



Tri-Valley Regional Occupational Program

1040 Florence Road, Livermore, CA 94550

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

JOINT POWERS GOVERNING BOARD

Agenda for the Regular Board Meeting and Budget Hearing

June 14, 2017

5:00 pm Closed Session, 6:00 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 **6.0, 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

Dan Cunningham, Chairperson
(925) 808-1084
cunninghamdan@dublinusd.org
Member District: Dublin USD

Chuck Rogge, Vice Chairperson
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Member District:
Livermore Valley Joint USD

Joan Laursen, Member
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Member District: Pleasanton USD

Julie Duncan, Superintendent
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Secretary to the Governing Board

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

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

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.
 - 4.3 **Announcement of Any Reportable Action 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.

Chairperson Cunningham will open the hearing, call for public comment and close the hearing.

Note: Item 10.1 contains the recommended 2017 - 2018 budget.

6. **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.

7. **RECOGNITIONS**
 - 7.1 **Nancy McNeil – Teacher of the Year**
 - 7.2 **Douglas DenHartog**
 - 7.3 **Coordinating Council**

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. 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

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

The Board will consider the approval of the minutes from the March 8, 2017 Board Meeting.

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

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.

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

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

8.4 Approval of Memorandums of Understanding with Member Districts

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.

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

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.

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

The Board will consider approving the MOU's between TVROP, Dublin, Livermore Valley Joint, Pleasanton Unified School Districts and Tri-Valley One Stop for shared services of a Transition Specialist with costs reimbursable to TVROP.

8.7 Approval of TVROP Certificated Performance Evaluation

The Board will consider the revised Certificated Performance Evaluation form for Board Approval.

8.8 Authorization to Surplus Equipment

California Education Code 17545 authorizes school districts to sell or dispose of surplus property.

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 Proposed Budget Adoption for 2017 – 2018 – action

Following the mandated Public Hearing on the 2017-18 budget, it is appropriate for the Board to consider approval.

10.2 Approval of Master Schedule for 2017 – 2018

The Board will consider approval of the 2017-2018 Course Schedule.

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.

10.4 Work-Based Learning Coordinator – information

Staff will present information on the progress towards implementation of Work Based Learning across the curriculum.

10.5 Office Layout Reorganization – information/action

Staff will present information on proposed layout reorganization of the district office.

11. CORRESPONDENCE

- ACOE 2016-17 Second Interim Report Approval

12. SUPERINTENDENT'S REPORT

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

13. BOARD MEMBER REPORTS

Board members may wish to report on their recent activities.

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

JD/as



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
June 14, 2017

CONSENT CALENDAR – MOTION – 8.1

AGENDA ITEM:

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

RECOMMENDED ACTION:

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

BACKGROUND:

The minutes from the Regular Board Meeting of March 8, 2017 are presented for Board Approval.

FISCAL IMPACT:

None

SUPPORTING DOCUMENTS:

- Minutes of March 8, 2017 Regular Board Meeting



Tri-Valley Regional Occupational Program

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

JOINT POWERS GOVERNING BOARD

Minutes for the Regular Board Meeting of March 8, 2017

5:00 pm Closed Session

6:00 pm Open Session

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

Vice Chairperson Rogge called the meeting to order at 5:05 pm.

Roll Call / Establishment of Quorum

Dan Cunningham, Chairperson, absent

Chuck Rogge, Vice Chair

Joan Laursen, Trustee

Julie Duncan, Secretary to the Board

2. PUBLIC COMMENT – None

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

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

3.2 Conference with Labor Negotiator – Unrepresented Employee

Unrepresented Employee: Superintendent

4. RECONVENE IN OPEN SESSION

4.1 Flag Salute – Pledge of Allegiance

4.2 Approval of the Agenda

Superintendent Duncan noted the following changes to the agenda;

Item 9.2 Second Interim Report, change of pages 272 to 276 of full board packet, new pages presented on Blue Sheet.

Item 9.3 Director of College & Career Readiness job description, change of pages 297 to 299 of full board packet, new pages presented on Blue Sheet.

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

4.3 Announcement of Any Reportable Action Taken in Closed Session

Board took action to release two temporary employees, employee 1617-1 and employee 1617-2, according to Education Code 44954 B, at the end of the school year and instructs the Superintendent or designee to send out the appropriate notices to the employees.

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

5. PUBLIC COMMENT – None

6. RECOGNITIONS

6.1 Recognition of Amy Brown

Superintendent Duncan commended Amy Brown and complemented her on the outstanding job she is doing already after only being in the position for the last five months. Middle College has 131 junior applications for next year already.

TVROP is currently discussing the addition a second junior class if funding is available to accommodate the growth.

6.2 Recognition of Nakisha Harris

Heather Morelli presented Nakisha Harris (Kisha) and spoke of her accomplishments with not only her class at Dublin High but in the development of the Criminal Justice Academy. Kisha has great rapport at LPC and was helpful in securing classroom space for the Academy which has been articulated for 12 units and we have received positive feedback from Dublin admin and students.

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 January 25, 2017

The Board approved minutes from the January 25, 2017 Board Meeting.

7.2 Approval of Bill and Salary Reports – January 1 – February 28, 2017

The Board approved Bill and Salary warrants which show the District's operating and salary expenditures for the prior two months.

7.3 Approval of Purchase Order Summary – January 1 – February 28, 2017

The Board approved the purchase order summary which shows encumbrances of District funds for the prior two months.

7.4 Acceptance of Donations

The Board approved donations received through February 14, 2017.

7.5 Acceptance of Audit Engagement

The Board approved a three year Audit Engagement Contract with current Audit Firm, Nigro & Nigro.

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

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 TVROP Course Outlines - action

Heather Morelli, Program Coordinator, presented the TVROP course outlines in the new template. This template is approved by the CTEIG State Technical Assistance Provider.

Heather attended trainings in the fall to work on formatting. Staff attended two

professional development days to assist them in their writing.

Ms. Laursen commented that it is so nice to see a clearly written and understandable format, well done.

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

9.2 Approval of the Second Interim Report - action

Superintendent Duncan introduced Teresa Fiscus, Fiscal Director for LVJUSD.

Ms. Fiscus explained the Technical Review checklist, and how the TVROP financial system uploads data into the SACS software. SACS only accepts a fund 01, not 99, 99 is TVROP and this is to keep LVJUSD and TVROP separate in the system. The SACS software mistakenly registered both funds and the correction is listed on the Blue Sheet pages. Ms. Fiscus asked the Board for input and/or questions after each report and asked the Board to approve the Second Interim with a positive certification.

Ms. Laursen asked if there will be deficit spending going forward?

Superintendent Duncan explained the spending plan and it's relation to Middle College.

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

9.3 Approval of Director of College & Career Readiness Position - action

Superintendent Duncan explained the need of this position, what it will be able to do for our districts and how our priority is to serve the districts in all their CTE needs.

Mr. Rogge asked about adding this position if MC is undecided in the future?

Superintendent Duncan explained the position funding.

Beth Cutter added a statement about how important it would be to have someone to attend the many, many meetings as representative of all the districts in the Tri-Valley.

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

9.4 Approval of Coordinator of Middle College Position - action

Superintendent Duncan presented position for the Coordinator of Middle College.

Mr. Rogge asked about only requirement being Master's degree?

Superintendent Duncan explained the overall requirement for the position.

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

9.5 Approval of Modifications and Revisions to the Management Salary Schedule - action

Superintendent Duncan presented the Management Salary Schedule, explained the changes and asked for approval.

Mr. Rogge asked why is per diem listed?

