator. However, the site, specifically, the content owner and responsible administrator shall be responsible for monitoring and maintaining these sites and accounts.

If asked by media to comment on a school related issue, refer them to school and/or ROP administration.

2. **District Logo** - The use of the TVROP logo(s) on a social media site must be approved by the TVROP administration.

3. **General District Sites and Accounts** - Tri-Valley ROP's general social media sites, including the District's blogs, Facebook and Twitter accounts, will be managed by TVROP administration or their designee. Duplicate, unofficial sites shall be reported, and investigated.

4. **Sponsors and Advertising** - Sponsor logos are permissible on District-related websites, with the prior approval of TVROP administration. The page must also include or link to contact information for an individual

who can provide information about sponsorship. Advertising for third-party events or activities unassociated with official District business is strictly prohibited.

5. **Content Disclaimer** – Each site shall contain a statement that specifies the site’s purpose along with a statement that users are expected to use the site for only those purposes. Each site shall also contain a statement that users are personally responsible for the content of their posts. These guidelines must be displayed to users or made available by hyperlink. Any content removed based on these guidelines must be retained, including the time, date and identity of the poster when available. The District reserves the right to restrict or remove any content that is deemed to violate this social media policy or any applicable law.

Any approved official presence on social media sites outside of those created and monitored by the District’s Communications Department shall include the following text:

“The views expressed on this site do not reflect the views of the Tri-Valley Regional Occupation Program. This site contains user-created content which is not endorsed by the District. Users are personally responsible for the content of their posts. The purpose of this site is” ... (then specify the purpose). Users are expected to use this site only for these stated purposes.

## **E. Maintenance and Monitoring Responsibilities**

The content of all official District online social media pages shall be limited to current and useful information regarding the District’s official and sponsored educational programs, activities, and operations. Such content shall support the District’s educational mission and be appropriate for all audiences. Official District social media pages consist of District messages and re-messaged District related content (re-tweets) and shall not display or otherwise communicate content not expressly authorized by these guidelines.

The posting on official District social media pages of links to other online platforms or social media sites is permissible if the linked sites’ content is of an academic nature, supports the District’s educational mission, and is consistent with the District’s policies and regulations. The District is not responsible for the content of external online platforms, not associated with the specifically linked information.



Content owners are responsible for monitoring and maintaining official presences on social media sites as follows:

1. Content must conform to all applicable state and federal laws, as well as all District and board policies and administrative procedures.
2. Content must be kept current and accurate.
3. Content must not violate copyright or intellectual property laws and the content owner must secure the expressed consent of all involved parties for the right to distribute or publish recordings, photos, images, video, text, slideshow presentations, artwork or any other materials. Before posting any photographs of students, content owners shall review the list of students whose parents have not consented to having their child's photograph taken or published. No student photographs should be published for personal, promotional use or any other non-school related purpose.

TVROP administration recommends that content owners request that a second person review all photographs prior to publication. One person may catch issues that the first set of eyes overlooked.

4. Posting Photos or Movies without Permission - Do not post photos or movies of fellow employees without their prior written authorization. Do not use photos or movies taken at school without permission. Do not post photos or movies that contain students without parent consent.
5. All postings and comments by users are monitored and responded to as necessary on a regular basis. Postings and comments of an inappropriate nature or containing information unrelated to official or District business should be deleted promptly. Such postings shall be reported, investigated, and authors will be disciplined as appropriate.

## **F. Content Guidelines**

Although the District does not regularly review or monitor content, the Superintendent or designee, may remove posts based on viewpoint-neutral considerations, such as lack of relation to the site's purpose or violation of the District's policy, regulation, or content guidelines.

Each official District social media platform shall prominently display:

1. The purpose of the site with a statement that users are expected to use the site only for the intended purpose(s).

2. Information regarding how to use the social media platform's security settings.
3. A statement that the site is regularly monitored and any inappropriate content will be removed.
4. A statement that the District is not responsible for the content of external online platforms.
5. A disclaimer that any user's reference to a specific commercial product or service is not the District's endorsement or recommendation of that product or service.
6. The individual(s) to contact regarding violation(s) of District's social media policy and regulation.

If the Superintendent or designee determines user-posted content will be allowed on a specific District social media page, the social media platform shall also:

- a. Prohibit inappropriate posts, including those with content that:
  - i. Is obscene, libelous, or so incites students as to create a clear and present danger of the commission of unlawful acts on school premises, violation of District or school rules, or substantial disruption of the school's orderly operation; or
  - ii. Is not related to the site's stated purpose, including but not limited to, comments of a commercial nature, political activity, and comments that constitute discrimination, harassment, bullying, or otherwise violate federal or state laws, or District policies, procedures, or regulations.
- b. Include protocols for users, including expectations that users will communicate in a respectful, courteous, and professional manner.
- c. State that users are personally responsible for the content of their posts and the District is not responsible for the content of external online platforms.
- d. Include a disclaimer that the views and comments expressed on the site are those of the users and do not necessarily reflect the District's views.

## **G. Off-Campus versus On-Campus Social Media and Internet Use Guidelines**

Although staff members enjoy free speech rights guaranteed by the First Amendment to the United States Constitution, certain types of communication, typically by virtue of their subject-matter connection to

campus, may relate enough to school to have ramifications for the author or subject at the District site.

When using District technology, electronic communication is governed by the District acceptable use policy, which will be enforced accordingly. Students and staff have no right to privacy in any information stored on or accessed by District technology (e.g., in the contents of personal files on the District's Internet system or other District technology, District email accounts, information accessed through the District's Internet system, etc.). District technology may only be used for educational purposes. Use for non-work purposes, including but not limited to, personal blogging, instant messaging, online shopping or gaming is not allowed. The use of District technology is a privilege and may be revoked at any time.

Use of personal technology/devices may violate the District's acceptable use policy if the District reasonably believes the conduct or speech will cause actual, material disruption of school activities or a staff member's ability to perform his or her job duties.

Courts have held that the off-campus online communications may be connected enough to campus to result in either student or staff-member discipline.

This section of the guidelines is intended to present to District staff members examples of such situations, and guidelines for responsible, professional internet use.

## **1. Staff Use of Personal Technology (Best Practices)**

**a. Restrict On-Duty Use** – Staff members may not use personal technology for non-work purposes during duty hours. The acceptable use of Personal Technology for non-District business must be limited to off-duty time and designated breaks.

**b. Be Transparent** - How you represent yourself online is an extension of yourself. Do not misrepresent yourself by using someone else's identity or misrepresenting your identity. Be honest about who you are, where you work and what you do.

**c. Always a School Employee** - The lines between public and private, personal and professional are blurred in the digital world. Even when you have a disclaimer or use a different user-name, you will always be considered to be a District employee. Whether it is clearly communicated or not, you will be identified as working for and

sometimes representing the school in what you do and say online. Always write in the first person and make it clear that you are speaking for yourself and not on behalf of the District.

**d. Work/Personal Distinction** – Staff members are encouraged to maintain a clear distinction between their personal social media use and any District-related social media sites.

**e. School Values** - Represent the District values. Express ideas and opinions in a respectful manner. All communications should be done in a professional manner. Build trust and responsibility in your relationships. Do not denigrate or insult others including students, staff, administrators, parents, or other Districts. Don't use unprofessional language or any other inappropriate content. Even though you are of legal age, consider carefully what you post through comments and photos. There are school Districts who have taken disciplinary action on staff that made posts relative to alcohol, sexual activities, and inappropriate comments regarding students and staff.

**f. Professional Effectiveness** - District employees must be mindful that any Internet information is ultimately accessible to the world. To avoid jeopardizing their professional effectiveness, employees are encouraged to familiarize themselves with the privacy policies, settings, and protections on any social networking websites to which they choose to subscribe and be aware that information posted online, despite privacy protections, is easily and often reported to administrators or exposed to District students.

**g. Personal Social Networking & Media Accounts** – Before employees create or join an online social network, they should ask themselves whether they would be comfortable if a 'friend' decided to send the information to their students, the students' parents, or their supervisor. Educators must give serious thought to the implications of joining an online social network.

**h. Responsible Online Identity Monitoring** – Employees are encouraged to monitor their 'online identity,' by performing search engine research on a routine basis in order to prevent their online profiles from being fraudulently compromised or simply to track information posted about them online. Often, if there is unwanted information posted about the employee online, that employee can contact the site administrator in order to request its removal.

**i. Friending District Students** – Employees may not have online interactions with students on social networking sites outside of those forums dedicated to academic use. District employees’ social networking profiles and personal blogs may not be linked to District students’ online profiles. Additionally, District employees should use appropriate discretion when using social networks for personal communications and must limit this activity to off-duty hours and the use of their own electronic communication devices.

**j. Use of District Social Media** - Staff members who participate in official District social media platforms shall adhere to all applicable District policies and regulations, including but not limited to professional standards related to interactions with students, staff, and the public. Use of official District social media pages in violation of this policy may result in disciplinary action, up to and including termination of employment and referral to the appropriate law enforcement agencies. The District may suspend or terminate user rights for individuals who violate District standards.

**k. Contacting Students Off-Hours** – When in doubt about contacting a District student during off-duty hours, begin by contacting the student’s parent(s) or legal guardian through their District registered phone number. District employees should only contact District students for educational purposes and must never disclose confidential information possessed by the employee by virtue of his or her District employment.

Because online content can be spread in mere seconds to a mass audience, the District encourages employees to ask themselves before posting any information online whether they would be comfortable having this information printed in the newspaper alongside their photo.

**If you would not bring it into the classroom,  
do not post it online!**

## SOCIAL MEDIA SITE AUTHORIZATION FORM

Employees of the Tri-Valley Regional Occupation Program who wish to create and maintain an official District or school presence on any social media site must have a copy of this completed form on file in the school/department supervisor's office, and a copy submitted to the TVROP administration, prior to a social media site's activation. Either a hard copy or pdf copy filed electronically is acceptable. Note: Once authorized by TVROP or department supervisor, the social media site administrator and their supervisor are fully responsible for regular monitoring of the site, appropriate online conduct and adhering to the District's policies, regulations, acceptable use policies, and related guidelines, including the official Social Media Guidelines. By submitting this form, you are agreeing to comply with the Terms and Conditions set forth in the Tri-Valley ROP Staff Social Media Guidelines.

Date: \_\_\_\_\_  
Dept. or School Site: \_\_\_\_\_  
Employee Name: \_\_\_\_\_ ID: \_\_\_\_\_  
Employee Title: \_\_\_\_\_ District e-mail: \_\_\_\_\_

Nature of request:

- Website: \_\_\_\_\_
- Blog: \_\_\_\_\_
- Other: \_\_\_\_\_
- Other: \_\_\_\_\_
- Other: \_\_\_\_\_

Purpose of presence on social media site:

\_\_\_\_\_

### SITE ACCOUNT INFORMATION:

E-mail address associated with site: \_\_\_\_\_  
User name: \_\_\_\_\_  
Password: \_\_\_\_\_

All individuals with site account access:

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
\_\_\_\_\_ Name: \_\_\_\_\_  
\_\_\_\_\_ Title: \_\_\_\_\_  
Name: \_\_\_\_\_ Title: \_\_\_\_\_  
\_\_\_\_\_

### AUTHORIZATION BY SCHOOL PRINCIPAL OR DEPARTMENT SUPERVISOR:

Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
Title: \_\_\_\_\_ Date: \_\_\_\_\_



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
JOINT POWERS GOVERNING BOARD MEETING  
September 16, 2015

**ACTION ITEM – 9.4**

**AGENDA ITEM:**

9.4 – Approval of Tri-Valley ROP TEC California Career Pathways Trust (CCPT) Grant Coordinator Position

**RECOMMENDED ACTION:**

Approve the Tri-Valley ROP TEC California Career Pathways Trust (CCPT) Grant Coordinator Position

**BACKGROUND:**

As a result of being awarded approximately \$5.9 million in CCPT grant funds, the TVROP Superintendent recommended to the Coordinating Council that a temporary contract position be established to manage the complex implementation and grant reporting requirements of the TEC CCPT grant which represents multiple districts, Las Positas College and several public agencies and businesses. This position will work closely with Livermore Valley Joint Unified School District, the fiscal lead of the grant.

**FISCAL IMPACT:**

No change, included in Approved 2015-2016 Budget

**SUPPORTING DOCUMENTS:**

- TEC CCPT Grant Coordinator Position

Moved by:

Seconded by:

Passed by:

# TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM

## JOB DESCRIPTION

### Tri-Valley Educational Collaborative (TEC) California Career Pathways Trust (CCPT) Grant Coordinator

*Disclaimer – Job descriptions are written as a representative list of the ADA essential duties performed by the entire job classification. They are not intended to include every possible activity and task performed in every position.*

**TITLE:** TEC CCPT Grant Coordinator  
**CLASSIFICATION:** Temporary Hourly Contractor  
**REPORTS TO:** Superintendent or Superintendent Designee  
**LOCATION:** TVROP District Office – Livermore, CA

#### **SUMMARY:**

Under the direction of the Tri-Valley Regional Occupational Program Superintendent or Designee, plan, organize, coordinate and direct the TEC CCPT grant (Tri-Valley Educational Collaborative, California Career Pathways Trust) operations and activities, providing vision and leadership for the development and strengthening of K-16 career pathways for TEC including educational outcomes; coordinate and direct communications, information, personnel and budgets to meet student needs and assure smooth and efficient programs and services. The coordinator will be responsible for convening and coordinating TEC CCPT Steering Committee and the Working Group and monitoring and enforcing adherence to the funded Work Plan. This person will also coordinate and be responsible for the Collaboration's annual reporting to the California Department of Education. The CCPT grant is a two-year funded grant beginning in the 2015-2016 school year.

