



Tri-Valley Regional Occupational Program

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JOINT POWERS GOVERNING BOARD Minutes for the Regular Board Meeting May 18, 2016

1. CALL TO ORDER / ROLL CALL – 5:00 pm

Chairperson Laursen called the meeting to order at 5:02 pm.

Roll Call/Establishment of Quorum

Joan Laursen, Chairperson

Dan Cunningham, Trustee

Julie Duncan, Secretary to the Board

Chuck Rogge, Vice Chairperson, joined the meeting at 6:06 pm

2. PUBLIC COMMENT

None

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

3.1 Public Employee Discipline/Dismissal/Release/Leave/Employment

3.2 Public Employee Performance Evaluation/Goals (2015-16)

Title: Superintendent

4. RECONVENE TO OPEN SESSION 6:00 pm

4.1 Flag Salute - 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.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Cunningham	Laursen	2	0	0	1

4.3 Announcement of Any Reportable Actions Taken in Closed Session

Chairperson Laursen reported that during closed session the Board took action to not reelect temporary certificated employee #A pursuant to Ed Code section 44954(b) and 44929.21 and directed Superintendent or designee to send the appropriate written notices. Roll Call vote as follows:

Ayes: Laursen, Cunningham

Noes: None

Absent: Rogge

Abstain: None

5. PUBLIC COMMENT

Glen Sparks, on behalf of PUSD, thanked Lynette, Fred and ROP for all the tremendous work on the Alameda County Inmate Education RFP.

6. RECOGNITIONS

- 6.1 Chairperson Laursen asked Superintendent Duncan to introduce the recognition for Lynette Marshall and gave background on the RFP to Alameda County Inmate Services.

Mr. Rutledge, Principal of Corrections addressed the Board and expanded on Lynette's contribution and her great contacts in community.

Lynette thanked the Board and all our staff for their help and for this recognition.

- 6.2 Chairperson Laursen asked Superintendent Duncan to introduce the recognition of Christine Capitani-Buckley for her award of Teacher of the Year for Tri-Valley ROP. Ms. Kathleen Frazer, Administrative Program Director spoke about Christine's award as TVROP Teacher of the Year and thanked Christine for her continued service to the students of the Tri-Valley.

- 6.3 Chairperson Laursen asked Superintendent Duncan to introduce the recognition of Martin Hernandez, Granada High School student, Debbie Nelson's marketing class.

Martin could not join us, Ms. Duncan read his recognition.

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.

<i>Moved</i>	<i>Seconded</i>	<i>Ayes</i>	<i>Noes</i>	<i>Abstain</i>	<i>Absent</i>
Rogge	Cunningham	3	0	0	0

CONSENT - MOTIONS

- 7.1 **Approval of Minutes from the Regular Board Meeting of February 3, 2016**
The Board will consider approving minutes from the February 3, 2016 Board Meeting.
- 7.2 **Approval of Minutes from the Special Board Meeting of March 9, 2016**
The Board will consider approving minutes from the March 9, 2016 Board Meeting.
- 7.3 **Approval of Bill and Salary Reports – February 1, 2016 – April 30, 2016**
The Board will consider the approval of Bill and Salary warrants which show the District's operating and salary expenditures for the prior three months.
- 7.4 **Approval of Purchase Order Summary – February 1, 2016 – April 30, 2016**
The Board will consider the approval of the purchase order summary which shows encumbrances of District funds for the prior three months.

CONSENT - RESOLUTION

- 7.5 **Approval of Resolution No. 2015-16.11**
Ms. Duncan gave a summary of Ms. Palmer's 20 year career and Board Members read the resolution to commend Ms. Palmer.

Ayes: Laursen, Cunningham, Rogge

Noes: None

Abstain: None

Absent: None

8. DEFERRED CONSENT ITEMS - None

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 Course Offerings Schedule for 2016 - 2017 - information

Superintendent Duncan gave an overview of the expansion of programs and the 2016/2017 school year. TVROP had over 250 applications for the Nursing and Med Occupations programs alone. In Nursing and Medical Occupations Nancy McNeil and Christine Buckley will be reaching out to employers this summer to get new internship sites for the additional course being added at Foothill High.

Christine Buckley arrived and gave information and an overview on what we are looking for in sites. Kaiser has agreed to give us more slots. A memory care facility will also give us more seats. Our students get actual day to day real life experiences.

Ms. Laursen asked what would a possible site need to do to bring in students and Superintendent Duncan reviewed what the steps are.

Mr. Cunningham has a John Muir connection he will introduce to Ms. Buckley and Ms. Laursen knows of a dentist's office that may have internship space available.

9.2 Approval Personnel Document #051816 - action

Superintendent Duncan reviewed the retirement, vacancies and resignations.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Rogge	Laursen	3	0	0	0

9.3 Approval of Salary Schedule Increase for 2016-2017 - action

Approve as presented; 2016-2017 Certificated Salary Schedule A, Classified Salary Schedule, Confidential Salary Schedule and Management Salary Schedule.

We adjusted salaries by 5% last year and all member districts did something similar. In keeping with the Board recommendation of a 3 – 5 year plan to bring salary schedules more in alignment, this year 3% is recommended.

Mr. Rogge asked how the increases will look at in the budget over our multi-year projection. Superintendent Duncan explained the JPGB JPA Agreement “up to” 4% possible increase per year. This is has not been requested in 16/17.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Laursen	Rogge	3	0	0	0

9.4 Cosmetology Contract Renewal for 2016-2017 - action

Superintendent Duncan reviewed the past year program and expectations for 16/17. Plan is to expand and possibly move, add students, and possibly open large new facility in the future. Agreement is exactly the same as last year.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Rogge	Cunningham	3	0	0	0

10. CORRESPONDENCE

- Letter from Alameda County Office of Education, Second Interim Report 2015-2016

11. SUPERINTENDENT'S REPORT

Superintendent, Duncan reported on the following recent activity.

- Spring cleaning in the office and storage
- TEC 25th Year Celebration
- CAROP Coastal meeting sharing info
- Middle College update
- Dublin Board Meeting
- PUSD Board Meeting next week 5/24
- In-service 5/25, join us for dinner at 5
- Welding Camp planning for this summer
- Concurrent Enrollment
- CTEIG guidelines
- DGI Grant
- TEC Grant, all equip ordered
- A - G approvals, commended Heather Morelli, our courses are 80 % A-G, 93% college credit
- Server crash and working on a new server.
- SRJ - Sandy Turner II Ribbon Cutting Ceremony
- Attended PUSD Education Summit and met the new Superintendent
- New - ACSA - State Region 6 delegate
- New - NCS Alameda County Athletics Representative
- College & Career Fair at Foothill, October 13th working with Tami Raaker and Solana Olsen

12. BOARD MEMBER REPORTS

None

13. ANNOUNCEMENTS

- The next Regular Meeting of the Joint Powers Governing Board is scheduled for Wednesday, June 15, 2016.

14. ADJOURNMENT

There being no further business, Chairperson Laursen adjourned the meeting at 6:49 pm.

Original Signed

Submitted,

Julie Duncan
Secretary to the Board

*Approved and entered into the proceedings
of the Board this 15th day of June, 2016.*

Joan Laursen
Board Chairperson

JL: JD: as