Superintendent Duncan explained why per diem is listed for reporting to STRS

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

10. CORRESPONDENCE

- Alameda County Office of Education, 2016-17 First Interim Report

Mr. Rogge reviewed the letter form the Alameda County Office of Education

11. SUPERINTENDENT'S REPORT

Superintendent Duncan reported on the following activities and meetings;

- Cosmetology program closure, moving of all the equipment and preparations to sell equipment
- Attended the ACSA Superintendent's Conference in February, great networking and was asked about serving on an interview committee, and changes coming to STRS
- Attended a third meeting with City of Livermore about the Tri-Valley Career Center – explained there is in-kind assistance but no funding is available for the project
- Tri-Valley Partnerships meeting – districts and Las Positas for dual enrollment
- Meetings with all Districts about CTEIG credentialing requirements
- Educating for Careers, California Partnership Academy funding will now go to Community Colleges and Credentialing for teachers that have been teaching but don't have recent industry requirement
- CalPads meeting and coding changes to course sequence, this is the last year of funding for CCPT
- Middle College, sign ups have been huge, many families from PUSD, Livermore, and Dublin, 131 student applications just for the incoming junior class
- Adult Education meeting with representative from all three districts, as well as, Fred Rutledge, Lynette Marshall and Tri-Valley One Stop. It was a great meeting with some goal setting
- Numbers from registrations are high and looking great
- Meeting with AMR, American Medical Responder and Melanie Shelby. Issues are placements and facilities. AMR wants to connect with County and they are going to build facilities and would build classrooms for us. We are finding that industry wants to build connections directly because of employee shortages

Ms. Laursen asked about the access period at Amador?

Ms. Duncan explained how the double block classes can still travel. Single classes cannot meet the class times. Criminal Justice and Sports Medicine II are the classes that have issues. Amador will not hold classes that other students can travel to.

12. BOARD MEMBER REPORTS

Mr. Rogge noted the State Supreme Court ruling in regard to Public Records Requests; an employee's personal email and/or phone can be requested.

Ms. Laursen noted that we should look at options for TVROP Board Member email.

Mr. Rogge also noted there is a Bill before the Assembly to not have school start before 8:30 am.

Mr. Rogge attended Livermore High Career night and the TVROP table was well attended.

Ms. Laursen asked Superintendent Duncan to contact Scott Raty about doing a presentation for the Pleasanton Chamber.

13. ANNOUNCEMENTS

- The next Regular Meeting of the Joint Powers Governing Board is scheduled for Wednesday, June 14, 2017.

14. ADJOURNMENT

There being no further business, Vice Chairperson Rogge adjourned the meeting at 7:30 pm.

Original Signed

Submitted,

Julie Duncan
Secretary to the Board

*Approved and entered into the proceedings
of the Board this 14th day of June, 2017.*

Dan Cunningham
Board Chairperson

DC:JD:as



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
 JOINT POWERS GOVERNING BOARD MEETING
 June 14, 2017

CONSENT CALENDAR – MOTION – 8.2

AGENDA ITEM:

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

RECOMMENDED ACTION:

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

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. All of the warrants have been approved by the Alameda County Office of Education.

FISCAL IMPACT:

Operating expenditures were \$183,644.58 and payroll related expenditures were \$663,610.05

SUPPORTING DOCUMENTS:

- Warrant – Disbursements Chart

WARRANT – DISBURSEMENTS	March 2017	April 2017	May 2017	TOTAL FOR PERIOD
PAYROLL RELATED	\$221,320.37	\$218,692.22	\$223,597.46	\$663,610.05
BOOKS/SUPPLIES	\$4,237.70	\$5,637.63	\$2,175.03	\$12,050.36
SERVICES	\$83,482.42	\$36,724.90	\$51,386.90	\$171,594.22
TOTAL	\$309,040.49	\$261,054.75	\$277,159.39	\$847,254.63

- Transaction Listing March, April and May 2017

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	143,997.65	0.00	143,997.65
**	Total 2000	By Major Object	(1)	DR-CR	40,755.91	0.00	40,755.91
**	Total 3000	By Major Object	(1)	DR-CR	36,566.81	0.00	36,566.81
**	Total 4000	By Major Object	(1)	DR-CR	4,753.06	515.36	4,237.70
**	Total 5000	By Major Object	(1)	DR-CR	102,108.22	18,625.80	83,482.42
			** G R A N D T O T A L **	DR-CR	328,181.65	19,141.16	309,040.49

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	136,739.84	0.00	136,739.84
**	Total 2000	By Major Object	(1)	DR-CR	41,099.92	0.00	41,099.92
**	Total 3000	By Major Object	(1)	DR-CR	40,852.46	0.00	40,852.46
**	Total 4000	By Major Object	(1)	DR-CR	7,491.12	1,853.49	5,637.63
**	Total 5000	By Major Object	(1)	DR-CR	38,054.32	1,329.42	36,724.90
			** G R A N D T O T A L **	DR-CR	264,237.66	3,182.91	261,054.75

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	144,332.45	0.00	144,332.45
**	Total 2000	By Major Object	(1)	DR-CR	42,546.78	0.00	42,546.78
**	Total 3000	By Major Object	(1)	DR-CR	36,718.23	0.00	36,718.23
**	Total 4000	By Major Object	(1)	DR-CR	2,181.02	5.99	2,175.03
**	Total 5000	By Major Object	(1)	DR-CR	59,308.06	7,921.16	51,386.90
			** G R A N D T O T A L **	DR-CR	285,086.54	7,927.15	277,159.39



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
June 14, 2017

CONSENT CALENDAR – MOTION – 8.3

AGENDA ITEM:

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

RECOMMENDED ACTION:

As part of the Consent Calendar, approve the Summary of Purchase Orders, as presented.

BACKGROUND:

A summary of purchase orders is presented for Board approval under the Consent Calendar at each regular JPGB meeting and includes the purchase orders generated during the period since the last regular Board meeting. By issuing Purchase Orders the District is setting aside, or encumbering, funds for a specific purpose.

FISCAL IMPACT:

Total funds encumbered for this period are \$178,868.03

- March 2017, \$84,590.23
- April 2017, \$82,277.16
- May 2017, \$12,000.64

SUPPORTING DOCUMENTS:

- Purchase Order Descriptive Summary, March 1 – May 31, 2017

LIVERMORE VALLEY JOINT UNIFIED SCHOOL DISTRICT

PURCHASE ORDER DESCRIPTIVE SUMMARY

<u>PO #</u>	<u>VENDOR NAME</u>	<u>REQUESTED BY</u>	<u>OBJECT DESCRIPTION</u>	<u>DATE</u>	<u>AMOUNT</u>
R17209	TOWN & COUNTRY RESORT &	BROWN/MID COLL/TVROP	Travel & Conferences	03/10/2017	1,618.47
R17210	TWO MEN AND A TRUCK	SPALASSO/TVROP	Contracted Services	03/10/2017	215.00
R17211	HOLIDAY INN EXPRESS	LANG/TVROP	Travel & Conferences	03/10/2017	1,107.12
R17212	SOUTHWEST AIRLINES	NELSON/GHS/TVROP	Travel & Conferences	03/10/2017	171.88
R17213	QES COMPUTERS	NYSWONGER/TVROP	Materials & Supplies	03/10/2017	456.73
R17214	QES COMPUTERS	NYSWONGER/TVROP	Materials & Supplies	03/10/2017	424.53
R17215	AMAZON.COM CORPORATE CREDIT	NYSWONGER	Materials & Supplies	03/10/2017	103.44
R17216	SOUTHWEST AIRLINES	SPALASSO/TVROP	Travel & Conferences	03/10/2017	335.76
R17217	DOUBLE TREE HOTEL	SPALASSO/TVROP	Travel & Conferences	03/16/2017	366.42
R17218	ATKINSON ANDELSON LOYA RUUD &	SPALASSO/TVROP	Travel & Conferences	03/16/2017	248.00
R17219	CALIF DECA	RAAKER/TVROP	Travel & Conferences	03/16/2017	1,650.00
R17220	SOUTHWEST AIRLINES	MORGAN/TVROP	Travel & Conferences	03/16/2017	287.88
R17221	CALIF DECA	MORGAN/TVROP	Travel & Conferences	03/16/2017	1,410.00
R17222	OFFICE DEPOT	SALCEDA/TVROP	Materials & Supplies	03/16/2017	100.00
R17223	LIVERMORE VALLEY JOINT UNIFIED	SPALASSO/TVROP	Contracted Services	03/23/2017	76,095.00