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES:** *(Example of Duties)*

*Disclaimer – This list is meant to be representative, not exhaustive. Some incumbents may not perform all the duties listed or may perform related duties as assigned.*

- Plan, organize, coordinate and direct TEC CCPT operations and activities, providing vision and leadership for the development and strengthening of K-16 career pathways including educational and training programs and services to enhance learning, achievement and educational outcomes.
- Identify and coordinate the development and refinement of the following career pathways that lead to certificates and degrees in business and industry; Public Services/Legal, Networking and Software and Systems Development and provide opportunities for secondary teachers and college faculty to develop curriculum related to designated career pathways; negotiate agreements with participating schools and colleges to support articulation, concurrent/dual enrollment, and early admission to aligned pathway programs.
- Coordinate outreach to a variety of educational institutions and community organizations to promote activities of the grants; collaborate with college and high school faculty and staff to encourage student participation in aligned career pathway programs; work collaboratively with College and Career Specialists to organize career exploration activities to support participation in aligned



pathways; direct communications, information, personnel and budgets to meet student needs and assure smooth and efficient programs and services.

- Staff, convene and coordinate the major governing bodies of the TEC CCPT: the Steering Committee and the Work Group. These are comprised of representatives from three school districts, one community college and one ROP and numerous community and industry representatives.
- Assist in organizing and facilitating the work of pathway specific Faculty Action Teams/Instructional coaches.
- In coordination with LVJUSD Business Services, administer and oversee reports and contracts including but not limited to Product Vendors, Technical Assistance Providers, Workforce Intermediary Partners and Professional Development Providers funded with TEC CCPT grant funds.
- Facilitate and coordinate communication to and on behalf of the Collaboration with respect to websites, outreach, public relations and reporting.
- Develop relationships with local business and industry to identify skills and training needed in the identified career fields.
- Identify and coordinate professional development training; develop faculty externship opportunities to support career pathway development; ensure that high school teachers and counselors have appropriate information to guide student in obtaining education and training necessary for chosen careers.
- Participate in resource identification and joint fund development to sustain the work beyond the grant period; participate in preparation of other grant proposals; assist program partners in securing instructional and technology materials and equipment.
- Organize and manage the all data collection, upload, integration and reporting of student learning outcomes and other performance measures as specified.

## **MINIMUM QUALIFICATIONS:**

### Education

- Earned Bachelor's degree. All degrees must be from an accredited college or university.

### Experience

- Five years of workforce and/or career pathway experience.

### Minimum Requirement

- Possess an appropriate driver's license valid in the state of California for purpose of travelling to various schools and agencies.

### Knowledge and Abilities

- Demonstrated skills related to project based learning, California Model Curriculum Standards, CTE curriculum development, and integrated curriculum.
- Knowledge of articulation practices between secondary education, community college, and four-year institutions.
- Ability to organize and implement project objectives.

- Comfortable with facilitating the implementation of complex hardware and software systems with IT support staff at multiply district sites.
- Ability to compile, analyze and apply appropriate labor market statistics related to project activities.
- Ability gather, synthesize, and analyze presentations and reports.
- Ability to speak effectively to large and small groups.
- Ability to establish and maintain effective relationships with students, staff, local business and educational community, and the general public.
- Experience utilizing a variety of computer software.

**DESIRABLE QUALIFICATION:**

- Earned Master's degree.
- Grant coordination experience.

**NATURE OF ASSIGNMENT/COMPENSATION:**

This is a temporary, hourly professional position and is employment at will. The hourly rate is \$75 per hour, and the assignment is up to 25 hours per week for the CCPT grant funding cycle ending in the 2016-2017 school year. This position is classified as a "professional expert" pursuant to Education Code Section 88003 and is not an academic assignment.

Access to a personal vehicle is required as position requires travel to the TVROP Member District sites, Las Positas Community College and California Department of Education offices or designated sites for CPPT required meetings. Mileage will compensated per the Federal Mileage rate.



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
JOINT POWERS GOVERNING BOARD MEETING  
September 16, 2015

## **ACTION ITEM – 9.5**

### **AGENDA ITEM:**

9.5 – Approval of the 2015-2016 Certificated Salary Schedule A, Classified Salary Schedule and Classified Confidential Salary Schedules

### **RECOMMENDED ACTION:**

Approve as presented; the 2015-2016 Certificated Salary Schedule A, the 2015-2016 Classified Salary Schedule, and 2015-2016 Classified Salary Schedules.

### **BACKGROUND:**

At the June 17, 2015 Regular Board Meeting, the Superintendent presented to the Board a certificated instructor salary comparison of TVROP and Member Districts. The average annual salary was \$20k greater than a TVROP annual instructor's salary. The Board discussed that they would like to see a projected plan for bringing TVROP instructor salaries within range of Member District instructor salaries. The Board did approve the 2015-2016 TVROP Budget that accounted for a possible 5% increase in instructor and classified salaries. The Superintendent will be presenting, for approval, a retroactive 5% increase in Certificated Schedule A, Classified and Classified Confidential Salary schedules. The Superintendent will also present a projection plan for discussion that proposes increases in those same salary schedules through 2018 to ensure alignment with Member Districts.

### **FISCAL IMPACT:**

\$7,931 – The 5% increase was accounted for in the 2015-2016 TVROP Budget based on the 2015 – 2016 Certificated Salary Schedule A; however, the proposed modifications to the base structure impacted three teachers creating the fiscal increase.

### **SUPPORTING DOCUMENTS:**

- Proposed 2015 – 2016 Certificated Salary Schedule A
- Proposed 2015 – 2016 Classified Salary Schedule
- Proposed 2015 – 2016 Classified Confidential Salary Schedule
- Current Certificated Salary Schedule A
- TVROP Member District Certificated Salary Schedule Comparison
- Three Year Proposed Salary Schedule – Based on 180 Days

Moved by:

Seconded by:

Passed by:

**Tri-Valley Regional Occupational Program  
Certificated Salary Schedule A**

**2015-16 - Retroactive to July 1, 2015**

**Proposed - Draft**

based on 180 days

\*White Shadowing indicates a change/addition to base and Yellow indicates 5% increase

| Step | Column I Prelim Designation | Proposed Column 1 | Column II Clear Designation | Proposed Column II Designation | Column III BA + 45 | Proposed Column III BA + 45 | Column IV BA + 60 | Proposed Column IV BA +60 | Column V BA + 75 | Proposed Column V BA + 75 |
|------|-----------------------------|-------------------|-----------------------------|--------------------------------|--------------------|-----------------------------|-------------------|---------------------------|------------------|---------------------------|
| 1    | \$ 49,108                   | \$ 51,563         | \$ 50,653                   | \$ 53,186                      | \$ 52,198          | \$ 54,808                   | \$ 55,288         | \$ 58,052                 | \$ 58,378        | \$ 61,297                 |
| 2    | \$ 50,653                   | \$ 53,186         | \$ 52,198                   | \$ 54,808                      | \$ 53,743          | \$ 56,430                   | \$ 56,833         | \$ 59,675                 | \$ 59,923        | \$ 62,919                 |
| 3    | \$ 52,198                   | \$ 54,808         | \$ 53,743                   | \$ 56,430                      | \$ 55,288          | \$ 58,052                   | \$ 58,378         | \$ 61,297                 | \$ 61,467        | \$ 64,540                 |
| 4    | \$ 53,743                   | \$ 56,430         | \$ 55,288                   | \$ 58,052                      | \$ 56,833          | \$ 59,675                   | \$ 59,923         | \$ 62,919                 | \$ 63,012        | \$ 66,163                 |
| 5    | \$ 55,288                   | \$ 58,052         | \$ 56,833                   | \$ 59,675                      | \$ 58,378          | \$ 61,297                   | \$ 61,467         | \$ 64,540                 | \$ 64,557        | \$ 67,785                 |
| 6    | \$ 56,833                   | \$ 59,675         | \$ 58,378                   | \$ 61,297                      | \$ 59,923          | \$ 62,919                   | \$ 63,012         | \$ 66,163                 | \$ 66,102        | \$ 69,407                 |
| 7    | \$ 58,378                   | \$ 61,297         | \$ 59,923                   | \$ 62,919                      | \$ 61,467          | \$ 64,540                   | \$ 64,557         | \$ 67,785                 | \$ 67,647        | \$ 71,029                 |
| 8    |                             |                   | \$ 61,467                   | \$ 64,540                      | \$ 63,012          | \$ 66,163                   | \$ 66,102         | \$ 69,407                 | \$ 69,192        | \$ 72,652                 |
| 9    |                             |                   | \$ 61,467                   | \$ 64,540                      | \$ 64,557          | \$ 67,785                   | \$ 67,647         | \$ 71,029                 | \$ 70,737        | \$ 74,274                 |
| 10   |                             |                   | \$ 61,467                   | \$ 64,540                      | \$ 66,102          | \$ 69,407                   | \$ 69,192         | \$ 72,652                 | \$ 72,282        | \$ 75,896                 |
| 11   |                             |                   | \$ 61,467                   | \$ 64,540                      | \$ 67,647          | \$ 71,029                   | \$ 70,737         | \$ 74,274                 | \$ 73,827        | \$ 77,518                 |
| 12   |                             |                   | \$ 63,012                   | \$ 66,163                      | \$ 69,192          | \$ 72,652                   | \$ 72,282         | \$ 75,896                 | \$ 75,372        | \$ 79,141                 |
| 13   |                             |                   | \$ 63,012                   | \$ 66,163                      |                    |                             |                   |                           | \$ 76,917        | \$ 80,763                 |
| 14   |                             |                   | \$ 63,012                   | \$ 66,163                      |                    |                             |                   |                           | \$ 78,461        | \$ 82,384                 |
| 15   |                             |                   | \$ 63,012                   | \$ 66,163                      |                    |                             |                   |                           | \$ 80,006        | \$ 84,006                 |
| 16   |                             |                   | \$ 64,557                   | \$ 67,785                      |                    |                             |                   |                           | \$ 81,551        | \$ 85,629                 |

Extra Duty

Approved Staff Development Day(s) paid at per diem rate not to exceed two days.

Proposed Salary Increase 5%

Degree Stipend

|             |         |   |
|-------------|---------|---|
| Doctorate : | \$1,500 |   |
| Masters:    | \$1,350 |   |
| Bachelor:   | \$800   | (for designated subjects credentials Column 1 & II) |
| Associate:  | \$500   | (for designated subjects credentials Column I & II) |

Longevity

- Longevity will be granted to employees who have reached the following steps and columns.
- Longevity payments shall be calculated on the appropriate salary of the final step and column and cannot be calculated on any other compensation to the employee, with the exception of Extra Duty as indicated above.
- Payment will be divided into equal monthly payments of the fiscal year. **Proposed Change: Payments will be divided up by 11 months of the fiscal year.**

|  |    |
|--|----|
| Start of 4th Year on Step 16 of Column II or Column V  | 3% |
| Start of 8th Year on Step 16 of Column II or Column V  | 4% |
| Start of 12th Year on Step 16 of Column II or Column V | 5% |
| Start of 16th Year on Step 16 of Column II or Column V | 6% |

Placement

- Instructors are granted up to and including six years of credit for previous teaching experience in their field of instruction. **Proposed: Instructors may be granted up to 16 years of teaching experience credit w/CA cleared credential dependent upon starting Column level.**
- Step 1 includes 5 years of industry experience. **Proposed: Instructors may be granted up to 6 years of industry experience with a Preliminary CTE credential**
- All course work must be pre-approved by the *Superintendent or designee* and earned during the prior year for column advancement. units of credit must be directly related to instructional area and may be upper division, graduate credit or continuing education (16 hours of continuing education = 1 unit of credit). Deadline for submission is October 15 for the coming year.

Variable Hourly Rate : \$29.82 (Evening and weekend program instruction and non-student contact services.)

All monies for IRS flex 125 benefit packages are included in the base salary; TVROP does not provide separate allocation for medical insurance benefits.

**Tri-Valley Regional Occupational Program**  
**Proposed Draft - Classified Salary Schedule**  
**Retroactive to 7-1-15**

*Hourly Rates*

| Position                           | Days | 1        | Proposed 1 | 2        | Proposed 2 | 3        | Proposed 3 | 4        | Proposed 4 | 5        | Proposed 5 |
|------------------------------------|------|----------|------------|----------|------------|----------|------------|----------|------------|----------|------------|
| ROCP Senior Support Specialist     | 240  | \$ 26.84 | \$ 28.19   | \$ 27.83 | \$ 29.23   | \$ 28.87 | \$ 30.32   | \$ 29.96 | \$ 31.46   | \$ 31.11 | \$ 32.67   |
| ROCP Support Specialist            | 240  | \$ 23.20 | \$ 24.36   | \$ 24.19 | \$ 25.40   | \$ 25.23 | \$ 26.49   | \$ 26.32 | \$ 27.63   | \$ 27.47 | \$ 28.84   |
| ROCP College and Career Specialist | 206  | \$ 25.66 | \$ 26.94   | \$ 26.43 | \$ 27.75   | \$ 27.25 | \$ 28.61   | \$ 28.12 | \$ 29.53   | \$ 29.01 | \$ 30.46   |
| ROCP Secretary 1 / Attendance      | 260  | \$ 18.43 | \$ 19.35   | \$ 19.20 | \$ 20.16   | \$ 20.01 | \$ 21.01   | \$ 20.87 | \$ 21.91   | \$ 21.75 | \$ 22.84   |

*Overtime Rates*

| Position                           | Days | 1        | Proposed 1 | 2        | Proposed 2 | 3        | Proposed 3 | 4        | Proposed 4 | 5        | Proposed 5 |
|------------------------------------|------|----------|------------|----------|------------|----------|------------|----------|------------|----------|------------|
| ROCP Senior Support Specialist     | 240  | \$ 40.27 | \$ 42.28   | \$ 41.75 | \$ 43.84   | \$ 43.31 | \$ 45.48   | \$ 44.95 | \$ 47.19   | \$ 46.67 | \$ 49.00   |
| ROCP Support Specialist            | 240  | \$ 34.80 | \$ 36.54   | \$ 36.28 | \$ 38.10   | \$ 37.84 | \$ 39.73   | \$ 39.48 | \$ 41.45   | \$ 41.20 | \$ 43.26   |
| ROCP College and Career Specialist | 206  | \$ 38.49 | \$ 40.42   | \$ 39.65 | \$ 41.63   | \$ 40.88 | \$ 42.92   | \$ 42.18 | \$ 44.29   | \$ 43.52 | \$ 45.69   |
| ROCP Secretary 1 / Attendance      | 260  | \$ 27.65 | \$ 29.03   | \$ 28.80 | \$ 30.24   | \$ 30.02 | \$ 31.52   | \$ 31.31 | \$ 32.87   | \$ 32.63 | \$ 34.26   |

