



**Tri-Valley Regional Occupational Program**  
1040 Florence Road, Livermore, CA 94550  
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**JOINT POWERS GOVERNING BOARD**  
**Minutes for the Regular Board Meeting and Budget Hearing**  
**June 14, 2017**  
**5:00 pm Closed Session, 6:00 pm Open Session**

1. **CALL TO ORDER / ROLL CALL – 5:00 pm**  
Chairperson Cunningham called the June 14, 2017 Joint Powers Governing Board of Tri-Valley ROP meeting to order at 5:14 pm.

**Roll Call/Establishment of Quorum**

Dan Cunningham, Chairperson  
Chuck Rogge, Vice Chairperson  
Julie Duncan, Secretary to the Board

Member, Joan Laursen, absent

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**  
**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.

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

- 4.3 Announcement of Any Reportable Action Taken in Closed Session**  
No action was taken in closed session.

5. **PUBLIC HEARING**

**Public Hearing on the 2017- 2018 Budget**

Open Hearing for the 2017 - 2018 Tri-Valley Regional Occupational Program Budget held in Compliance with California Education Code 42103 was called to order by Chairperson Cunningham. The hearing opened at 6:05 pm, Chairperson Cunningham called for public comment and seeing none, closed the hearing at 6:06 pm.

6. **PUBLIC COMMENT** - None

**7. RECOGNITIONS**

**7.1 Nancy McNeil – Teacher of the Year**

Mrs. McNeil was unable to attend but Superintendent Duncan spoke about Mrs. McNeil and her being selected as TVROP Teacher of the Year.

**7.2 Douglas Den Hartog**

Heather Morelli spoke of Douglas' contributions to the Amador Valley DECA program and his willingness to assume such large and successful business program mid-year.

**7.3 Coordinating Council**

Superintendent Duncan presented a heartfelt thank you to Cindy Alba for her support to Tri-Valley ROP and her passion for educating ALL children. She will be greatly missed and we wish her a happy and healthy retirement.

**8. 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.

**CONSENT - MOTIONS**

**8.1 Approval of Minutes from the Regular Board Meeting of March 8, 2017**

**8.2 Approval of Bill and Salary Warrants – March, April and May 2017**

**8.3 Approval of Purchase Order Summary – March 1 – May 31 2017**

**8.4 Approval of Memorandums of Understanding with Member Districts**

**8.5 Approval of Memorandums of Understanding with Livermore Valley Joint Unified School District for Services during 2017 - 2018**

**8.6 Approval of Memorandums of Understanding with Member Districts for Transition Specialist Services for 2017 – 2018**

**8.7 Approval of TVROP Certificated Performance Evaluation**

**8.8 Authorization to Surplus Equipment**

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

**9. DEFERRED CONSENT ITEMS – None**

**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 Proposed Budget Adoption for 2017 – 2018 – action**

Teresa Fiscus, Fiscal Director reviewed the budget. Each report was explained in detail and time given for questions.

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

**10.2 Approval of Master Schedule for 2017 – 2018**

Mr. Rogge asked about Middle College and funding. Cost is about \$4800 per student and the districts receive, on average \$9100. Mr. Cunningham asked about the demand. TVROP will be able to accommodate 140 students in fall of 2018 and will

have 105 students in the fall of 2017.

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

**10.3 Approval of Personnel Document #061417 - 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.

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

**10.4 Work-Based Learning Coordinator – information**

Heather Morelli, presented on Work Based Learning (WBL). She gave relevant examples of WBL, what the grants expect, our goals and what WBL looks like in our different programs. Ms. Morelli also presented a video on our WBL partnerships.

**10.5 Office Layout Reorganization – information/action**

Superintendent Duncan talked about the needs of office space for staff and presented information on the proposed layout and reorganization of the district office.

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

**11. CORRESPONDENCE**

- ACOE 2016-17 Second Interim Report Approval

**12. SUPERINTENDENT'S REPORT**

Superintendent Duncan reported on the following recent meetings, activities and/ or legislation.

- Cosmetology program will be completed in August
- Discussed Leg Act AB45, Bipartisan CTE Incentive Grant funds to continue, currently suspended. School Services JPA
- Attended Employment Law Conference presented by our Attorney
- Spoke about the Member Districts and LPC Tri-Valley Partnership meetings, which included dual enrollment courses, CATEMA and articulation. The group meets three times a year
- TEC End of Year Celebration was in April, it was the earliest ever
- Attended ACOE meetings and Superintendent Monroe asked Superintendent Duncan to represent the ACOE on the CALPADS CTE alignment
- Led CALPADS CTE alignment meeting that included 16 participants from the Member Districts in order to prepare for the State meeting.
- Will be attending the CAROCP Conference on Sunday to Wednesday
- Discussed possible uses of Adult Education funding to support Member Districts
- Reported on the Middle College Graduation, we have great pride in what has been accomplished.
- Staff in service will take place on August 9<sup>th</sup>

Mr. Sparks, made a comment about the CALPADS CTE alignment meeting. He spoke to the changes and how the meeting was a great support so that all districts are on the same page. He stated the Tri-Valley will walk in very prepared.

**13. BOARD MEMBER REPORTS**

Board members may wish to report on their recent activities.

Mr. Rogge wants to have a report back on the Member Districts / TVROP contracts in relation to all our programs including facilities and leasing agreements.

Mr. Cunningham would like a report on Middle College, how many students attended and their completed credits.

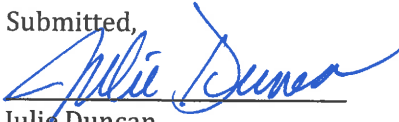
Superintendent Duncan spoke of Officer Floyd Gill who retired from TVROP three years ago. He lost his long battle with cancer. He made every moment count. He bought the car of his dreams and visited all his family. He wrote two children's books about his career as a Resource Officer. Superintendent Duncan read the forward from his book and held a moment of silence in his memory.

**14. ANNOUNCEMENTS**

- The next Regular Meeting of the Board will be held September 6, 2017 at 5:00 pm closed session, and 6:00 pm open session, unless otherwise posted.

**15. ADJOURNMENT**

There being no further business, Chairperson Cunningham adjourned the meeting at 7:33 pm.

Submitted,  
  
Julie Duncan  
Secretary to the Board

Original Signed

*Approved and entered into the proceedings  
of the Board this 6<sup>th</sup> day of September, 2017.*

  
Dan Cunningham  
Board Chairperson

DC:JD:as