Grand Total: 84,590.23

LIVERMORE VALLEY JOINT UNIFIED SCHOOL DISTRICT

PURCHASE ORDER DESCRIPTIVE SUMMARY

<u>PO #</u>	<u>VENDOR NAME</u>	<u>REQUESTED BY</u>	<u>OBJECT DESCRIPTION</u>	<u>DATE</u>	<u>AMOUNT</u>
R17224	SOUTHWEST AIRLINES	BROWN/TVROP	Travel & Conferences	04/11/2017	499.74
R17225	ACSA REGION VI	SPALASSO/TVROP	Dues & Memberships	04/11/2017	180.00
R17226	BEAUTY SYSTEMS GROUP LLC DBA	MORELLI/TVROP	Travel & Conferences	04/11/2017	513.00
R17227	FINISH MASTER	RANDALL/LHS/TVROP	Materials & Supplies	04/11/2017	1,002.36
R17228	BAY AREA AIR QUALITY MANAGEMENT	SIMS/TVROP	Fees & Assessments	04/18/2017	576.00
R17229	BART/SF BAY AREA RAPID TRANS GRP	SPALASSO/TVROP	Materials & Supplies	04/18/2017	320.00
R17230	DESIGNS SCHOOL OF COSMETOLOGY INC	MORELLI/TVROP	Contracted Services	04/18/2017	60,000.00
R17231	HOMEWOOD SUITES BY HILTON	NYSWONGER/TVROP	Travel & Conferences	04/18/2017	1,099.36
R17232	MEDCO SUPPLY CO	HELFRICH/TVROP	Materials & Supplies	04/18/2017	76.74
R17233	LIVERMORE PLEASANTON FIRE DEPT	SPALASSP/TVROP	Fees & Assessments	04/18/2017	766.00
R17234	ANYPROMO INC	PEREIRA/TVROP	Advertising	04/18/2017	354.50
R17235	AMAZON.COM CORPORATE CREDIT	PAVON/TVROP	Materials & Supplies	04/18/2017	492.00
R17236	CSI FORENSIC SUPPLY	LANG/LHS/FHS/AMADOR	Materials & Supplies	04/18/2017	52.18
R17237	ULINE.COM	LANG/FHS/LHS/AMADOR	Materials & Supplies	04/18/2017	181.26
R17238	PRICELINE.COM	DUNCAN/TVROP	Travel & Conferences	04/18/2017	132.04
R17239	MEDCO SUPPLY CO	HASENPFLUG/AMADOR/TVROP	Materials & Supplies	04/28/2017	1,387.47
R17240	DIABLO VALLEY COLLEGE	NYSWONGER/TVROP	Travel & Conferences	04/28/2017	205.00
R17241	JOSTENS INC	RAY/MIDCOLLEGE/TVROP	Materials & Supplies	04/28/2017	807.90
R17242	SNAP-ON INDUSTRIAL-SACRAMENTO	WOODWORTH/TVROP	Materials & Supplies	04/28/2017	1,815.83
R17243	QES COMPUTERS	DUNCAN/ROP	Materials & Supplies	04/28/2017	4,078.23
R17244	ALAMEDA COUNTY DEPUTY SHERIFF'S	RUTLEDGE/CALWORKS/TVROP	Contracted Services	04/28/2017	2,500.00
R17245	DECA IMAGES	DEN HARTOG/TVROP	Travel & Conferences	04/28/2017	5,237.55
Grand Total:					82,277.16

LIVERMORE VALLEY JOINT UNIFIED SCHOOL DISTRICT

PURCHASE ORDER DESCRIPTIVE SUMMARY

<u>PO #</u>	<u>VENDOR NAME</u>	<u>REQUESTED BY</u>	<u>OBJECT DESCRIPTION</u>	<u>DATE</u>	<u>AMOUNT</u>
R17246	DOJE'S FORENSIC SUPPLY	LANG/TVROP	Materials & Supplies	05/11/2017	150.56
R17247	FOOTHILL HIGH SCHOOL	SPALASSO/TVROP	Contracted Services	05/11/2017	50.00
R17248	AMAZON.COM CORPORATE CREDIT	RUTLEDGE/TVROP	Materials & Supplies	05/11/2017	420.25
R17249	AMAZON.COM CORPORATE CREDIT	RUTLEGE/TVROP	Materials & Supplies	05/11/2017	159.95
R17250	OFFICE DEPOT	DUNCAN/SPALASSO	Materials & Supplies	05/11/2017	2,000.00
R17251	QES COMPUTERS	NYSWONGER/TVROP	Materials & Supplies	05/12/2017	45.32
R17252	ALLIANCE WELDING SUPPLIES INC	MORELLI/WELDING/TVROP	Materials & Supplies	05/12/2017	718.68
R17253	MCMASTER-CARR SUPPLY CO	MORELLI/MINER/TVROP	Materials & Supplies	05/12/2017	329.78
R17254	QES COMPUTERS	NYSWONGER/BUCKLEY/TVROP	Materials & Supplies	05/12/2017	415.15
R17255	PROFESSIONAL POLICE SUPPLY INC	HARRIS/TVROP	Materials & Supplies	05/16/2017	4,500.00
R17256	BLACK TIE TRANSPORTATION	SPALASSO/TVROP	Contracted Services	05/18/2017	2,391.34
R17257	BLACK TIE TRANSPORTATION	MORELLI/MINER/TVROP	Contracted Services	05/25/2017	819.61

Grand Total:	12,000.64
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CONSENT CALENDAR MOTION – 8.4

AGENDA ITEM:

8.4 – Approval of Memorandums of Understanding for 2017 – 2018 with Member Districts

RECOMMENDED ACTION:

As part of the Consent Calendar, approve MOUs with Dublin Unified School District (DUSD), Livermore Valley Joint Unified School District (LVJUSD), and Pleasanton Unified School District (PUSD) for shared services for the 2017-18 school year. MOUs between TVROP and DUSD, LVJUSD, and PUSD to provide for TVROP employees to deliver services for these respective member districts with costs reimbursable to TVROP or, in some circumstances, TVROP will fund a regional pathway course reimbursing member districts for specific sections.