*Annual Rates - Based on 1.0 FTE*

| Position                           | Days | 1            | Proposed 1   | 2            | Proposed 2   | 3            | Proposed 3   | 4            | Proposed 4   | 5            | Proposed 5   |
|------------------------------------|------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| ROCP Senior Support Specialist     | 240  | \$ 51,540.80 | \$ 54,117.84 | \$ 53,441.60 | \$ 56,113.68 | \$ 55,438.40 | \$ 58,210.32 | \$ 57,531.20 | \$ 60,407.76 | \$ 59,739.20 | \$ 62,726.16 |
| ROCP Support Specialist            | 240  | \$ 44,540.80 | \$ 46,767.84 | \$ 46,441.60 | \$ 48,763.68 | \$ 48,438.40 | \$ 50,860.32 | \$ 50,531.20 | \$ 53,057.76 | \$ 52,739.20 | \$ 55,376.16 |
| ROCP College and Career Specialist | 206  | \$ 42,288.64 | \$ 44,403.07 | \$ 43,557.60 | \$ 45,735.48 | \$ 44,908.96 | \$ 47,154.41 | \$ 46,342.72 | \$ 48,659.86 | \$ 47,809.44 | \$ 50,199.91 |
| ROCP Secretary 1 / Attendance      | 260  | \$ 38,334.40 | \$ 40,251.12 | \$ 39,936.00 | \$ 41,932.80 | \$ 41,620.80 | \$ 43,701.84 | \$ 43,409.60 | \$ 45,580.08 | \$ 45,240.00 | \$ 47,502.00 |

|   |                          |
|---|--------------------------|
| Longevity payments for continuous satisfactory employment are as follows: |                          |
| 3% on start of 6th year   | 6% on start of 21st year |
| 4% on start of 11th year  | 7% on start of 22nd year |
| 5% on start of 16th year  | 8% on start of 23rd year |
| <b>Degree Stipend</b>   |                          |
| Master stipend:   | \$ 1,350                 |
| Bachelor stipend:   | \$ 800                   |
| Associate stipend:  | \$ 500                   |

Cost of Living Increase 5%

**Tri-Valley Regional Occupational Program**  
**Proposed - Draft Classified Confidential Salary Schedule**  
**2015 - 2016**  
**Retroactive 7/1/15**

| Position                                 | Work Year* | 1        | Proposed 1 | 2        | Proposed 2 | 3        | Proposed 3 | 4        | Proposed 4 | 5        | Proposed 5 | 6        | Proposed 6 | 7        | Proposed 7 |
|--|------------|----------|------------|----------|------------|----------|------------|----------|------------|----------|------------|----------|------------|----------|------------|
| Assistant to the Superintendent - 12 mo. | 260        | \$64,448 | \$67,670   | \$66,188 | \$69,497   | \$67,980 | \$71,379   | \$69,826 | \$73,317   | \$71,728 | \$75,314   | \$73,686 | \$77,370   | \$75,703 | \$79,488   |
| per-diem                                 |            | \$247.88 | \$260.27   | \$254.57 | \$267.30   | \$261.46 | \$274.54   | \$268.56 | \$281.99   | \$275.88 | \$289.67   | \$283.41 | \$297.58   | \$291.17 | \$305.72   |
| Assistant to the Superintendent - 11 mo  | 240        | \$59,986 | \$62,986   | \$61,593 | \$64,672   | \$63,247 | \$66,409   | \$64,951 | \$68,198   | \$66,706 | \$70,041   | \$68,514 | \$71,939   | \$70,376 | \$73,895   |
| per-diem                                 |            | \$249.94 | \$262.44   | \$256.64 | \$269.47   | \$263.53 | \$276.71   | \$270.63 | \$284.16   | \$277.94 | \$291.84   | \$285.47 | \$299.75   | \$293.23 | \$307.89   |

\*Includes holidays

5% Cost of Living Increase

|   |          |
|---|----------|
| <u>Degree Stipend</u>   |          |
| Masters stipend:  | \$ 1,350 |
| Bachelor stipend:   | \$ 800   |
| Associate Stipend:  | \$ 500   |
| <u>Longevity</u>  |          |
| Payment will be divided into equal monthly payments of the fiscal year. |          |
| • Start of 4th year on Column 7   | 3%       |
| • Start of 8th year on Column 7   | 4%       |
| • Start of 12th year on Column 7  | 5%       |
| • Start of 16th year on Column 7  | 6%       |

**Tri-Valley Regional Occupational Program  
Certificated Salary Schedule A**

**2015-16**

based on 180 days

| Step | Column I<br>Prelim Designation | Column II<br>Clear Designation | Column III<br>BA + 45 | Column IV<br>BA + 60 | Column V<br>BA + 75 |
|------|--------------------------------|--------------------------------|-----------------------|----------------------|---------------------|
| 1    | \$ 49,108                      | \$ 50,653                      | \$ 52,198             |                      |                     |
| 2    | \$ 50,653                      | \$ 52,198                      | \$ 53,743             |                      |                     |
| 3    | \$ 52,198                      | \$ 53,743                      | \$ 55,288             | \$ 56,833            |                     |
| 4    | \$ 53,743                      | \$ 55,288                      | \$ 56,833             | \$ 58,378            | \$ 59,923           |
| 5    | \$ 55,288                      | \$ 56,833                      | \$ 58,378             | \$ 59,923            | \$ 61,467           |
| 6    | \$ 56,833                      | \$ 58,378                      | \$ 59,923             | \$ 61,467            | \$ 63,012           |
| 7    | \$ 58,378                      | \$ 59,923                      | \$ 61,467             | \$ 63,012            | \$ 64,557           |
| 8    |                                | \$ 61,467                      | \$ 61,467             | \$ 64,557            | \$ 66,102           |
| 9    |                                | \$ 61,467                      | \$ 61,467             | \$ 66,102            | \$ 67,647           |
| 10   |                                | \$ 61,467                      | \$ 61,467             | \$ 67,647            | \$ 69,192           |
| 11   |                                | \$ 61,467                      | \$ 63,012             | \$ 69,192            | \$ 70,737           |
| 12   |                                | \$ 63,012                      | \$ 63,012             | \$ 70,737            | \$ 72,282           |
| 13   |                                | \$ 63,012                      |                       |                      | \$ 73,827           |
| 14   |                                | \$ 63,012                      |                       |                      | \$ 75,372           |
| 15   |                                | \$ 63,012                      |                       |                      | \$ 76,917           |
| 16   |                                | \$ 64,557                      |                       |                      | \$ 78,461           |

**Extra Duty**

Approved Staff Development Day(s) paid at per diem rate not to exceed two days.

**Degree Stipend**

|             |   |
|-------------|---|
| Doctorate : | \$1,500   |
| Masters:    | \$1,350   |
| Bachelor:   | \$800 (for designated subjects credentials Column II) |
| Associate:  | \$500 (for designated subjects credentials Column II) |

**Longevity**

- Longevity will be granted to employees who have reached the following steps and columns.
- Longevity payments shall be calculated on the appropriate salary of the final step and column and cannot be calculated on any other compensation to the employee, with the exception of Extra Duty as indicated above.
- Payment will be divided into equal monthly payments of the fiscal year.

|  |    |
|--|----|
| 3 years on Step 16 of Column II or Column V  | 3% |
| 7 years on Step 16 of Column II or Column V  | 4% |
| 11 years on Step 16 of Column II or Column V | 5% |
| 15 years on Step 16 of Column II or Column V | 6% |

**Placement**

- Instructors are granted up to and including six years of credit for previous teaching experience in their field of instruction.
- Step 1 includes 5 years of industry experience.
- All course work must be pre-approved by the *Superintendent or designee* and earned during the prior year for column advancement. units of credit must be directly related to instructional area and may be upper division, graduate credit or continuing education (16 hours of continuing education = 1 unit of credit). Deadline for submission is October 15 for the coming year.

Variable Hourly Rate : \$29.82

(Evening and weekend program instruction and non-student contact services.)

All monies for IRS flex 125 benefit packages are included in the base salary; TVROP does not provide separate allocation for medical insurance benefits.

**TVROP Member Districts' Certificated Salary Comparison  
As of 7/1/14**

|            | Preliminary     | Preliminary District Difference* | Clear           | Clear District Difference* | BA + 45         | BA + 45 District Difference* | BA + 60         | BA + 60 District Difference* | BA + 75         | BA + 75 District Difference* |
|------------|-----------------|----------------------------------|-----------------|----------------------------|-----------------|------------------------------|-----------------|------------------------------|-----------------|------------------------------|
| Dublin     | 58,490 - 60,034 | \$ 1,656                         | 60,816 - 79,301 | \$ 14,744                  | 60,817 - 85,405 | \$ 22,393                    | 67,761 - 89,370 | \$ 18,633                    | 73,082 - 93,338 | \$ 14,877                    |
| Livermore* | 48,644 - 73,349 | \$ 14,971                        | 53,591 - 78,295 | \$ 13,738                  | 56,047 - 83,244 | \$ 20,232                    | 58,535 - 85,716 | \$ 14,979                    | 60,995 - 89,999 | \$ 11,538                    |
| Pleasanton | 57,327 - 64,977 | \$ 6,599                         | 57,819 - 78,187 | \$ 13,630                  | 60,232 - 83,987 | \$ 20,975                    | 63,234 - 88,725 | \$ 17,988                    | 65,953 - 95,593 | \$ 17,132                    |
| TVROP      | 49,108 - 58,378 |                                  | 50,653 - 64,557 |                            | 52,198 - 63,012 |                              | 56,833 - 70,737 |                              | 59,923 - 78,461 |                              |

|                                       |          |                                 |           |                                   |           |                                   |           |                                   |           |
|---------------------------------------|----------|---------------------------------|-----------|-----------------------------------|-----------|-----------------------------------|-----------|-----------------------------------|-----------|
| <b>Preliminary Average Difference</b> | \$ 7,742 | <b>Clear Average Difference</b> | \$ 14,037 | <b>BA + 45 Average Difference</b> | \$ 21,200 | <b>BA + 60 Average Difference</b> | \$ 17,200 | <b>BA + 75 Average Difference</b> | \$ 14,516 |
|---------------------------------------|----------|---------------------------------|-----------|-----------------------------------|-----------|-----------------------------------|-----------|-----------------------------------|-----------|

\*Livermore with added \$10,500 to each salary for benefits

\*\*The Difference is taking the highest ending salary minus TVROP highest ending salary in each column up to the 16th year.

*Not all salary schedules have the same categories until BA + 45. Some have BA + 15 units or BA + 30 or it is listed as preliminary or intern credential.*

| Possible Salary Comparison if 2015-2016 Certificated Salary Schedule Approved as Presented |                                       |                                  |                                 |                            |                                   |                              |                                   |                              |                                   |                              |
|--|---------------------------------------|----------------------------------|---------------------------------|----------------------------|-----------------------------------|------------------------------|-----------------------------------|------------------------------|-----------------------------------|------------------------------|
|  | Preliminary                           | Preliminary District Difference* | Clear                           | Clear District Difference* | BA + 45                           | BA + 45 District Difference* | BA + 60                           | BA + 60 District Difference* | BA + 75                           | BA + 75 District Difference* |
| Dublin   | 58,490 - 60,034                       | \$ (1,263)                       | 60,816 - 79,301                 | \$ 11,516                  | 60,817 - 85,405                   | \$ 12,753                    | 67,761 - 89,370                   | \$ 13,474                    | 73,082 - 93,338                   | \$ 7,709                     |
| Livermore*   | 48,644 - 73,349                       | \$ 12,052                        | 53,591 - 78,295                 | \$ 10,510                  | 56,047 - 83,244                   | \$ 10,592                    | 58,535 - 85,716                   | \$ 9,820                     | 60,995 - 89,999                   | \$ 4,370                     |
| Pleasanton   | 57,327 - 64,977                       | \$ 3,680                         | 57,819 - 78,187                 | \$ 10,402                  | 60,232 - 83,987                   | \$ 11,335                    | 63,234 - 88,725                   | \$ 12,829                    | 65,953 - 95,593                   | \$ 9,964                     |
| TVROP  | 51,562 - 61,297                       |                                  | 53,186 - 67,785                 |                            | 54,808 - 72,652                   |                              | 58,052 - 75,896                   |                              | 61,297 - 85,629                   |                              |
| <b>Proposed 2015-2016 Schedule</b>   | <b>Preliminary Average Difference</b> | \$ 4,823                         | <b>Clear Average Difference</b> | \$ 10,809                  | <b>BA + 45 Average Difference</b> | \$ 11,560                    | <b>BA + 60 Average Difference</b> | \$ 12,041                    | <b>BA + 75 Average Difference</b> | \$ 7,348                     |



| 2016-2017 Possible Salary Comparison if 3 Year Proposal for 2016-2018 Certificated Salary Schedule is Approved |                                       |                                  |                                 |                            |                                   |                              |                                   |                              |                                   |                              |
|--|---------------------------------------|----------------------------------|---------------------------------|----------------------------|-----------------------------------|------------------------------|-----------------------------------|------------------------------|-----------------------------------|------------------------------|
|  | Preliminary                           | Preliminary District Difference* | Clear                           | Clear District Difference* | BA + 45                           | BA + 45 District Difference* | BA + 60                           | BA + 60 District Difference* | BA + 75                           | BA + 75 District Difference* |
| Dublin   | 58,490 - 60,034                       | \$ (3,102)                       | 60,816 - 79,301                 | \$ 9,483                   | 60,817 - 85,405                   | \$ 10,574                    | 67,761 - 89,370                   | \$ 11,197                    | 73,082 - 93,338                   | \$ 5,141                     |
| Livermore*   | 48,644 - 73,349                       | \$ 10,213                        | 53,591 - 78,295                 | \$ 8,477                   | 56,047 - 83,244                   | \$ 8,413                     | 58,535 - 85,716                   | \$ 7,543                     | 60,995 - 89,999                   | \$ 1,802                     |
| Pleasanton   | 57,327 - 64,977                       | \$ 1,841                         | 57,819 - 78,187                 | \$ 8,369                   | 60,232 - 83,987                   | \$ 9,156                     | 63,234 - 88,725                   | \$ 10,552                    | 65,953 - 95,593                   | \$ 7,396                     |
| TVROP  | 53,110 - 63,136                       |                                  | 54,781 - 69,818                 |                            | 56,452 - 74,831                   |                              | 59,794 - 78,173                   |                              | 63,136 - 88,197                   |                              |
| <b>Proposed 2016-2017 Schedule</b>   | <b>Preliminary Average Difference</b> | <b>\$ 2,984</b>                  | <b>Clear Average Difference</b> | <b>\$ 8,776</b>            | <b>BA + 45 Average Difference</b> | <b>\$ 9,381</b>              | <b>BA + 60 Average Difference</b> | <b>\$ 9,764</b>              | <b>BA + 75 Average Difference</b> | <b>\$ 4,780</b>              |