The positions and FTEs funded by the member districts are as follows:

Kimberly Connors, Instructor (DHS CTE)	.20 FTE funded by DUSD
Leann Nobida, College and Career Specialist	.50 FTE funded by DUSD
Solana Olsen, College and Career Specialist	.50 FTE funded by PUSD
Deborah Walker, College and Career Specialist	.50 FTE funded by PUSD
Dawn Pavon, Instructor (LHS CTE)	.0833 FTE funded by LVJUSD
Danielle Watson, Career Education Specialist	.50 FTE funded by LVJUSD
Ed Woodworth, Instructor (LHS CTE)	.50 FTE funded by LVJUSD

The position and FTE funded by TVROP are as follows:

Dave Uken, DHS Instructor (CIM)	.20 FTE funded by TVROP
Eugene Chou, DHS Instructor (Engineering)	.20 FTE funded by TVROP
Tony Dennis, AVHS Instructor (Digital Elec)	.20 FTE funded by TVROP
Josh Hill, FHS Instructor (Biomed)	.20 FTE funded by TVROP
Ross Kassebaum, FHS Instructor (Culinary)	.20 FTE funded by TVROP
Chris Jones, FHS Instructor (AP Env. Sci.)	.40 FTE funded by TVROP
TBD, Village (Work Experience)	.20 FTE funded by TVROP
Mike Waltz, LHS Instructor (Civil Eng./Arch)	.50 FTE funded by TVROP
Tom Curl, LHS Instructor (IT Essentials)	.33 FTE funded by TVROP

Contract with PUSD for Christine Capitani	1.017 FTE funded by TVROP
Contract with PUSD for Amy Brown	.50 FTE funded by TVROP

BACKGROUND:

Member districts have requested a continuance of shared services performed by TVROP employees. The regional approach is the focus of the TVROP Coordinating Council and it was determined that TVROP would fund certain regional courses.

FISCAL IMPACT:

Estimated Cost billed back to member districts – \$213,843

Estimated Cost billed back to TVROP – \$463,868

SUPPORTING DOCUMENTS:

- Memorandums of Understanding (10)
- Contract with PUSD (2)

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Dublin Unified School District

June 14, 2017

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Dublin Unified School District in regard to a teaching contract for Kimberly Connors for the 2017-2018 school year. This contract is for classes taught for and on the Dublin High School campus.

- .20 FTE Instructor – Introduction to Health Careers – one section.
- DUSD will pay .20 FTE of Kimberly Connors’s teaching contract for the 2017-2018 school year upon receipt of invoice.
- The estimated total cost, including statutory benefits, is not to exceed \$16,950 for the 2017-2018 school year.
- Sub costs for DHS, if incurred, will be additionally invoiced.

Payments due from DUSD to Tri-Valley ROP will be invoiced bi-monthly, with the final invoice by June 30, 2018.

SIGNATURES OF AGREEMENT:

Dr. Lisa Gonzales, Asst. Superintendent
Educational Services
Dublin Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Dublin Unified School District

June 14, 2017

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Dublin Unified School District in regard to Career Education Center services at Dublin High School performed by Leann Nobida for the 2017-2018 school year.

- DUSD will pay .50 FTE of Leann Nobida's salary and benefits for the 2017-2018 school year upon receipt of invoice.
- Tri-Valley ROP will pay .50 FTE of Leann Nobida's salary and benefits for the 2017-2018 school year.
- The estimated total cost, including statutory benefits, is \$67,912 for the 2017-2018 school year.
- DUSD's estimated total cost shall not exceed \$33,956.
- DUSD additionally agrees to fund, not to exceed, 60 hours of Dublin High School overtime services not to exceed \$3,000 in salary and statutory benefits.

Payments due from DUSD to Tri-Valley ROP will be invoiced bi-monthly, with the final invoice by June 30, 2018.

SIGNATURES OF AGREEMENT:

Dr. Lisa Gonzales, Asst. Superintendent
Educational Services
Dublin Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Pleasanton Unified School District

June 14, 2017

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Pleasanton Unified School District in regard to Career Education Center services at Foothill High School, performed by Solana Olsen, for the 2017-2018 school year.

- PUSD will pay .50 FTE of Solana Olsen salary and benefits for the 2017-2018 school year upon receipt of invoice.
- Tri-Valley ROP will pay .50 FTE of Solana Olsen salary and benefits for the 2017-2018 school year.
- The estimated total cost, including statutory benefits, is not to exceed \$68,085 for the 2017-2018 school year.
- PUSD's estimated total cost shall not exceed \$34,042.50. Tri-Valley ROP's estimated total cost shall not exceed \$34,042.50.

Payments due from PUSD to Tri-Valley ROP will be invoiced bi-monthly, with the final invoice by June 30, 2018.

SIGNATURES OF AGREEMENT:

Dr. Odie Douglas, Assistant Superintendent
Educational Services
Pleasanton Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Pleasanton Unified School District

June 14, 2017

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Pleasanton Unified School District in regard to Career Education Center services at Amador Valley High School, performed by Deborah Walker, for the 2017-2018 school year.

- PUSD will pay .50 FTE of Deborah Walker's salary and benefits for the 2017-2018 school year upon receipt of invoice.
- Tri-Valley ROP will pay .50 FTE of Deborah Walker's salary and benefits for the 2017-2018 school year.
- The estimated total cost, including statutory benefits, is \$70,883 for the 2017-2018 school year.
- PUSD's estimated total cost shall not exceed \$35,441.50.

Payments due from PUSD to Tri-Valley ROP will be invoiced bi-monthly, with the final invoice by June 30, 2018.

SIGNATURES OF AGREEMENT:

Dr. Odie Douglas, Assistant Superintendent
Educational Services
Pleasanton Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Livermore Valley Joint Unified School District

June 14, 2017

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Livermore Valley Joint Unified School District in regard to a teaching contract for Dawn Pavon for the 2017-2018 school year. This contract is for Non-ROP classes taught for and on the Livermore High School campus.

0.25 FTE Instructor – Human Relations and Development at Livermore High – one section, third trimester 57 days.

Length of Contract: One Trimester - (March 12, 2018 to and including June 7, 2018)

- LVJUSD will pay .25 FTE of Dawn Pavon’s teaching contract for the 2017-2018 school year upon receipt of invoice.
- The estimated total cost, including statutory benefits, is not to exceed \$6,951.18 for the 2017-2018 school year.
- Sub costs for LHS, if incurred, will be additionally invoiced.

Payments due to Tri-Valley ROP from LVJUSD will be invoiced by June 30, 2018.

SIGNATURES OF AGREEMENT:

Susan Kinder, Chief Business Official
Livermore Valley Joint Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Livermore Valley Joint Unified School District

June 14, 2017

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Livermore Valley Joint Unified School District in regard to Career Education Center services at Granada High School performed by Danielle Watson for the 2017-2018 school year.

- LVJUSD will pay .50 FTE of Danielle Mintz Watson’s salary and benefits for the 2017-2018 school year upon receipt of invoice.
- Tri-Valley ROP will pay .50 FTE of Danielle Mintz Watson’s salary and benefits for the 2017-2018 school year.
- The estimated total cost, including statutory benefits, is \$72,600 for the 2017-2018 school year.
- LVJUSD’s estimated total cost shall not exceed \$36,300.
- LVJUSD additionally agrees to fund, not to exceed, 60 hours of Granada High School overtime services not to exceed \$3,000 in salary and statutory benefits.

Payments due from LVJUSD to Tri-Valley ROP will be invoiced bi-monthly, with the final invoice by June 30, 2018.

SIGNATURES OF AGREEMENT:

Susan Kinder, Chief Business Official
Livermore Valley Joint Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Livermore Valley Joint Unified School District

June 14, 2017

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Livermore Valley Joint Unified School District in regard to a teaching contract for Edward Woodworth for the 2017-2018 school year. This contract is for non-ROP classes on the Livermore High School campus.

0.1667 FTE Instructor – Robotics A & B– Livermore High – two sections
0.1667 FTE Instructor – Machine Tool 1 & 2 – Livermore High – two sections
0.1667 FTE Instructor – Electronics 1 & 2 – Livermore High – two sections
0.5000 FTE

Length of Contract: 180 days (August 21, 2017 to and including June 7, 2018)

- LVJUSD will pay .50 FTE of Edward Woodworth’s teaching contract for the 2017-2018 school year upon receipt of invoice.
- The estimated cost, including statutory benefits, is not to exceed \$44,201.82 for the 2017-2018 school year.
- Sub costs for LHS, if incurred, will be additionally invoiced.

Payments due to Tri-Valley ROP from LVJUSD will be invoiced bi-monthly, with the final invoice by June 30, 2018.

SIGNATURES OF AGREEMENT:

Susan Kinder, Chief Business Official
Livermore Valley Joint Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Dublin Unified School District

June 14, 2017

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Dublin Unified School District in regard to a joint teaching contract for three career pathway instructors. Dave Uken, Instructor for Computer Integrated Manufacturing; Eugene Chou, Instructor for Principles of Engineering for the 2017-2018 school year.

- Tri-Valley ROP will pay .20 FTE of Dave Uken's teaching contract for the 2017-2018 school year, \$17,339.60.
- Tri-Valley ROP will pay .20 FTE of Eugene Chou's (DGI) teaching contract for the 2017-2018 school year, \$19,427.60.
- The estimated total cost to Tri-Valley ROP, including statutory benefits, is not to exceed \$36,767.20 for the 2017-2018 school year.

DUSD to invoice Tri-Valley ROP quarterly with final invoice by June 30, 2018.

SIGNATURES OF AGREEMENT:

Dr. Lisa Gonzales, Asst. Superintendent
Educational Services
Dublin Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program
And
Pleasanton Unified School District
June 14, 2017

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Pleasanton Unified School District in regard to a joint teaching contract for five career pathway sections. Josh Hill, Foothill High School Instructor for Principles of Biomedical Sciences, Tony Dennis, Amador Valley High School for Digital Electronics, Chris Jones, Foothill High School for AP Environmental Science, Ross Kassebaum, Foothill High School for Culinary Arts and an Rebekah Edwards, Village High School Work Experience.

- Tri-Valley ROP will pay .20 FTE of Josh Hill's (FHS) teaching contract for the 2017-2018 school year, \$22,757.20.
- Tri-Valley ROP will pay .20 FTE of Tony Dennis' (FHS) teaching contract for the 2017-2018 school year, \$23,518.60.
- Tri-Valley ROP will pay .40 FTE of Chris Jones (FHS) teaching contract for the 2017-2018 school year, \$44,037.20.
- Tri-Valley ROP will pay .20 FTE of Ross Kassebaum (FHS) teaching contract for the 2017-2018 school year, \$16,728.25.
- Tri-Valley ROP will pay .20 FTE of TBD (VHS) teaching contract for the 2017-2018 school year, not to exceed \$23,500.
- The estimated total cost to Tri-Valley ROP for all sections listed above, including statutory benefits, is not to exceed \$130,541.25 for the 2017-2018 school year.

PUSD will invoice TVROP quarterly with the final invoice by June 30, 2018.

SIGNATURES OF AGREEMENT:

Dr. Odie Douglas, Assistant Superintendent
Educational Services
Pleasanton Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Livermore Valley Joint Unified School District

June 14, 2017

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Livermore Valley Joint Unified School District in regard to a joint teaching contract for two career pathway instructors. Mike Waltz, Instructor for Civil Engineering and Architecture and Tom Curl, Instructor for IT Essentials and CCNA 1 (TEC) at Livermore High School for the 2017-2018 school year.

- Tri-Valley ROP will pay .50 FTE of Mike Waltz's (LHS) teaching contract for the 2017-2018 school year, \$52,814 .
- Tri-Valley ROP will pay .33 FTE of Tom Curl's (LHS) teaching contract for the 2017-2018 school year, \$36,552.
- The estimated total cost to Tri-Valley ROP, including statutory benefits, is not to exceed \$89,366 for the 2017-2018 school year.

Payments due from Tri-Valley ROP to LVJUSD will be invoiced by June 30, 2018.

SIGNATURES OF AGREEMENT:

Susan Kinder, Chief Business Official
Livermore Valley Jt. Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

**AGREEMENT FOR SERVICES OF AN INSTRUCTOR
between the
PLEASANTON UNIFIED SCHOOL DISTRICT
and
TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM**

This Agreement (hereinafter “Agreement”) for the services of an instructor is by and between the Pleasanton Unified School District (hereinafter “District”), and the Tri-Valley Regional Occupational Program (hereinafter “TVROP”). The District and TVROP are hereinafter referred to collectively as “parties.”

**A.
RECITALS**

1. Christine Capitani (“Capitani”) is currently employed by the District.
2. The TVROP desires to utilize Capitani during the 2017-18 school year as a Medical Occupations Instructor for the TVROP, and the District has agreed to allow Capitani to accept this assignment for the 2017-18 school year.
3. The District and TVROP enter into this Agreement in order to allow Capitani to serve as an Instructor for the TVROP, while remaining a District employee.

**B.
TERMS AND CONDITIONS**

The District and TVROP agree:

1. Term of Agreement
 - a. Term

This Agreement shall commence on July 1, 2017 and shall end on June 30, 2018.

2. Provision of Instructor

For the term of this Agreement, the District shall make Capitani available to serve as an Instructor for the TVROP.

3. Employee Status

While serving as an Instructor for the TVROP, Capitani shall remain an employee of the District for the purpose of receiving compensation, retirement benefits, state mandated requirements and other employer provided benefits.

4. Direction and Control

When performing duties as Instructor for the TVROP, Capitani shall be under the direction and control of the TVROP.

5. Duties of Instructor for the TVROP

a. As Instructor for the TVROP, Capitani shall perform duties and responsibilities as set forth by the TVROP.

6. Compensation and Benefits

a. TVROP shall reimburse the District for the actual cost of the salary and statutory benefits paid to Capitani in 2017-18 in accordance with Exhibit "A" (Pleasanton Unified School District current Certificated Salary Schedule) for Capitani's current District position as a certificated district employee. Additionally, the TVROP has informed the District that Capitani will work for the TVROP and be compensated at a percentage of 1.017% of full time employment (FTE) and therefore Capitani will be compensated and the District will be reimbursed by TVROP at 1.017% of the appropriate PUSD certificated salary schedule "cell". The salary is currently calculated for 2017-18 as:

\$ 100,913 Salary (calculated at 1.017% of Step **18** / Column V: \$99,226)
\$ 750 Master's Stipend
\$ 18,818 Statutory Benefits (18.51%)
\$ 1,600 Employer Paid APT Health Benefits
\$122,081 Total (Estimated)

b. Reimbursement to the District shall be monthly for service provided to TVROP by Capitani @ \$10,173 (Estimated) invoiced monthly.

c. Capitani shall earn ten (10) days of sick leave per school year.

d. If there were to be any Pleasanton Unified School District Board Approved increase or decrease to the Certificated Salary Schedule for the 2017-18 school year, the amount to be reimbursed to the District pursuant to 6(a) above could increase or decrease.

7. Complaints

Any and all allegations or complaints, whether formal or informal, made to the District against Capitani relating to her services as instructor for the TVROP, shall be disclosed to the TVROP. Likewise, any and all allegations or complaints, whether formal or informal, made to the TVROP against Capitani relating to her services as instructor for the TVROP, shall be disclosed to the District. By agreeing to serve as Instructor for the

TVROP, and agreeing to accept the terms and conditions of this Agreement, Capitani authorizes both the District and the TVROP to disclose any allegations or complaints, whether formal or informal, and the results of any investigation(s) to one another.

Upon receipt of an allegation or complaint, the District and the TVROP shall determine whether the District or the TVROP will be the primary agency to investigate the concern. Nothing in this Paragraph shall prohibit the District from investigating any allegation or complaint it chooses to investigate. Following an investigation of an allegation or complaint, the TVROP may, at its sole discretion, either terminate this Agreement, pursuant to Paragraph 8 below, or take other appropriate action. Nothing set forth in this Paragraph shall prohibit the District from imposing appropriate discipline upon Capitani while serving as an Instructor for the TVROP as an employee of the District.