| 2017-2018 Possible Salary Comparison if 3 Year Proposal for 2016-2018 Certificated Salary Schedule is Approved |                                       |                                  |                                 |                            |                                   |                              |                                   |                              |                                   |                              |
|--|---------------------------------------|----------------------------------|---------------------------------|----------------------------|-----------------------------------|------------------------------|-----------------------------------|------------------------------|-----------------------------------|------------------------------|
|  | Preliminary                           | Preliminary District Difference* | Clear                           | Clear District Difference* | BA + 45                           | BA + 45 District Difference* | BA + 60                           | BA + 60 District Difference* | BA + 75                           | BA + 75 District Difference* |
| Dublin   | 58,490 - 60,034                       | \$ (4,996)                       | 60,816 - 79,301                 | \$ 7,388                   | 60,817 - 85,405                   | \$ 8,329                     | 67,761 - 89,370                   | \$ 8,852                     | 73,082 - 93,338                   | \$ 2,495                     |
| Livermore*   | 48,644 - 73,349                       | \$ 8,319                         | 53,591 - 78,295                 | \$ 6,382                   | 56,047 - 83,244                   | \$ 6,168                     | 58,535 - 85,716                   | \$ 5,198                     | 60,995 - 89,999                   | \$ (844)                     |
| Pleasanton   | 57,327 - 64,977                       | \$ (53)                          | 57,819 - 78,187                 | \$ 6,274                   | 60,232 - 83,987                   | \$ 6,911                     | 63,234 - 88,725                   | \$ 8,207                     | 65,953 - 95,593                   | \$ 4,750                     |
| TVROP  | 54,703 - 65,030                       |                                  | 56,425 - 71,913                 |                            | 58,146 - 77,076                   |                              | 61,588 - 80,518                   |                              | 65,030 - 90,843                   |                              |
| <b>Proposed 2017-2018 Schedule</b>   | <b>Preliminary Average Difference</b> | <b>\$ 1,090</b>                  | <b>Clear Average Difference</b> | <b>\$ 6,681</b>            | <b>BA + 45 Average Difference</b> | <b>\$ 7,136</b>              | <b>BA + 60 Average Difference</b> | <b>\$ 7,419</b>              | <b>BA + 75 Average Difference</b> | <b>\$ 2,134</b>              |

- If 2015-2016 Salary Schedule A is approved TVROP will be 26% on average below our Member Distrists
- If 2016-2017 Salary Schedule A is approved TVROP will be 14% on average below our Member Distrists
- If 2017-2018 Salary Schedule A is approved TVROP will be 7% on average below our Member Distrists

**Tri-Valley Regional Occupational Program**  
**Certificated Salary Schedule A**  
**Three Year Proposed Salary Schedule - Based on 180 Days**  
**Proposed - Draft**

| Step | Proposed Column I<br>2015-2016 | Proposed Column I<br>2016-2017 | Proposed Column I<br>2017-2018 | Proposed Column II<br>2015-2016 | Proposed Column II<br>2016-2017 | Proposed Column II<br>2017-2018 | Proposed Column III<br>BA +45<br>Designation<br>2015-2016 | Proposed Column III<br>BA +45<br>Designation<br>2016-2017 | Proposed Column III<br>BA +45<br>Designation<br>2017-2018 | Proposed Column IV<br>BA +60<br>2015-2016 | Proposed Column IV<br>BA +60<br>2016-2017 | Proposed Column IV<br>BA +60<br>2017-2018 | Proposed Column V<br>BA +75<br>2015-2016 | Proposed Column V<br>BA +75<br>2015-2016 | Proposed Column V<br>BA +75<br>2015-2016 |
|------|--------------------------------|--------------------------------|--------------------------------|---------------------------------|---------------------------------|---------------------------------|---|---|---|---|---|---|--|--|--|
| 1    | \$ 51,563                      | \$ 53,110                      | \$ 54,703                      | \$ 53,186                       | \$ 54,781                       | \$ 56,425                       | \$ 54,808   | \$ 56,452   | \$ 58,146   | \$ 58,052                                 | \$ 59,794                                 | \$ 61,588                                 | \$ 61,297                                | \$ 63,136                                | \$ 65,030                                |
| 2    | \$ 53,186                      | \$ 54,781                      | \$ 56,425                      | \$ 54,808                       | \$ 56,452                       | \$ 58,146                       | \$ 56,430   | \$ 58,123   | \$ 59,867   | \$ 59,675                                 | \$ 61,465                                 | \$ 63,309                                 | \$ 62,919                                | \$ 64,807                                | \$ 66,751                                |
| 3    | \$ 54,808                      | \$ 56,452                      | \$ 58,146                      | \$ 56,430                       | \$ 58,123                       | \$ 59,867                       | \$ 58,052   | \$ 59,794   | \$ 61,588   | \$ 61,297                                 | \$ 63,136                                 | \$ 65,030                                 | \$ 64,540                                | \$ 66,477                                | \$ 68,471                                |
| 4    | \$ 56,430                      | \$ 58,123                      | \$ 59,867                      | \$ 58,052                       | \$ 59,794                       | \$ 61,588                       | \$ 59,675   | \$ 61,465   | \$ 63,309   | \$ 62,919                                 | \$ 64,807                                 | \$ 66,751                                 | \$ 66,163                                | \$ 68,147                                | \$ 70,192                                |
| 5    | \$ 58,052                      | \$ 59,794                      | \$ 61,588                      | \$ 59,675                       | \$ 61,465                       | \$ 63,309                       | \$ 61,297   | \$ 63,136   | \$ 65,030   | \$ 64,540                                 | \$ 66,477                                 | \$ 68,471                                 | \$ 67,785                                | \$ 69,818                                | \$ 71,913                                |
| 6    | \$ 59,675                      | \$ 61,465                      | \$ 63,309                      | \$ 61,297                       | \$ 63,136                       | \$ 65,030                       | \$ 62,919   | \$ 64,807   | \$ 66,751   | \$ 66,163                                 | \$ 68,147                                 | \$ 70,192                                 | \$ 69,407                                | \$ 71,489                                | \$ 73,634                                |
| 7    | \$ 61,297                      | \$ 63,136                      | \$ 65,030                      | \$ 62,919                       | \$ 64,807                       | \$ 66,751                       | \$ 64,540   | \$ 66,477   | \$ 68,471   | \$ 67,785                                 | \$ 69,818                                 | \$ 71,913                                 | \$ 71,029                                | \$ 73,160                                | \$ 75,355                                |
| 8    |                                |                                |                                | \$ 64,540                       | \$ 66,477                       | \$ 68,471                       | \$ 66,163   | \$ 68,147   | \$ 70,192   | \$ 69,407                                 | \$ 71,489                                 | \$ 73,634                                 | \$ 72,652                                | \$ 74,831                                | \$ 77,076                                |
| 9    |                                |                                |                                | \$ 64,540                       | \$ 66,477                       | \$ 68,471                       | \$ 67,785   | \$ 69,818   | \$ 71,913   | \$ 71,029                                 | \$ 73,160                                 | \$ 75,355                                 | \$ 74,274                                | \$ 76,502                                | \$ 78,797                                |
| 10   |                                |                                |                                | \$ 64,540                       | \$ 66,477                       | \$ 68,471                       | \$ 69,407   | \$ 71,489   | \$ 73,634   | \$ 72,652                                 | \$ 74,831                                 | \$ 77,076                                 | \$ 75,896                                | \$ 78,173                                | \$ 80,518                                |
| 11   |                                |                                |                                | \$ 64,540                       | \$ 66,477                       | \$ 68,471                       | \$ 71,029   | \$ 73,160   | \$ 75,355   | \$ 74,274                                 | \$ 76,502                                 | \$ 78,797                                 | \$ 77,518                                | \$ 79,844                                | \$ 82,239                                |
| 12   |                                |                                |                                | \$ 66,163                       | \$ 68,147                       | \$ 70,192                       | \$ 72,652   | \$ 74,831   | \$ 77,076   | \$ 75,896                                 | \$ 78,173                                 | \$ 80,518                                 | \$ 79,141                                | \$ 81,515                                | \$ 83,960                                |
| 13   |                                |                                |                                | \$ 66,163                       | \$ 68,147                       | \$ 70,192                       |   |   |   |   |   |   | \$ 80,763                                | \$ 83,186                                | \$ 85,681                                |
| 14   |                                |                                |                                | \$ 66,163                       | \$ 68,147                       | \$ 70,192                       |   |   |   |   |   |   | \$ 82,384                                | \$ 84,856                                | \$ 87,401                                |
| 15   |                                |                                |                                | \$ 66,163                       | \$ 68,147                       | \$ 70,192                       |   |   |   |   |   |   | \$ 84,006                                | \$ 86,526                                | \$ 89,122                                |
| 16   |                                |                                |                                | \$ 67,785                       | \$ 69,818                       | \$ 71,913                       |   |   |   |   |   |   | \$ 85,629                                | \$ 88,197                                | \$ 90,843                                |

3% Increase from proposed 2015-2016

3% Increase from proposed 2016-2017

Degree Stipend

|             |         |   |
|-------------|---------|---|
| Doctorate : | \$1,500 |   |
| Masters:    | \$1,350 |   |
| Bachelor:   | \$800   | (for designated subjects credentials Column I & II) |
| Associate:  | \$500   | (for designated subjects credentials Column I & II) |

**Tri-Valley Regional Occupational Program  
 Certificated Salary Schedule A  
 Three Year Proposed Salary Schedule - Based on 180 Days  
 Proposed - Draft**

Longevity

- 1) Longevity will be granted to employees who have reached the following steps and columns.
- 2) Longevity payments shall be calculated on the appropriate salary of the final step and column and cannot be calculated on any other compensation to the employee, with the exception of Extra Duty as indicated above.
- 3) Payment will be divided into equal monthly payments of the fiscal year. **Proposed Change: Payments will be divided up by 11 months of the fiscal year.**

|   |    |
|---|----|
| <b>Start of 4th Year</b> on Step 16 of Column II or Column V  | 3% |
| <b>Start of 8th Year</b> on Step 16 of Column II or Column V  | 4% |
| <b>Start of 12th Year</b> on Step 16 of Column II or Column V | 5% |
| <b>Start of 16th Year</b> on Step 16 of Column II or Column V | 6% |

Placement

- 1) Instructors are granted up to and including six years of credit for previous teaching experience in their field of instruction.  
**Proposed: Instructors may be granted up to 16 years of teaching experience credit w/CA cleared credential dependent upon starting Column level.**
- 2) Step 1 includes 5 years of industry experience.  
**Proposed: Instructors may be granted up to 6 years of industry experience with a Preliminary CTE credential**
- 3) All course work must be pre-approved by the *Superintendent or designee* and earned during the prior year for column advancement. units of credit must be directly related to instructional area and may be upper division, graduate credit or continuing education (16 hours of continuing education = 1 unit of credit). Deadline for submission is October 15 for the coming year.

Variable Hourly Rate : \$29.82 (Evening and weekend program instruction and non-student contact services.)

All monies for IRS flex 125 benefit packages are included in the base salary; TVROP does not provide separate allocation for medical insurance benefits.



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
JOINT POWERS GOVERNING BOARD MEETING  
September 16, 2015

**ACTION ITEM - 9.6**

**AGENDA ITEM:**

9.6 - Approval of the 2014-2015 Unaudited Actuals

**RECOMMENDED ACTION:**

Approve as presented; the 2014 -2015 Unaudited Actuals

**BACKGROUND:**

The 2014 - 2015 Unaudited Actuals are being submitted to the Board for review and approval. The Unaudited Actuals show the revenue and expenditures for the prior fiscal year and are submitted to the Alameda County Office of Education and then on to the California Department of Education for inspection and approval.

**FISCAL IMPACT:**

*None*

**SUPPORTING DOCUMENTS:**

- Tri-Valley Regional Occupational Program 2014 - 2015 Unaudited Actuals

Moved by:

Seconded by:

Passed by:

# TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM

2014-2015

## Unaudited Actuals

The 2014-2015 unaudited actual are submitted to the Board of Education as required by the State of California. These reports show all revenues, expenditures, and fund balances for the Tri-Valley ROP for the fiscal year ending June 30, 2015. The financial statements will be reviewed by an independent audit firm which will provide an Independent Audit Report by December 15, 2015.