8. Termination of Agreement

This Agreement may be terminated by the TVROP, at any time and with or without cause by the TVROP. Termination of this Agreement during the year shall not affect the TVROP's obligation to reimburse the District for the full year of costs associated with Capitani's employment for that year.

9. Entire Agreement

This Agreement constitutes the entire agreement between the parties and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may only be amended or modified by an agreement in writing signed by all the parties.

10. Waiver

None of the provisions of this Agreement shall be considered waived by either party unless such waiver is specified in writing.

11. Severability

Should any provision of this Agreement be held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall continue in full force and effect.

12. Governing Law/Venue

This Agreement shall be governed by the laws of the State of California. Venue shall be in Alameda County.

13. Execution

By executing this Agreement, the District and TVROP acknowledge that they have carefully read, and agree to be bound by, all terms and conditions contained in this Agreement.

14. Notices

Formal notices, communications or demand to a party shall be sufficiently given if either (a) personally delivered, (b) mailed by registered or certified mail, first class postage prepaid, return receipt requested, to the principal office of TVROP or to the District, or (c) delivered by Federal Express or other reliable private express delivery service to the principal office of TVROP or to the District, as follows:

If to TVROP: Julie Duncan
TVROP, Superintendent
1040 Florence Road
Livermore, CA 94550

If to the District: Dianne Howell
Pleasanton Unified School District, Asst. Superintendent
4665 Bernal Avenue
Pleasanton, CA 94566

15. Counterparts

This Agreement may be executed in identical counterparts, each of which shall constitute a duplicate original.

16. Indemnification

Each Party shall indemnify, defend, and hold harmless each other Party, its board, employees and representatives from any and all costs incurred in any administrative or civil action related to actions or omissions related to performance under this Agreement. This indemnification shall apply wherever any such cost arises in whole or in part from the negligent, wrongful or willful acts or omissions of the indemnifying party, its employees, agents, subcontractors, independent contractors, consultants or other representatives. This indemnification shall extend to include, but not be limited to attorneys' fees and costs of defense, and any administrative or judicial decision requiring a Party to provide money or services. This indemnity provision shall survive the term of this Agreement.

PLEASANTON UNIFIED SCHOOL
DISTRICT

TRI-VALLEY REGIONAL
OCCUPATIONAL PROGRAM

By: _____
Dianne Howell, Assistant Superintendent

By: _____
Julie Duncan, Superintendent

Dated: _____

Dated: _____

I, Christine Capitani, agree to serve as a TVROP Instructor, and agree to the terms and conditions set forth in this Agreement.

Dated: _____

Christine Capitani

**Pleasanton Unified School District
2016-17 Certificated Salary Schedule
Annual Salary (185days)
Effective July 1, 2016 - June 30, 2017**

Note: Annual salary based on daily rate times 185-day work year

STEP	COLUMN I BA < 30		COLUMN II BA+30		COLUMN III BA+45		COLUMN IV	COLUMN V
	Alternate	Standard ⁶	Alternate	Standard ⁶	Alternate	Standard ⁶	BA+60	BA+75
1	59,505	64,559	60,016	64,559	62,520	64,559	65,637	68,460
2	59,505	64,559	62,134	64,559		64,758	67,667	70,577
3	61,487	64,559	64,253	64,559		67,004	69,761	72,759
4	63,476	64,559		66,359		69,240	72,133	75,010
5		65,464		68,696		72,204	74,497	77,508
6		67,446		70,585		73,724	76,828	80,003
7				72,699		75,964	79,242	82,507
8				74,817		78,213	81,603	85,002
9				76,926		80,457	83,978	87,514
10				79,041		82,691	86,352	90,000
11				81,158		84,939	88,717	92,504
12						87,179	92,096	96,014
13								96,014
14								96,014
15								96,014
16								99,226
17								99,226
18								99,226
19								99,226
20								105,865

FOOTNOTES:

- (1) Masters stipend - \$750 (increase from \$500 effective 7/1/13)
- (2) Doctorate stipend - \$750 (increase from \$650 effective 7/1/13)
- (3) National Board Certification stipend (teaching and speech & language) - \$750 (increase from \$500 effective 7/1/13)
- (4) Hourly rate - \$32.15 (Effective 7/16/07)
- (5) Certificated unit members are granted up to and including six years of credit for previous teaching experience.
- (6) **Standard** - Possess a BA/BS or higher degree and a California Teaching Credential.
- (7) 185-day work year
- (8) New Stipend for Head Counselor @ Comprehensive High Schools - \$1,700 (effective 7/1/14)
- (9) New Stipend for Head Counselor @ Middle Schools - \$850 (effective 7/1/14)

**AGREEMENT FOR SERVICES OF AN ADMINISTRATOR
between the
PLEASANTON UNIFIED SCHOOL DISTRICT
and
TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM**

This Agreement (hereinafter “Agreement”) for the services of an Administrator is by and between the Pleasanton Unified School District (hereinafter “District”), and the Tri-Valley Regional Occupational Program (hereinafter “TVROP”). The District and TVROP are hereinafter referred to collectively as “parties.”

**A.
RECITALS**

1. Amy Brown (“Brown”) is currently employed by the District.
2. The TVROP desires to utilize Brown during the 2017-18 school year as an Interim Administrative Program Director, at a .5 FTE for the TVROP, and the District has agreed to allow Brown to accept this assignment for the 2017-18 school year.
3. The District and TVROP enter into this Agreement in order to allow Brown to serve as an Administrator for the TVROP, while remaining a District employee.

**B.
TERMS AND CONDITIONS**

The District and TVROP agree:

1. Term of Agreement
 - a. Term

This Agreement shall commence on July 1, 2017 and shall end on June 30, 2018.

2. Provision of Administrator

For the term of this Agreement, the District shall make Brown available to serve as an Administrator for the TVROP.

3. Employee Status

While serving as an Administrator for the TVROP, Brown shall remain an employee of the District for the purpose of receiving compensation, retirement benefits, state mandated requirements and other employer provided benefits.

4. Direction and Control

When performing duties as Administrator for the TVROP, Brown shall be under the direction and control of the TVROP.

5. Duties of Administrator for the TVROP

a. As Administrator for the TVROP, Brown shall perform duties and responsibilities as set forth by the TVROP.

6. Compensation and Benefits

a. TVROP shall reimburse the District for the actual cost of the salary and statutory benefits paid to Brown in 2017-18 in accordance with Exhibit "A" (Tri-Valley ROP Management Salary Schedule) for Brown's position as a .50 Interim Administrative Program Director. The salary is currently calculated for 2017-18 as:

\$ 63,471	Salary Step 2
\$ 650	Master's Stipend
\$ 11,748	Statutory Benefits (18.51%)
<u>\$ 800</u>	Employer Paid APT Health Benefits
\$ 76,669	Total (Estimated)

b. Reimbursement to the District shall be monthly for service provided to TVROP by Brown @ \$6,389 (Estimated) invoiced monthly.

c. Brown shall earn ten (10) days of sick leave per school year.

7. Complaints

Any and all allegations or complaints, whether formal or informal, made to the District against Brown relating to her services as Administrator for the TVROP, shall be disclosed to the TVROP. Likewise, any and all allegations or complaints, whether formal or informal, made to the TVROP against Brown relating to her services as Administrator for the TVROP, shall be disclosed to the District. By agreeing to serve as Administrator for the TVROP, and agreeing to accept the terms and conditions of this Agreement, Brown authorizes both the District and the TVROP to disclose any allegations or complaints, whether formal or informal, and the results of any investigation(s) to one another.

Upon receipt of an allegation or complaint, the District and the TVROP shall determine whether the District or the TVROP will be the primary agency to investigate the concern.

Nothing in this Paragraph shall prohibit the District from investigating any allegation or complaint it chooses to investigate. Following an investigation of an allegation or complaint, the TVROP may, at its sole discretion, either terminate this Agreement, pursuant to Paragraph 8 below, or take other appropriate action. Nothing set forth in this Paragraph shall prohibit the District from imposing appropriate discipline upon Brown while serving as an Administrator for the TVROP as an employee of the District.

8. Termination of Agreement

This Agreement may be terminated by the TVROP, at any time and with or without cause by the TVROP. Termination of this Agreement during the year shall not affect the TVROP's obligation to reimburse the District for the full year of costs associated with Brown's employment for that year.

9. Entire Agreement

This Agreement constitutes the entire agreement between the parties and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may only be amended or modified by an agreement in writing signed by all the parties.

10. Waiver

None of the provisions of this Agreement shall be considered waived by either party unless such waiver is specified in writing.

11. Severability

Should any provision of this Agreement be held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall continue in full force and effect.

12. Governing Law/Venue

This Agreement shall be governed by the laws of the State of California. Venue shall be in Alameda County.

13. Execution

By executing this Agreement, the District and TVROP acknowledge that they have carefully read, and agree to be bound by, all terms and conditions contained in this Agreement.

14. Notices

Formal notices, communications or demand to a party shall be sufficiently given if either (a) personally delivered, (b) mailed by registered or certified mail, first class postage

prepaid, return receipt requested, to the principal office of TVROP or to the District, or (c) delivered by Federal Express or other reliable private express delivery service to the principal office of TVROP or to the District, as follows:

If to TVROP: Julie Duncan
TVROP, Superintendent
1040 Florence Road
Livermore, CA 94550

If to the District: Dianne Howell
Pleasanton Unified School District, Asst. Superintendent
4665 Bernal Avenue
Pleasanton, CA 94566

15. Counterparts

This Agreement may be executed in identical counterparts, each of which shall constitute a duplicate original.

16. Indemnification

Each Party shall indemnify, defend, and hold harmless each other Party, its board, employees and representatives from any and all costs incurred in any administrative or civil action related to actions or omissions related to performance under this Agreement. This indemnification shall apply wherever any such cost arises in whole or in part from the negligent, wrongful or willful acts or omissions of the indemnifying party, its employees, agents, subcontractors, independent contractors, consultants or other representatives. This indemnification shall extend to include, but not be limited to attorneys' fees and costs of defense, and any administrative or judicial decision requiring a Party to provide money or services. This indemnity provision shall survive the term of this Agreement.

PLEASANTON UNIFIED SCHOOL
DISTRICT

TRI-VALLEY REGIONAL
OCCUPATIONAL PROGRAM

By: _____
Dianne Howell, Assistant Superintendent

By: _____
Julie Duncan, Superintendent

Dated: _____

Dated: _____

I, Amy Brown, agree to serve as a TVROP Administrator, and agree to the terms and conditions set forth in this Agreement.

Dated: _____

Amy Brown

Exhibit A

**Pleasanton Unified School District
2016-2017 MANAGEMENT/CONFIDENTIAL SALARY SCHEDULE**

Certificated Management	R	Work Year	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Senior Director	1	220	141,246	144,070	146,952	149,888	152,890	155,945
Principal, Grades 9-12	2	220	138,896	141,675	144,508	147,398	150,346	153,355
Principal, Grades 6-8	4	215	131,762	134,396	137,085	139,826	142,624	145,475
Director	3	220	131,855	134,494	137,182	139,923	142,723	145,578
Principal, Grades K-5	7	210	124,647	127,143	129,684	132,280	134,925	137,622
Principal, Alternative Education	8	215	127,596	130,148	132,755	135,408	138,116	140,878
Director of Adult Education & Summer Programs	5	212	124,219	126,704	129,238	131,822	134,458	137,149
Coordinator, Career Tech & Apprenticeship								
Vice Principal, Grades 9-12	12	210	122,914	125,372	127,881	130,438	133,046	135,708
Coordinator, Alternative Programs	6	210	121,560	123,992	126,472	129,000	131,581	134,212
Coordinator	11	210	121,560	123,992	126,472	129,000	131,581	134,212
Coordinator, Special Projects	10	215	124,454	126,942	129,483	132,071	134,712	137,406
Coordinator, Extended Day Academic Intervention Program								
Coordinator, Assessment								
Assistant Director, Clinical Services								
Assistant Director	18	220	127,348	129,894	132,494	135,142	137,845	140,602
Program Director TV/TIP	19	215	124,455	126,942	129,481	132,070	134,714	137,407
Coordinator 2	9	190	109,366	111,554	113,784	116,060	118,381	120,749
Vice Principal, Grades 6-8	13	207	117,438	119,788	122,182	124,625	127,120	129,661
Coordinator, PBIS Grant								
Vice Principal, Alternative Education	17	207	116,320	118,648	121,021	123,440	125,911	128,428
Vice Principal, Grades K-5	16	200	110,105	112,304	114,551	116,844	119,180	121,565
Curriculum Specialist	14	203	111,073	113,292	115,557	117,870	120,227	122,634
Assistant Principal, Adult Ed.	15	203	111,073	113,292	115,557	117,870	120,227	122,634

Masters Stipend \$1,300
 Doctorate Stipend \$1,850
 Nat'l Board Certification Stipend \$500

Classified Management/ Confidential	R	Work Year	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Director *	1	225	124,867	127,365	129,912	132,510	135,160	137,864



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
June 14, 2017

CONSENT CALENDAR- MOTION - 8.5

AGENDA ITEM:

8.5 – Approval of Memorandum of Understandings (MOUs) with the Livermore Valley Joint Unified School District for Services during 2017-2018.

RECOMMENDED ACTION:

As part of the Consent Calendar, approve the Memorandums of Understanding (MOUs).

BACKGROUND:

The Tri-Valley Regional Occupational Program chooses to continue existing services with the Livermore Valley Joint Unified School District providing business support and custodial services.

FISCAL IMPACT:

Estimated annually at \$145,554

Business Services, budget, accounting and payroll services – estimated at \$131,215 annually

Custodial Services for District Office/Mocho Site - estimated at \$5,001 annually

Custodial Services for Auto Shop at Livermore High School - estimated at \$9,338 annually

SUPPORTING DOCUMENTS:

- Memorandum of Understanding (MOU) for budget, accounting and payroll services
- Memorandum of Understanding (MOU) for custodial & maintenance services for the administration building located at Arroyo Mocho Elementary School
- Memorandum of Understanding (MOU) for custodial & maintenance services for the auto shop located at Livermore High School

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program
And
Livermore Valley Joint Unified School District
June 14, 2017

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program (TVROP) and Livermore Valley Joint Unified School District (LVJUSD) in regard to a joint contract for budget, accounting and payroll services for the 2017-2018 school year.

TVROP will pay LVJUSD \$85,731 for services as follows:

- Maintain and update the ROP budget on the Business Plus system with the coordination of TVROP staff.
- Process purchase orders and issue account payable warrants.
- Issue invoices as necessary and receipt payments and apportionments.
- Ensure that STRs, PERs, and payroll taxes are paid timely.
- Prepare First, Second and Third Interim Reports if and when necessary and present to the Board and interested parties.
- Maintain a three year budget projection.
- Close the 2016-17 books, determine receivables, payables, deferrals and ending balance in the SACS software.
- Maintain a current cash flow.
- Work with contracted auditors and present the 2016-17 audit to the Board once completed.