### Revenue

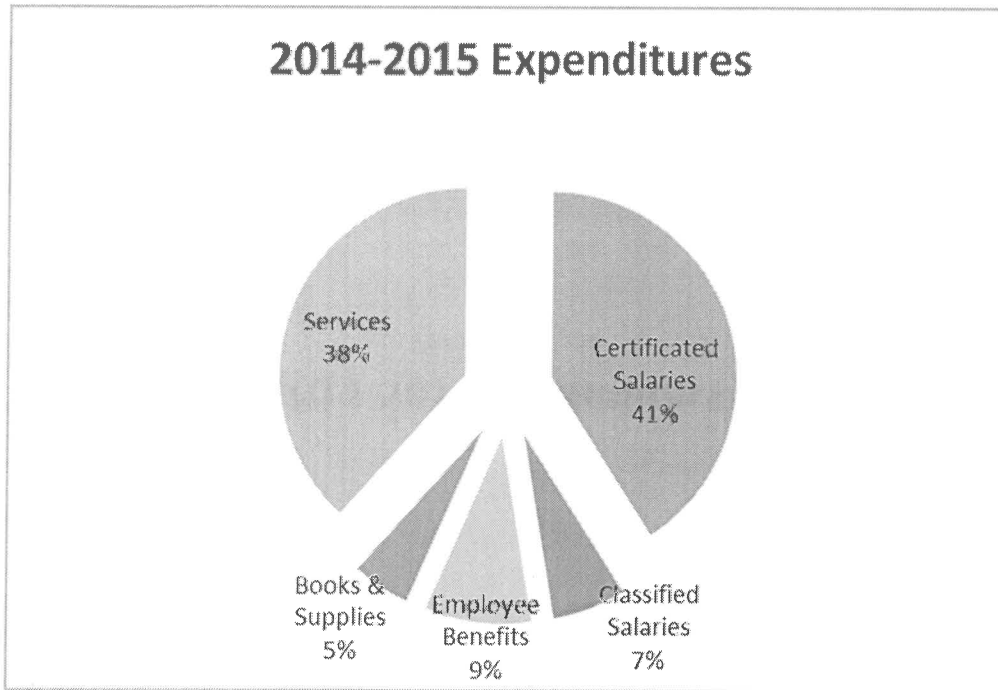
|                      | 2014-2015 Estimated Actuals | 2014-2015 Unaudited Actuals | Change           |
|----------------------|-----------------------------|-----------------------------|------------------|
| Federal              | \$176,948                   | \$176,948                   | \$ -             |
| State                | \$ -                        | \$136,995                   | \$136,995        |
| Local                | \$4,446,395                 | \$4,498,776                 | \$52,381         |
| <b>Total Revenue</b> | <b>\$4,623,343</b>          | <b>\$4,812,719</b>          | <b>\$189,376</b> |

Federal Revenue is generated by two grants for the Santa Rita Jail, Workforce Investment Act and Carl Perkins. Revenue came in at budget and all funds were expended.

State Revenue resulted from a new GASB requirement. The state provides "on-behalf" pension contributions for CalSTRS. Districts are now required to post this contribution as State Revenue and also show it as a STRS expense. The net effect to the ROP books is zero.

Local Revenue includes apportionments from member districts, site bill-backs for program salaries, funds received from Pleasanton for the Adults in Corrections program, and miscellaneous donations. Actual revenue was slightly higher than expected due to increased revenue from the Santa Rita Jail Adults in Corrections program; however, this increase is off-set by higher expenditures.

## Expenditures



| Category                                | 2014-2015<br>Estimated<br>Expenditures | 2014-2015 Actual<br>Expenditures | Change             |
|---|--|----------------------------------|--------------------|
| Certificated Salaries                   | \$2,510,363                            | \$2,295,920                      | \$(214,443)        |
| Classified Salaries                     | \$366,879                              | \$363,110                        | \$(3,769)          |
| Employee Benefits                       | \$389,703                              | \$525,336                        | \$135,633          |
| Books & Supplies                        | \$486,035                              | \$284,631                        | \$(201,404)        |
| Services & Other Operation Expenditures | \$2,389,909                            | \$2,154,160                      | \$(235,749)        |
| <b>Total</b>                            | <b>\$6,142,889</b>                     | <b>\$5,623,157</b>               | <b>\$(519,732)</b> |

Total expenditures were 8.5% less than budgeted.

## Ending Fund Balance

Tri-Valley ROP ended the 2014-2015 fiscal year with an ending fund balance of \$1,923,494 of which \$20,000 is designated for the revolving cash and \$275,108 will be set aside as a 5% reserve for economic uncertainty.

Tri-Valley ROP will be able to meet its projected obligations for the 2015-2016 school year.

UNAUDITED ACTUAL FINANCIAL REPORT:

To the County Superintendent of Schools:

2014-15 UNAUDITED ACTUAL FINANCIAL REPORT. This report was prepared in accordance with Education Code Section 41010 and is hereby approved and filed by the governing board of the JPA pursuant to Education Code sections 41023 and 42100.

Signed \_\_\_\_\_  
Clerk/Secretary of the JPA Governing Board  
(Original signature required)

Date of Meeting: Sep 16, 2015

To the Superintendent of Public Instruction:

2014-15 UNAUDITED ACTUAL FINANCIAL REPORT. This report has been verified for accuracy by the County Superintendent of Schools pursuant to Education Code sections 41023 and 42100.

Signed \_\_\_\_\_  
County Superintendent/Designee  
(Original signature required)

Date: \_\_\_\_\_

For additional information on the unaudited actual reports, please contact:

For County Office of Education:

For JPA:

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REQUEST FOR AN APPROVED INDIRECT COST RATE:

JPAs do not receive an approved indirect cost rate unless specifically requested.

( N ) Do you want an approved indirect cost rate for use with 2016-17 programs? (Yes/No)



G = General Ledger Data; S = Supplemental Data

| Form  | Description   | Data Supplied For:              |                   |
|-------|---|---------------------------------|-------------------|
|       |   | 2014-15<br>Unaudited<br>Actuals | 2015-16<br>Budget |
| 01    | General Fund/County School Service Fund                       | GS                              | GS                |
| 10    | Special Education Pass-Through Fund                           |                                 |                   |
| 11    | Adult Education Fund  |                                 |                   |
| 12    | Child Development Fund  |                                 |                   |
| 13    | Cafeteria Special Revenue Fund                                |                                 |                   |
| 14    | Deferred Maintenance Fund                                     |                                 |                   |
| 15    | Pupil Transportation Equipment Fund                           |                                 |                   |
| 17    | Special Reserve Fund for Other Than Capital Outlay Projects   |                                 |                   |
| 18    | School Bus Emissions Reduction Fund                           |                                 |                   |
| 20    | Special Reserve Fund for Postemployment Benefits              |                                 |                   |
| 21    | Building Fund   |                                 |                   |
| 35    | County School Facilities Fund                                 |                                 |                   |
| 40    | Special Reserve Fund for Capital Outlay Projects              |                                 |                   |
| 61    | Cafeteria Enterprise Fund                                     |                                 |                   |
| 67    | Self-Insurance Fund   |                                 |                   |
| 71    | Retiree Benefit Fund  |                                 |                   |
| 95    | Student Body Fund   |                                 |                   |
| 95A   | Changes in Assets and Liabilities (Student Body)              |                                 |                   |
| ASSET | Schedule of Capital Assets                                    | S                               |                   |
| CA    | Unaudited Actuals Certification                               | S                               |                   |
| CAT   | Schedule for Categoricals                                     | S                               |                   |
| CHG   | Change Order Form   |                                 |                   |
| DEBT  | Schedule of Long-Term Liabilities                             | S                               |                   |
| ICR   | Indirect Cost Rate Worksheet                                  | GS                              |                   |
| PCRAF | Program Cost Report Schedule of Allocation Factors            | GS                              |                   |
| PCR   | Program Cost Report   | GS                              |                   |
| SEA   | Special Education Revenue Allocations                         |                                 |                   |
| SEAS  | Special Education Revenue Allocations Setup (SELPA Selection) |                                 |                   |
| SIAA  | Summary of Interfund Activities - Actuals                     |                                 |                   |

| Description   | Resource Codes | Object Codes            | 2014-15<br>Unaudited Actuals | 2015-16<br>Budget | Percent<br>Difference |
|---|----------------|-------------------------|------------------------------|-------------------|-----------------------|
| <b>A. REVENUES</b>  |                |                         |                              |                   |                       |
| 1) LCFF Sources   |                | 8010-8099               | 0.00                         | 0.00              | 0.0%                  |
| 2) Federal Revenue  |                | 8100-8299               | 176,948.00                   | 176,948.00        | 0.0%                  |
| 3) Other State Revenue  |                | 8300-8599               | 136,995.00                   | 0.00              | -100.0%               |
| 4) Other Local Revenue  |                | 8600-8799               | 4,498,775.89                 | 4,827,812.00      | 7.3%                  |
| 5) TOTAL, REVENUES  |                |                         | 4,812,718.89                 | 5,004,760.00      | 4.0%                  |
| <b>B. EXPENDITURES</b>  |                |                         |                              |                   |                       |
| 1) Certificated Salaries  |                | 1000-1999               | 2,295,920.25                 | 2,768,197.00      | 20.6%                 |
| 2) Classified Salaries  |                | 2000-2999               | 363,109.52                   | 452,326.00        | 24.6%                 |
| 3) Employee Benefits  |                | 3000-3999               | 525,336.42                   | 549,865.00        | 4.7%                  |
| 4) Books and Supplies   |                | 4000-4999               | 284,630.92                   | 517,609.00        | 81.9%                 |
| 5) Services and Other Operating Expenditures  |                | 5000-5999               | 2,154,159.68                 | 1,214,153.00      | -43.6%                |
| 6) Capital Outlay   |                | 6000-6999               | 0.00                         | 0.00              | 0.0%                  |
| 7) Other Outgo (excluding Transfers of Indirect Costs)  |                | 7100-7299,<br>7400-7499 | 0.00                         | 0.00              | 0.0%                  |
| 8) Other Outgo - Transfers of Indirect Costs  |                | 7300-7399               | 0.00                         | 0.00              | 0.0%                  |
| 9) TOTAL, EXPENDITURES  |                |                         | 5,623,156.79                 | 5,502,150.00      | -2.2%                 |
| <b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b> |                |                         | (810,437.90)                 | (497,390.00)      | -38.6%                |
| <b>D. OTHER FINANCING SOURCES/USES</b>  |                |                         |                              |                   |                       |
| 1) Interfund Transfers  |                |                         |                              |                   |                       |
| a) Transfers In   |                | 8900-8929               | 0.00                         | 0.00              | 0.0%                  |
| b) Transfers Out  |                | 7600-7629               | 0.00                         | 0.00              | 0.0%                  |
| 2) Other Sources/Uses   |                |                         |                              |                   |                       |
| a) Sources  |                | 8930-8979               | 0.00                         | 0.00              | 0.0%                  |
| b) Uses   |                | 7630-7699               | 0.00                         | 0.00              | 0.0%                  |
| 3) Contributions  |                | 8980-8999               | 0.00                         | 0.00              | 0.0%                  |
| 4) TOTAL, OTHER FINANCING SOURCES/USES  |                |                         | 0.00                         | 0.00              | 0.0%                  |

| Description  | Resource Codes | Object Codes | 2014-15<br>Unaudited Actuals | 2015-16<br>Budget | Percent<br>Difference |
|--|----------------|--------------|------------------------------|-------------------|-----------------------|
| <b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b> |                |              | (810,437.90)                 | (497,390.00)      | -38.6%                |
| <b>F. FUND BALANCE, RESERVES</b>                           |                |              |                              |                   |                       |
| 1) Beginning Fund Balance                                  |                |              |                              |                   |                       |
| a) As of July 1 - Unaudited                                |                | 9791         | 2,733,932.30                 | 1,923,494.40      | -29.6%                |
| b) Audit Adjustments                                       |                | 9793         | 0.00                         | 0.00              | 0.0%                  |
| c) As of July 1 - Audited (F1a + F1b)                      |                |              | 2,733,932.30                 | 1,923,494.40      | -29.6%                |
| d) Other Restatements                                      |                | 9795         | 0.00                         | 0.00              | 0.0%                  |
| e) Adjusted Beginning Balance (F1c + F1d)                  |                |              | 2,733,932.30                 | 1,923,494.40      | -29.6%                |
| 2) Ending Balance, June 30 (E + F1e)                       |                |              | 1,923,494.40                 | 1,426,104.40      | -25.9%                |
| Components of Ending Fund Balance                          |                |              |                              |                   |                       |
| a) Nonspendable  |                |              |                              |                   |                       |
| Revolving Cash   |                | 9711         | 20,000.00                    | 20,000.00         | 0.0%                  |
| Stores   |                | 9712         | 0.00                         | 0.00              | 0.0%                  |
| Prepaid Expenditures                                       |                | 9713         | 0.00                         | 0.00              | 0.0%                  |
| All Others   |                | 9719         | 0.00                         | 0.00              | 0.0%                  |
| b) Restricted  |                |              | 0.00                         | 0.00              | 0.0%                  |
| c) Committed   |                |              |                              |                   |                       |
| Stabilization Arrangements                                 |                | 9750         | 0.00                         | 0.00              | 0.0%                  |
| Other Commitments  |                | 9760         | 0.00                         | 0.00              | 0.0%                  |
| d) Assigned  |                |              |                              |                   |                       |
| Other Assignments  |                | 9780         | 373,183.00                   | 0.00              | -100.0%               |
| e) Unassigned/Unappropriated                               |                |              |                              |                   |                       |
| Reserve for Economic Uncertainties                         |                | 9789         | 281,158.00                   | 275,108.00        | -2.2%                 |
| Unassigned/Unappropriated Amount                           |                | 9790         | 1,249,153.40                 | 1,130,996.40      | -9.5%                 |

| Description   | Resource Codes | Object Codes | 2014-15<br>Unaudited Actuals | 2015-16<br>Budget | Percent<br>Difference |
|---|----------------|--------------|------------------------------|-------------------|-----------------------|
| <b>G. ASSETS</b>  |                |              |                              |                   |                       |
| 1) Cash   |                |              |                              |                   |                       |
| a) in County Treasury   |                | 9110         | 1,862,571.69                 |                   |                       |
| 1) Fair Value Adjustment to Cash in County Treasury                             |                | 9111         | 0.00                         |                   |                       |
| b) in Banks   |                | 9120         | 0.00                         |                   |                       |
| c) in Revolving Fund  |                | 9130         | 20,000.00                    |                   |                       |
| d) with Fiscal Agent  |                | 9135         | 0.00                         |                   |                       |
| e) collections awaiting deposit   |                | 9140         | 0.00                         |                   |                       |
| 2) Investments  |                | 9150         | 0.00                         |                   |                       |
| 3) Accounts Receivable  |                | 9200         | 745,467.55                   |                   |                       |
| 4) Due from Grantor Government  |                | 9290         | 0.00                         |                   |                       |
| 5) Due from Other Funds   |                | 9310         | 0.00                         |                   |                       |
| 6) Stores   |                | 9320         | 0.00                         |                   |                       |
| 7) Prepaid Expenditures   |                | 9330         | 0.00                         |                   |                       |
| 8) Other Current Assets   |                | 9340         | 0.00                         |                   |                       |
| 9) TOTAL, ASSETS  |                |              | 2,628,039.24                 |                   |                       |
| <b>H. DEFERRED OUTFLOWS OF RESOURCES</b>  |                |              |                              |                   |                       |
| 1) Deferred Outflows of Resources   |                | 9490         | 0.00                         |                   |                       |
| 2) TOTAL, DEFERRED OUTFLOWS   |                |              | 0.00                         |                   |                       |
| <b>I. LIABILITIES</b>   |                |              |                              |                   |                       |
| 1) Accounts Payable   |                | 9500         | 545,725.28                   |                   |                       |
| 2) Due to Grantor Governments   |                | 9590         | 0.00                         |                   |                       |
| 3) Due to Other Funds   |                | 9610         | 0.00                         |                   |                       |
| 4) Current Loans  |                | 9640         | 0.00                         |                   |                       |
| 5) Unearned Revenue   |                | 9650         | 158,819.56                   |                   |                       |
| 6) TOTAL, LIABILITIES   |                |              | 704,544.84                   |                   |                       |
| <b>J. DEFERRED INFLOWS OF RESOURCES</b>   |                |              |                              |                   |                       |
| 1) Deferred Inflows of Resources  |                | 9690         | 0.00                         |                   |                       |
| 2) TOTAL, DEFERRED INFLOWS  |                |              | 0.00                         |                   |                       |
| <b>K. FUND EQUITY</b>   |                |              |                              |                   |                       |
| Ending Fund Balance, June 30<br>(must agree with line F2) (G9 + H2) - (I6 + J2) |                |              | 1,923,494.40                 |                   |                       |

| Description                                   | Resource Codes | Object Codes | 2014-15<br>Unaudited Actuals | 2015-16<br>Budget | Percent<br>Difference |
|---|----------------|--------------|------------------------------|-------------------|-----------------------|
| <b>FEDERAL REVENUE</b>                        |                |              |                              |                   |                       |
| Special Education Discretionary Grants        |                | 8182         | 0.00                         | 0.00              | 0.0%                  |
| Child Nutrition Programs                      |                | 8220         | 0.00                         | 0.00              | 0.0%                  |
| Interagency Contracts Between LEAs            |                | 8285         | 0.00                         | 0.00              | 0.0%                  |
| Pass-Through Revenues from<br>Federal Sources |                | 8287         | 0.00                         | 0.00              | 0.0%                  |
| No Child Left Behind                          | 4036           | 8290         | 0.00                         | 0.00              | 0.0%                  |
| Vocational and Applied Technology Education   | 3500-3699      | 8290         | 134,003.00                   | 134,003.00        | 0.0%                  |
| Safe and Drug Free Schools                    | 3700-3799      | 8290         | 0.00                         | 0.00              | 0.0%                  |
| All Other Federal Revenue                     | All Other      | 8290         | 42,945.00                    | 42,945.00         | 0.0%                  |
| <b>TOTAL, FEDERAL REVENUE</b>                 |                |              | <b>176,948.00</b>            | <b>176,948.00</b> | <b>0.0%</b>           |
| <b>OTHER STATE REVENUE</b>                    |                |              |                              |                   |                       |
| Other State Apportionments                    |                |              |                              |                   |                       |
| All Other State Apportionments - Current Year |                | 8311         | 0.00                         | 0.00              | 0.0%                  |
| All Other State Apportionments - Prior Years  |                | 8319         | 0.00                         | 0.00              | 0.0%                  |
| Child Nutrition Programs                      |                | 8520         | 0.00                         | 0.00              | 0.0%                  |
| Mandated Costs Reimbursements                 |                | 8550         | 0.00                         | 0.00              | 0.0%                  |
| Pass-Through Revenues from<br>State Sources   |                | 8587         | 0.00                         | 0.00              | 0.0%                  |
| All Other State Revenue                       |                | 8590         | 136,995.00                   | 0.00              | -100.0%               |
| <b>TOTAL, OTHER STATE REVENUE</b>             |                |              | <b>136,995.00</b>            | <b>0.00</b>       | <b>-100.0%</b>        |
| <b>OTHER LOCAL REVENUE</b>                    |                |              |                              |                   |                       |
| Other Local Revenue                           |                |              |                              |                   |                       |
| Sales   |                |              |                              |                   |                       |
| Sale of Equipment/Supplies                    |                | 8631         | 0.00                         | 0.00              | 0.0%                  |
| Sale of Publications                          |                | 8632         | 0.00                         | 0.00              | 0.0%                  |
| Food Service Sales                            |                | 8634         | 0.00                         | 0.00              | 0.0%                  |
| All Other Sales                               |                | 8639         | 0.00                         | 0.00              | 0.0%                  |

| Description  | Resource Codes | Object Codes | 2014-15<br>Unaudited Actuals | 2015-16<br>Budget   | Percent<br>Difference |
|--|----------------|--------------|------------------------------|---------------------|-----------------------|
| Leases and Rentals                                       |                | 8650         | 0.00                         | 0.00                | 0.0%                  |
| Interest   |                | 8660         | 6,599.26                     | 2,000.00            | -69.7%                |
| Net Increase (Decrease) in the Fair Value of Investments |                | 8662         | 0.00                         | 0.00                | 0.0%                  |
| Fees and Contracts                                       |                |              |                              |                     |                       |
| Adult Education Fees                                     |                | 8671         | 0.00                         | 0.00                | 0.0%                  |
| In-District Premiums/<br>Contributions                   |                | 8674         | 0.00                         | 0.00                | 0.0%                  |
| Transportation Fees From<br>Individuals                  |                | 8675         | 0.00                         | 0.00                | 0.0%                  |
| Interagency Services                                     |                | 8677         | 0.00                         | 0.00                | 0.0%                  |
| All Other Fees and Contracts                             |                | 8689         | 1,040,421.36                 | 1,341,390.00        | 28.9%                 |
| Other Local Revenue                                      |                |              |                              |                     |                       |
| Pass-Through Revenues From<br>Local Sources              |                | 8697         | 0.00                         | 0.00                | 0.0%                  |
| All Other Local Revenue                                  |                | 8699         | 37,900.27                    | 0.00                | -100.0%               |
| Tuition  |                | 8710         | 0.00                         | 0.00                | 0.0%                  |
| All Other Transfers In                                   |                | 8781-8783    | 2,790,341.50                 | 2,774,371.00        | -0.6%                 |
| Transfers of Apportionments                              |                |              |                              |                     |                       |
| Special Education SELPA Transfers                        |                |              |                              |                     |                       |
| From Districts or Charter Schools                        | 6500           | 8791         | 0.00                         | 0.00                | 0.0%                  |
| From County Offices                                      | 6500           | 8792         | 0.00                         | 0.00                | 0.0%                  |
| From JPAs  | 6500           | 8793         | 0.00                         | 0.00                | 0.0%                  |
| ROC/P Transfers  |                |              |                              |                     |                       |
| From Districts or Charter Schools                        | 6360           | 8791         | 0.00                         | 0.00                | 0.0%                  |
| From County Offices                                      | 6360           | 8792         | 0.00                         | 0.00                | 0.0%                  |
| From JPAs  | 6360           | 8793         | 0.00                         | 0.00                | 0.0%                  |
| Other Transfers of Apportionments                        |                |              |                              |                     |                       |
| From Districts or Charter Schools                        | All Other      | 8791         | 623,513.50                   | 710,051.00          | 13.9%                 |
| From County Offices                                      | All Other      | 8792         | 0.00                         | 0.00                | 0.0%                  |
| From JPAs  | All Other      | 8793         | 0.00                         | 0.00                | 0.0%                  |
| All Other Transfers In from All Others                   |                | 8799         | 0.00                         | 0.00                | 0.0%                  |
| <b>TOTAL, OTHER LOCAL REVENUE</b>                        |                |              | <b>4,498,775.89</b>          | <b>4,827,812.00</b> | <b>7.3%</b>           |
| <b>TOTAL, REVENUES</b>                                   |                |              | <b>4,812,718.89</b>          | <b>5,004,760.00</b> | <b>4.0%</b>           |

| Description  | Resource Codes | Object Codes | 2014-15<br>Unaudited Actuals | 2015-16<br>Budget | Percent<br>Difference |
|--|----------------|--------------|------------------------------|-------------------|-----------------------|
| <b>CERTIFICATED SALARIES</b>                           |                |              |                              |                   |                       |
| Certificated Teachers' Salaries                        |                | 1100         | 1,912,024.34                 | 2,230,783.00      | 16.7%                 |
| Certificated Pupil Support Salaries                    |                | 1200         | 0.00                         | 0.00              | 0.0%                  |
| Certificated Supervisors' and Administrators' Salaries |                | 1300         | 378,895.91                   | 537,414.00        | 41.8%                 |
| Other Certificated Salaries                            |                | 1900         | 5,000.00                     | 0.00              | -100.0%               |
| TOTAL, CERTIFICATED SALARIES                           |                |              | 2,295,920.25                 | 2,768,197.00      | 20.6%                 |
| <b>CLASSIFIED SALARIES</b>                             |                |              |                              |                   |                       |
| Classified Instructional Salaries                      |                | 2100         | 0.00                         | 0.00              | 0.0%                  |
| Classified Support Salaries                            |                | 2200         | 216,070.93                   | 238,290.00        | 10.3%                 |
| Classified Supervisors' and Administrators' Salaries   |                | 2300         | 55,630.90                    | 70,041.00         | 25.9%                 |
| Clerical, Technical and Office Salaries                |                | 2400         | 85,407.69                    | 137,995.00        | 61.6%                 |
| Other Classified Salaries                              |                | 2900         | 6,000.00                     | 6,000.00          | 0.0%                  |
| TOTAL, CLASSIFIED SALARIES                             |                |              | 363,109.52                   | 452,326.00        | 24.6%                 |
| <b>EMPLOYEE BENEFITS</b>                               |                |              |                              |                   |                       |
| STRS   |                | 3101-3102    | 326,599.70                   | 270,046.00        | -17.3%                |
| PERS   |                | 3201-3202    | 54,757.39                    | 69,111.00         | 26.2%                 |
| OASDI/Medicare/Alternative                             |                | 3301-3302    | 68,985.62                    | 100,500.00        | 45.7%                 |
| Health and Welfare Benefits                            |                | 3401-3402    | 781.10                       | 0.00              | -100.0%               |
| Unemployment Insurance                                 |                | 3501-3502    | 1,325.14                     | 1,603.00          | 21.0%                 |
| Workers' Compensation                                  |                | 3601-3602    | 72,887.47                    | 108,605.00        | 49.0%                 |
| OPEB, Allocated  |                | 3701-3702    | 0.00                         | 0.00              | 0.0%                  |
| OPEB, Active Employees                                 |                | 3751-3752    | 0.00                         | 0.00              | 0.0%                  |
| Other Employee Benefits                                |                | 3901-3902    | 0.00                         | 0.00              | 0.0%                  |
| TOTAL, EMPLOYEE BENEFITS                               |                |              | 525,336.42                   | 549,865.00        | 4.7%                  |
| <b>BOOKS AND SUPPLIES</b>                              |                |              |                              |                   |                       |
| Approved Textbooks and Core Curricula Materials        |                | 4100         | 0.00                         | 0.00              | 0.0%                  |
| Books and Other Reference Materials                    |                | 4200         | 0.00                         | 0.00              | 0.0%                  |
| Materials and Supplies                                 |                | 4300         | 132,698.74                   | 415,609.00        | 213.2%                |
| Noncapitalized Equipment                               |                | 4400         | 151,932.18                   | 102,000.00        | -32.9%                |
| Food   |                | 4700         | 0.00                         | 0.00              | 0.0%                  |
| TOTAL, BOOKS AND SUPPLIES                              |                |              | 284,630.92                   | 517,609.00        | 81.9%                 |

| Description  | Resource Codes | Object Codes | 2014-15<br>Unaudited Actuals | 2015-16<br>Budget   | Percent<br>Difference |
|--|----------------|--------------|------------------------------|---------------------|-----------------------|
| <b>SERVICES AND OTHER OPERATING EXPENDITURES</b>               |                |              |                              |                     |                       |
| Subagreements for Services                                     |                | 5100         | 0.00                         | 0.00                | 0.0%                  |
| Travel and Conferences   |                | 5200         | 30,812.66                    | 98,631.00           | 220.1%                |
| Dues and Memberships   |                | 5300         | 2,637.00                     | 3,000.00            | 13.8%                 |
| Insurance  |                | 5400-5450    | 18,036.00                    | 18,036.00           | 0.0%                  |
| Operations and Housekeeping Services                           |                | 5500         | 0.00                         | 0.00                | 0.0%                  |
| Rentals, Leases, Repairs, and Noncapitalized Improvements      |                | 5600         | 26,473.73                    | 21,525.00           | -18.7%                |
| Transfers of Direct Costs                                      |                | 5710         | 0.00                         | 0.00                | 0.0%                  |
| Transfers of Direct Costs - Interfund                          |                | 5750         | 0.00                         | 0.00                | 0.0%                  |
| Professional/Consulting Services and<br>Operating Expenditures |                | 5800         | 2,064,799.11                 | 1,058,261.00        | -48.7%                |
| Communications   |                | 5900         | 11,401.18                    | 14,700.00           | 28.9%                 |
| <b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>        |                |              | <b>2,154,159.68</b>          | <b>1,214,153.00</b> | <b>-43.6%</b>         |
| <b>CAPITAL OUTLAY</b>  |                |              |                              |                     |                       |
| Land   |                | 6100         | 0.00                         | 0.00                | 0.0%                  |
| Land Improvements  |                | 6170         | 0.00                         | 0.00                | 0.0%                  |
| Buildings and Improvements of Buildings                        |                | 6200         | 0.00                         | 0.00                | 0.0%                  |
| Equipment  |                | 6400         | 0.00                         | 0.00                | 0.0%                  |
| Equipment Replacement  |                | 6500         | 0.00                         | 0.00                | 0.0%                  |
| <b>TOTAL, CAPITAL OUTLAY</b>                                   |                |              | <b>0.00</b>                  | <b>0.00</b>         | <b>0.0%</b>           |



| Description  | Resource Codes | Object Codes | 2014-15<br>Unaudited Actuals | 2015-16<br>Budget | Percent<br>Difference |
|--|----------------|--------------|------------------------------|-------------------|-----------------------|
| <b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>                                 |                |              |                              |                   |                       |
| Tuition  |                |              |                              |                   |                       |
| Tuition, Excess Costs, and/or Deficit Payments<br>Payments to Districts or Charter Schools |                | 7141         | 0.00                         | 0.00              | 0.0%                  |
| Payments to County Offices   |                | 7142         | 0.00                         | 0.00              | 0.0%                  |
| Payments to JPAs   |                | 7143         | 0.00                         | 0.00              | 0.0%                  |
| Other Transfers Out  |                |              |                              |                   |                       |
| Transfers of Pass-Through Revenues<br>To Districts or Charter Schools                      |                | 7211         | 0.00                         | 0.00              | 0.0%                  |
| To County Offices  |                | 7212         | 0.00                         | 0.00              | 0.0%                  |
| To JPAs  |                | 7213         | 0.00                         | 0.00              | 0.0%                  |
| Special Education SELPA Transfers of<br>Apportionments                                     |                |              |                              |                   |                       |
| To Districts or Charter Schools  | 6500           | 7221         | 0.00                         | 0.00              | 0.0%                  |
| To County Offices  | 6500           | 7222         | 0.00                         | 0.00              | 0.0%                  |
| To JPAs  | 6500           | 7223         | 0.00                         | 0.00              | 0.0%                  |
| ROC/P Transfers of Apportionments  |                |              |                              |                   |                       |
| To Districts or Charter Schools  | 6360           | 7221         | 0.00                         | 0.00              | 0.0%                  |
| To County Offices  | 6360           | 7222         | 0.00                         | 0.00              | 0.0%                  |
| To JPAs  | 6360           | 7223         | 0.00                         | 0.00              | 0.0%                  |
| Other Transfers of Apportionments  | All Other      | 7221-7223    | 0.00                         | 0.00              | 0.0%                  |
| All Other Transfers  |                | 7281-7283    | 0.00                         | 0.00              | 0.0%                  |
| All Other Transfers Out to All Others  |                | 7299         | 0.00                         | 0.00              | 0.0%                  |
| Debt Service   |                |              |                              |                   |                       |
| Debt Service - Interest  |                | 7438         | 0.00                         | 0.00              | 0.0%                  |
| Other Debt Service - Principal   |                | 7439         | 0.00                         | 0.00              | 0.0%                  |
| TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)                                 |                |              | 0.00                         | 0.00              | 0.0%                  |
| <b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>   |                |              |                              |                   |                       |
| Transfers of Indirect Costs  |                | 7310         | 0.00                         | 0.00              | 0.0%                  |
| Transfers of Indirect Costs - Interfund  |                | 7350         | 0.00                         | 0.00              | 0.0%                  |
| TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS   |                |              | 0.00                         | 0.00              | 0.0%                  |
| TOTAL, EXPENDITURES  |                |              | 5,623,156.79                 | 5,502,150.00      | -2.2%                 |

| Description   | Resource Codes | Object Codes | 2014-15<br>Unaudited Actuals | 2015-16<br>Budget | Percent<br>Difference |
|---|----------------|--------------|------------------------------|-------------------|-----------------------|
| <b>INTERFUND TRANSFERS</b>  |                |              |                              |                   |                       |
| <b>INTERFUND TRANSFERS IN</b>   |                |              |                              |                   |                       |
| From: Special Reserve Fund  |                | 8912         | 0.00                         | 0.00              | 0.0%                  |
| Other Authorized Interfund Transfers In                                   |                | 8919         | 0.00                         | 0.00              | 0.0%                  |
| <b>(a) TOTAL, INTERFUND TRANSFERS IN</b>                                  |                |              | 0.00                         | 0.00              | 0.0%                  |
| <b>INTERFUND TRANSFERS OUT</b>  |                |              |                              |                   |                       |
| To: Special Reserve Fund  |                | 7612         | 0.00                         | 0.00              | 0.0%                  |
| To: State School Building Fund/<br>County School Facilities Fund          |                | 7613         | 0.00                         | 0.00              | 0.0%                  |
| To: Cafeteria Fund  |                | 7616         | 0.00                         | 0.00              | 0.0%                  |
| Other Authorized Interfund Transfers Out                                  |                | 7619         | 0.00                         | 0.00              | 0.0%                  |
| <b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>                                 |                |              | 0.00                         | 0.00              | 0.0%                  |
| <b>OTHER SOURCES/USES</b>   |                |              |                              |                   |                       |
| <b>SOURCES</b>  |                |              |                              |                   |                       |
| Long-Term Debt Proceeds<br>Proceeds from Certificates<br>of Participation |                | 8971         | 0.00                         | 0.00              | 0.0%                  |
| Proceeds from Capital Leases  |                | 8972         | 0.00                         | 0.00              | 0.0%                  |
| Proceeds from Lease Revenue Bonds   |                | 8973         | 0.00                         | 0.00              | 0.0%                  |
| All Other Financing Sources   |                | 8979         | 0.00                         | 0.00              | 0.0%                  |
| <b>(c) TOTAL, SOURCES</b>   |                |              | 0.00                         | 0.00              | 0.0%                  |
| <b>USES</b>   |                |              |                              |                   |                       |
| All Other Financing Uses  |                | 7699         | 0.00                         | 0.00              | 0.0%                  |
| <b>(d) TOTAL, USES</b>  |                |              | 0.00                         | 0.00              | 0.0%                  |
| <b>CONTRIBUTIONS</b>  |                |              |                              |                   |                       |
| Contributions from Unrestricted Revenues                                  |                | 8980         | 0.00                         | 0.00              | 0.0%                  |
| Contributions from Restricted Revenues                                    |                | 8990         | 0.00                         | 0.00              | 0.0%                  |
| <b>(e) TOTAL, CONTRIBUTIONS</b>   |                |              | 0.00                         | 0.00              | 0.0%                  |
| <b>TOTAL, OTHER FINANCING SOURCES/USES<br/>(a - b + c - d + e)</b>        |                |              | 0.00                         | 0.00              | 0.0%                  |

| Fund: 01 General Fund<br>Resource: 0000 Unrestricted |        |                              |
|--|--------|------------------------------|
| Description  | Object | 2014-15<br>Unaudited Actuals |
| <b>Ending Fund Balance</b>                           | 979Z   | 1,923,494.40                 |
| <b>Components of Ending Fund Balance</b>             |        |                              |
| <b>Nonspendable</b>                                  |        |                              |
| Revolving Cash                                       | 9711   | 20,000.00                    |
| Stores   | 9712   | 0.00                         |
| Prepaid Expenditures                                 | 9713   | 0.00                         |
| All Others   | 9719   | 0.00                         |
| <b>Restricted</b>                                    | 9740   | 0.00                         |
| <b>Committed</b>                                     |        |                              |
| Stabilization Arrangements                           | 9750   | 0.00                         |
| Other Commitments                                    | 9760   | 0.00                         |
| <b>Assigned</b>                                      |        |                              |
| Other Assignments                                    | 9780   | 373,183.00                   |
| <b>Unassigned/Unappropriated</b>                     |        |                              |
| Reserve for Economic Uncertainties                   | 9789   | 281,158.00                   |
| Unassigned/Unappropriated                            | 9790   | 1,249,153.40                 |

| Fund: 01 General Fund<br>Resource: 0000 Unrestricted |        |                   |
|--|--------|-------------------|
| Description  | Object | 2015-16<br>Budget |
| <b>Ending Fund Balance</b>                           | 979Z   | 1,426,104.40      |
| <b>Components of Ending Fund Balance</b>             |        |                   |
| <b>Nonspendable</b>                                  |        |                   |
| Revolving Cash                                       | 9711   | 20,000.00         |
| Stores   | 9712   | 0.00              |
| Prepaid Expenditures                                 | 9713   | 0.00              |
| All Others   | 9719   | 0.00              |
| <b>Restricted</b>                                    | 9740   | 0.00              |
| <b>Committed</b>                                     |        |                   |
| Stabilization Arrangements                           | 9750   | 0.00              |
| Other Commitments                                    | 9760   | 0.00              |
| <b>Assigned</b>                                      |        |                   |
| Other Assignments                                    | 9780   | 0.00              |
| <b>Unassigned/Unappropriated</b>                     |        |                   |
| Reserve for Economic Uncertainties                   | 9789   | 275,108.00        |
| Unassigned/Unappropriated                            | 9790   | 1,130,996.40      |

|   | Unaudited<br>Balance<br>July 1 | Audit<br>Adjustments/<br>Restatements | Audited<br>Balance<br>July 1 | Increases | Decreases | Ending Balance<br>June 30 |
|---|--------------------------------|---------------------------------------|------------------------------|-----------|-----------|---------------------------|
| <b>Governmental Activities:</b>             |                                |                                       |                              |           |           |                           |
| Capital assets not being depreciated:       |                                |                                       |                              |           |           |                           |
| Land  |                                |                                       | 0.00                         |           |           | 0.00                      |
| Work in Progress                            |                                |                                       | 0.00                         |           |           | 0.00                      |
| Total capital assets not being depreciated  | 0.00                           | 0.00                                  | 0.00                         | 0.00      | 0.00      | 0.00                      |
| Capital assets being depreciated:           |                                |                                       |                              |           |           |                           |
| Land Improvements                           |                                |                                       | 0.00                         |           |           | 0.00                      |
| Buildings                                   | 285,140.00                     |                                       | 285,140.00                   |           |           | 285,140.00                |
| Equipment                                   | 87,089.00                      | (10,304.00)                           | 76,785.00                    |           |           | 76,785.00                 |
| Total capital assets being depreciated      | 372,229.00                     | (10,304.00)                           | 361,925.00                   | 0.00      | 0.00      | 361,925.00                |
| Accumulated Depreciation for:               |                                |                                       |                              |           |           |                           |
| Land Improvements                           |                                |                                       | 0.00                         |           |           | 0.00                      |
| Buildings                                   | (57,028.00)                    | 1.00                                  | (57,027.00)                  |           | 19,009.00 | (76,036.00)               |
| Equipment                                   | (79,379.00)                    | 10,304.00                             | (69,075.00)                  |           | 3,855.00  | (72,930.00)               |
| Total accumulated depreciation              | (136,407.00)                   | 10,305.00                             | (126,102.00)                 | 0.00      | 22,864.00 | (148,966.00)              |
| Total capital assets being depreciated, net | 235,822.00                     | 1.00                                  | 235,823.00                   | 0.00      | 22,864.00 | 212,959.00                |
| Governmental activity capital assets, net   | 235,822.00                     | 1.00                                  | 235,823.00                   | 0.00      | 22,864.00 | 212,959.00                |
| <b>Business-Type Activities:</b>            |                                |                                       |                              |           |           |                           |
| Capital assets not being depreciated:       |                                |                                       |                              |           |           |                           |
| Land  |                                |                                       | 0.00                         |           |           | 0.00                      |
| Work in Progress                            |                                |                                       | 0.00                         |           |           | 0.00                      |
| Total capital assets not being depreciated  | 0.00                           | 0.00                                  | 0.00                         | 0.00      | 0.00      | 0.00                      |
| Capital assets being depreciated:           |                                |                                       |                              |           |           |                           |
| Land Improvements                           |                                |                                       | 0.00                         |           |           | 0.00                      |
| Buildings                                   |                                |                                       | 0.00                         |           |           | 0.00                      |
| Equipment                                   |                                |                                       | 0.00                         |           |           | 0.00                      |
| Total capital assets being depreciated      | 0.00                           | 0.00                                  | 0.00                         | 0.00      | 0.00      | 0.00                      |
| Accumulated Depreciation for:               |                                |                                       |                              |           |           |                           |
| Land Improvements                           |                                |                                       | 0.00                         |           |           | 0.00                      |
| Buildings                                   |                                |                                       | 0.00                         |           |           | 0.00                      |
| Equipment                                   |                                |                                       | 0.00                         |           |           | 0.00                      |
| Total accumulated depreciation              | 0.00                           | 0.00                                  | 0.00                         | 0.00      | 0.00      | 0.00                      |
| Total capital assets being depreciated, net | 0.00                           | 0.00                                  | 0.00                         | 0.00      | 0.00      | 0.00                      |
| Business-type activity capital assets, net  | 0.00                           | 0.00                                  | 0.00                         | 0.00      | 0.00      | 0.00                      |

2014-15 Unaudited Actuals  
FEDERAL GRANT AWARDS,  
REVENUES, AND EXPENDITURES - ALL FUNDS  
SCHEDULE FOR CATEGORICALS SUBJECT TO DEFERRAL OF UNEARNED REVENUES

| FEDERAL PROGRAM NAME<br>FEDERAL CATALOG NUMBER<br>RESOURCE CODE<br>REVENUE OBJECT<br>LOCAL DESCRIPTION (if any) | Perkins       | WIA           | TOTAL       |
|---|---------------|---------------|-------------|
|   | 3555          | 3940          |             |
|   | 8290          | 8290          |             |
|   | 99.901.3555.1 | 99.901.3940.1 |             |
| <b>AWARD</b>  |               |               |             |
| 1. Prior Year Carryover   | 0.00          | 0.00          | 0.00        |
| 2. a. Current Year Award  | 134,003.00    | 42,945.00     | 176,948.00  |
| b. Transferability (NCLB)   |               |               | 0.00        |
| c. Other Adjustments  |               |               | 0.00        |
| d. Adj Curr Yr Award<br>(sum lines 2a, 2b, & 2c)  | 134,003.00    | 42,945.00     | 176,948.00  |
| 3. Required Matching Funds/Other  |               |               | 0.00        |
| 4. Total Available Award<br>(sum lines 1, 2d, & 3)  | 134,003.00    | 42,945.00     | 176,948.00  |
| <b>REVENUES</b>   |               |               |             |
| 5. Unearned Revenue Deferred from<br>Prior Year   |               |               | 0.00        |
| 6. Cash Received in Current Year  | 92,003.00     | 42,945.00     | 134,948.00  |
| 7. Contributed Matching Funds   |               |               | 0.00        |
| 8. Total Available (sum lines 5, 6, & 7)  | 92,003.00     | 42,945.00     | 134,948.00  |
| <b>EXPENDITURES</b>   |               |               |             |
| 9. Donor-Authorized Expenditures  | 134,003.00    | 42,945.00     | 176,948.00  |
| 10. Non Donor-Authorized<br>Expenditures  |               |               | 0.00        |
| 11. Total Expenditures (lines 9 & 10)   | 134,003.00    | 42,945.00     | 176,948.00  |
| 12. Amounts Included in<br>Line 6 above for Prior<br>Year Adjustments   |               |               | 0.00        |
| 13. Calculation of Unearned Revenue<br>or A/P, & A/R amounts<br>(line 8 minus line 9 plus line 12)              | (42,000.00)   | 0.00          | (42,000.00) |
| a. Unearned Revenue   |               |               | 0.00        |
| b. Accounts Payable   | 82,725.47     | 36,813.00     | 119,538.47  |
| c. Accounts Receivable  | 124,725.47    | 36,813.00     | 161,538.47  |
| 14. Unused Grant Award Calculation<br>(line 4 minus line 9)   | 0.00          | 0.00          | 0.00        |
| 15. If Carryover is allowed,<br>enter line 14 amount here   |               |               | 0.00        |
| 16. Reconciliation of Revenue<br>(line 5 plus line 6 minus line 13a<br>minus line 13b plus line 13c)            | 134,003.00    | 42,945.00     | 176,948.00  |

2014-15 Unaudited Actuals  
STATE GRANT AWARDS,  
REVENUES, AND EXPENDITURES - ALL FUNDS  
SCHEDULE FOR CATEGORICALS SUBJECT TO DEFERRAL OF UNEARNED REVENUES

| STATE PROGRAM NAME   | 680 Career Pathways | TOTAL      |
|--|---------------------|------------|
| RESOURCE CODE  | 6382                |            |
| REVENUE OBJECT   | 8689                |            |
| LOCAL DESCRIPTION (if any)   | 99.000.6382.1       |            |
| <b>AWARD</b>   |                     |            |
| 1. Prior Year Carryover  |                     | 0.00       |
| 2. a. Current Year Award   | 169,500.00          | 169,500.00 |
| b. Other Adjustments   |                     | 0.00       |
| c. Adj Curr Yr Award<br>(sum lines 2a & 2b)  | 169,500.00          | 169,500.00 |
| 3. Required Matching Funds/Other   |                     | 0.00       |
| 4. Total Available Award<br>(sum lines 1, 2c, & 3)   | 169,500.00          | 169,500.00 |
| <b>REVENUES</b>  |                     |            |
| 5. Unearned Revenue Deferred from<br>Prior Year  |                     | 0.00       |
| 6. Cash Received in Current Year   | 169,500.00          | 169,500.00 |
| 7. Contributed Matching Funds  |                     | 0.00       |
| 8. Total Available (sum lines 5, 6, & 7)   | 169,500.00          | 169,500.00 |
| <b>EXPENDITURES</b>  |                     |            |
| 9. Donor-Authorized Expenditures   | 14,973.47           | 14,973.47  |
| 10. Non Donor-Authorized<br>Expenditures   |                     | 0.00       |
| 11. Total Expenditures (lines 9 & 10)  | 14,973.47           | 14,973.47  |
| 12. Amounts Included in Line 6 above<br>for Prior Year Adjustments                                   |                     | 0.00       |
| 13. Calculation of Unearned Revenue<br>or A/P, & A/R amounts<br>(line 8 minus line 9 plus line 12)   | 154,526.53          | 154,526.53 |
| a. Unearned Revenue  | 154,526.53          | 154,526.53 |
| b. Accounts Payable  |                     | 0.00       |
| c. Accounts Receivable   |                     | 0.00       |
| 14. Unused Grant Award Calculation<br>(line 4 minus line 9)  | 154,526.53          | 154,526.53 |
| 15. If Carryover is allowed,<br>enter line 14 amount here  | 154,526.53          | 154,526.53 |
| 16. Reconciliation of Revenue<br>(line 5 plus line 6 minus line 13a<br>minus line 13b plus line 13c) | 14,973.47           | 14,973.47  |

2014-15 Unaudited Actuals  
LOCAL GRANT AWARDS,  
REVENUES, AND EXPENDITURES - ALL FUNDS  
SCHEDULE FOR CATEGORICALS SUBJECT TO DEFERRAL OF UNEARNED REVENUES

| LOCAL PROGRAM NAME   | Donations     | Adults in Corrections | TOTAL        |
|--|---------------|-----------------------|--------------|
| RESOURCE CODE  | 9010          | 9010                  |              |
| REVENUE OBJECT   | 8699          | 8791                  |              |
| LOCAL DESCRIPTION (if any)   | 99.000.9010.1 | 99.901.5610.1         |              |
| <b>AWARD</b>   |               |                       |              |
| 1. Prior Year Carryover  |               |                       | 0.00         |
| 2. a. Current Year Award   | 5,473.80      | 639,484.00            | 644,957.80   |
| b. Other Adjustments   |               | 857,965.80            | 857,965.80   |
| c. Adj Curr Yr Award<br>(sum lines 2a & 2b)  | 5,473.80      | 1,497,449.80          | 1,502,923.60 |
| 3. Required Matching Funds/Other   |               |                       | 0.00         |
| 4. Total Available Award<br>(sum lines 1, 2c, & 3)   | 5,473.80      | 1,497,449.80          | 1,502,923.60 |
| <b>REVENUES</b>  |               |                       |              |
| 5. Unearned Revenue Deferred from<br>Prior Year  |               |                       | 0.00         |
| 6. Cash Received in Current Year   | 5,473.80      | 1,497,449.80          | 1,502,923.60 |
| 7. Contributed Matching Funds  |               |                       | 0.00         |
| 8. Total Available (sum lines 5, 6, & 7)   | 5,473.80      | 1,497,449.80          | 1,502,923.60 |
| <b>EXPENDITURES</b>  |               |                       |              |
| 9. Donor-Authorized Expenditures   | 1,180.77      | 1,497,449.80          | 1,498,630.57 |
| 10. Non Donor-Authorized<br>Expenditures   |               |                       | 0.00         |
| 11. Total Expenditures (lines 9 & 10)  | 1,180.77      | 1,497,449.80          | 1,498,630.57 |
| 12. Amounts Included in Line 6 above<br>for Prior Year Adjustments                                   |               |                       | 0.00         |
| 13. Calculation of Unearned Revenue<br>or A/P, & A/R amounts<br>(line 8 minus line 9 plus line 12)   | 4,293.03      | 0.00                  | 4,293.03     |
| a. Unearned Revenue  | 4,293.03      |                       | 4,293.03     |
| b. Accounts Payable  |               | 0.00                  | 0.00         |
| c. Accounts Receivable   |               |                       | 0.00         |
| 14. Unused Grant Award Calculation<br>(line 4 minus line 9)  | 4,293.03      | 0.00                  | 4,293.03     |
| 15. If Carryover is allowed,<br>enter line 14 amount here  | 4,293.03      | 0.00                  | 4,293.03     |
| 16. Reconciliation of Revenue<br>(line 5 plus line 6 minus line 13a<br>minus line 13b plus line 13c) | 1,180.77      | 1,497,449.80          | 1,498,630.57 |



2014-15 Unaudited Actuals  
LOCAL AWARDS,  
REVENUES, AND EXPENDITURES - ALL FUNDS  
SCHEDULE FOR CATEGORICALS SUBJECT TO RESTRICTED ENDING BALANCES

| LOCAL PROGRAM NAME                                       | Get Set       | TOTAL     |
|--|---------------|-----------|
| RESOURCE CODE  | 9010          |           |
| REVENUE OBJECT   | 8699          |           |
| LOCAL DESCRIPTION (if any)                               | 99.000.9971.1 |           |
| <b>AWARD</b>   |               |           |
| 1. Prior Year Restricted Ending Balance                  | 9,986.47      | 9,986.47  |
| 2. a. Current Year Award                                 | 4,600.00      | 4,600.00  |
| b. Other Adjustments                                     |               | 0.00      |
| c. Adj Curr Yr Award (sum lines 2a & 2b)                 | 4,600.00      | 4,600.00  |
| 3. Required Matching Funds/Other                         |               | 0.00      |
| 4. Total Available Award (sum lines 1, 2c, & 3)          | 14,586.47     | 14,586.47 |
| <b>REVENUES</b>  |               |           |
| 5. Cash Received in Current Year                         | 4,600.00      | 4,600.00  |
| 6. Amounts Included in Line 5 for Prior Year Adjustments |               | 0.00      |
| 7. a. Accounts Receivable (line 2c minus lines 5 & 6)    | 0.00          | 0.00      |
| b. Noncurrent Accounts Receivable                        |               | 0.00      |
| c. Current Accounts Receivable (line 7a minus line 7b)   | 0.00          | 0.00      |
| 8. Contributed Matching Funds                            |               | 0.00      |
| 9. Total Available (sum lines 5, 7c, & 8)                | 4,600.00      | 4,600.00  |
| <b>EXPENDITURES</b>                                      |               |           |
| 10. Donor-Authorized Expenditures                        | 14,586.47     | 14,586.47 |
| 11. Non Donor-Authorized Expenditures                    |               | 0.00      |
| 12. Total Expenditures (line 10 plus line 11)            | 14,586.47     | 14,586.47 |
| <b>RESTRICTED ENDING BALANCE</b>                         |               |           |
| 13. Current Year (line 4 minus line 10)                  | 0.00          | 0.00      |

Unaudited Actuals  
2014-15 Unaudited Actuals  
Schedule of Long-Term Liabilities

|  | Unaudited<br>Balance<br>July 1 | Audit<br>Adjustments/<br>Restatements | Audited<br>Balance<br>July 1 | Increases | Decreases | Ending Balance<br>June 30 | Amounts Due Within<br>One Year |
|--|--------------------------------|---------------------------------------|------------------------------|-----------|-----------|---------------------------|--------------------------------|
| <b>Governmental Activities:</b>                |                                |                                       |                              |           |           |                           |                                |
| General Obligation Bonds Payable               |                                |                                       | 0.00                         |           |           | 0.00                      |                                |
| State School Building Loans Payable            |                                |                                       | 0.00                         |           |           | 0.00                      |                                |
| Certificates of Participation Payable          |                                |                                       | 0.00                         |           |           | 0.00                      |                                |
| Capital Leases Payable                         |                                |                                       | 0.00                         |           |           | 0.00                      |                                |
| Lease Revenue Bonds Payable                    |                                |                                       | 0.00                         |           |           | 0.00                      |                                |
| Other General Long-Term Debt                   |                                |                                       | 0.00                         |           |           | 0.00                      |                                |
| Net Pension Liability                          |                                |                                       | 0.00                         |           |           | 0.00                      |                                |
| Net OPEB Obligation                            |                                |                                       | 0.00                         |           |           | 0.00                      |                                |
| Compensated Absences Payable                   | 706.69                         | 1,795.07                              | 2,501.76                     |           |           | 2,501.76                  |                                |
| Governmental activities long-term liabilities  | 706.69                         | 1,795.07                              | 2,501.76                     | 0.00      | 0.00      | 2,501.76                  | 0.00                           |
| <b>Business-Type Activities:</b>               |                                |                                       |                              |           |           |                           |                                |
| General Obligation Bonds Payable               |                                |                                       | 0.00                         |           |           | 0.00                      |                                |
| State School Building Loans Payable            |                                |                                       | 0.00                         |           |           | 0.00                      |                                |
| Certificates of Participation Payable          |                                |                                       | 0.00                         |           |           | 0.00                      |                                |
| Capital Leases Payable                         |                                |                                       | 0.00                         |           |           | 0.00                      |                                |
| Lease Revenue Bonds Payable                    |                                |                                       | 0.00                         |           |           | 0.00                      |                                |
| Other General Long-Term Debt                   |                                |                                       | 0.00                         |           |           | 0.00                      |                                |
| Net Pension Liability                          |                                |                                       | 0.00                         |           |           | 0.00                      |                                |
| Net OPEB Obligation                            |                                |                                       | 0.00                         |           |           | 0.00                      |                                |
| Compensated Absences Payable                   |                                |                                       | 0.00                         |           |           | 0.00                      |                                |
| Business-type activities long-term liabilities | 0.00                           | 0.00                                  | 0.00                         | 0.00      | 0.00      | 0.00                      | 0.00                           |



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
JOINT POWERS GOVERNING BOARD MEETING  
September 16, 2015

**ACTION ITEM – 9.7**

**AGENDA ITEM:**

9.7 – Approval of Personnel Document #091615

**RECOMMENDED ACTION:**

Approve Personnel Document #091615, as presented.

**BACKGROUND:**

The Board must act on all issues regarding employees of the TVROP. The Personnel Document specifies each area, to include new Rehires, resignations, retirements and vacancies.

**FISCAL IMPACT:**

Personnel expenses are included in the proposed 2015-16 budget.

**SUPPORTING DOCUMENTS:**

- Personnel Document #091615

Moved by:

Seconded by:

Passed by:

**PERSONNEL DOCUMENT #091615**

**TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
High School Program**

| <b>Name / FTE</b>                    | <b>Description / Location</b>                                     | <b>Effective Date</b> | <b>Superintendent's Recommendation</b> |
|--------------------------------------|---|-----------------------|--|
| <b><u>2015-2016 CERTIFICATED</u></b> |   |                       |  |
| Fabiola Salceda<br>.75               | Dev. Psychology of Children<br>Instructor<br>Foothill High School | 08/19/2015            | Approve                                |
| Kelly Mogilefsky<br>.40              | English/AVID<br>Middle College                                    | 08/10/2015            | Approve                                |
| Michael Duarte<br>.20                | Social Science<br>Middle College                                  | 08/10/2015            | Approve                                |
|                                      |   |                       |  |