The TVROP will also pay \$45,484 for 20 hours per week of in-house contracted services. Total cost for the above services \$131,215 annually.

Payment from Tri-Valley ROP will be made by invoice dated December 31, 2017 for half of the contract \$65,607.50 and the remainder \$65,607.50 will be invoiced June 30, 2018.

SIGNATURES OF AGREEMENT:

Susan Kinder, Chief Business Official
Livermore Valley Joint Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Livermore Valley Joint Unified School District

June 14, 2017

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Livermore Valley Joint Unified School District in regard to a joint contract for custodial and maintenance services for the administration building located at Arroyo Mocho Elementary School for the 2017-2018 school year.

- LVJUSD will provide custodial and maintenance services for the administration building offices, restrooms, break room, workroom and main office lobby area.
- Daily services will include emptying waste containers and replenishment of dispensers for paper and soap supplies and disinfect toilets and sinks.
- Weekly service includes cleaning floor surfaces: vacuuming carpet, sweep and mop floor tile, fixtures and mirrors. Spot clean floors, doors and walls and dust as needed.
- Annual services will include shampoo of carpet, strip and wax floor tile and window cleaning inside and out.
- The total cost for the above custodial services and supplies will be \$416.75 per month.
- Maintenance repairs will be billed for time and materials as needed.

Payment from Tri-Valley ROP will be made biannually with \$2,500.50 due on December 1, 2017 and \$2,500.50 due on June 1, 2018.

SIGNATURES OF AGREEMENT:

Susan Kinder, Chief Business Official
Livermore Valley Joint Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Livermore Valley Joint Unified School District

June 14, 2017

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Livermore Valley Joint Unified School District in regard to a joint contract for custodial maintenance services for the auto shop located at Livermore High School for the 2017-2018 school year.

- LVJUSD will provide daily custodial maintenance services for the interior classroom, restrooms, locker room and office area.
- Daily services will include; cleaning floor surfaces (sweep & mop), clean and disinfect toilets, fixtures and sinks, empty waste containers, replenishment of dispensers, paper and soap supplies and waste containers and dispensers.
- Weekly services will include; dusting, white boards, pencil sharpeners, vacuuming, spot clean doors and walls and clean table tops.
- Annual services will include strip and wax of classroom floor tile and general summer cleaning.
- The total cost for services and supplies is \$9,338 for the 2017-2018 school year.

Payment from Tri-Valley ROP will be made by invoice dated December 31, 2017 for half of the contract (\$4,669) and the remainder (\$4,669) will be invoiced June 30, 2018.

SIGNATURES OF AGREEMENT:

Susan Kinder, Chief Business Official
Livermore Valley Joint Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
June 14, 2017

CONSENT CALENDAR- MOTION – 8.6

AGENDA ITEM:

8.6 – Approval of Memorandum of Understandings with Member Districts for Transition Specialist Services for 2017-2018.

RECOMMENDED ACTION:

As part of the Consent Calendar, approve MOUs with Dublin Unified School District (DUSD), Livermore Valley Joint Unified School District (LVJUSD), Pleasanton Unified School District (PUSD) and Tri-Valley One Stop (In-Kind) for shared services for the 2017-18 school year.

BACKGROUND:

Member districts have requested to continue a collaboration of shared services performed by a TVROP employee to provide Transition Services to Adults in the Tri-Valley for continued education and career guidance.

FISCAL IMPACT:

Cost billed back to member districts not to exceed \$15,000 each District for a total of \$45,000.

SUPPORTING DOCUMENTS:

- Memorandums of Understanding (4)

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Dublin Unified School District

August 01, 2017

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Dublin Unified School District in regard to shared services for an Adult and Career Education Transition Specialist in the Tri-Valley for the 2017-2018 school year being funded by the Mid Alameda County Consortium (Adult Ed Block Grant).

- Dublin Unified School District will pay, not to exceed \$15,000, for the 2017-2018 school year for Transition Specialist services.

Payments due from DUSD to Tri-Valley ROP will be invoiced for in January 2017.

SIGNATURES OF AGREEMENT:

Dr. Lisa Gonzales, Asst. Superintendent
Educational Services
Dublin Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Livermore Valley Joint Unified School District

August 01, 2017

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Livermore Valley Joint Unified School District in regard to shared services for an Adult and Career Education Transition Specialist in the Tri-Valley for the 2017-2018 school year being funded by the Mid Alameda County Consortium (Adult Ed Block Grant).

- Livermore Valley Joint Unified School District will pay, not to exceed \$15,000, for the 2017-2018 school year for Transition Specialist services.
- Livermore Adult Community Education will provide office space at 1401 Almond Avenue, Livermore, CA 94550, for the Transition Specialist as an In-Kind contribution.

Payments due from LVJUSD to Tri-Valley ROP will be invoiced in December 2017.

SIGNATURES OF AGREEMENT:

Susan Kinder, Chief Business Official
Livermore Valley Jt. Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Tri-Valley One Stop

June 14, 2017

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program (District) and Tri-Valley One Stop in regard to providing in-kind contribution (office space) for an Adult and Career Education Transition Specialist, and a Computer Instructor, Adult Education, employed by TVROP, serving the districts of Dublin, Livermore, Pleasanton and Chabot/Las Positas Community College for the 2017-2018 school year.

- TRI-VALLEY ONE STOP will provide workspace, computer, photo copier and phone as In-Kind contribution for Transition Specialist who shall represent all Tri-Valley School Districts.
- Transition Specialist shall be compensated solely by Tri-Valley ROP.
- TRI-VALLEY ONE STOP will provide workspace, computer, photo copier and phone as In-Kind contribution for Computer Instructor.
- Computer Instructor shall be compensated solely by Tri-Valley ROP.
- Personal Property of the District may be provided to the above positions to use in their fulfilling obligations to adult students. At the end of this agreement, said personal property will be removed.

This MOU will be in effect from date agreement is signed until June 30, 2018 and is subject to annual renewal provided all parties are in agreement.

SIGNATURES OF AGREEMENT:

Lorenzo Legaspi, VC Business Services
Tri-Valley One Stop

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Pleasanton Unified School District

August 01, 2017

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Pleasanton Unified School District in regard to shared services for an Adult and Career Education Transition Specialist in the Tri-Valley for the 2017-2018 school year being funded by the Mid Alameda County Consortium (Adult Ed Block Grant).

- Pleasanton Unified School District will pay, not to exceed \$15,000, for the 2017-2018 school year for Transition Specialist services.

Payments due from PUSD to Tri-Valley ROP will be invoiced bi-monthly with the final invoice by June 2018.

SIGNATURES OF AGREEMENT:

Dr. Odie Douglas, Asst. Superintendent
Educational Services
Pleasanton Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
June 14, 2017

CONSENT CALENDAR – MOTION – 8.7

AGENDA ITEM:

8.7 – Approval of the TVROP Certificated Performance Evaluation

BACKGROUND:

Our current Certificated Personnel Evaluation form allows evaluators to score teachers with three options: E-Exceeds Expectations, P-Proficient/Meets Standards or U-Unsatisfactory. Our teachers are often coming direct from industry and are enrolled in courses for their preliminary teaching credential while they are teaching for ROP. We believe it would benefit our teachers to add a D-Developing/Needs Improvement option to our evaluations to allow our teachers an opportunity to develop their skills as we are working with them.

SUPPORTING DOCUMENTS:

- Tri-Valley Regional Occupational Program, Certificated Personnel Evaluation

Tri-Valley Regional Occupational Program Certificated Personnel Evaluation

Instructor: _____ Position _____
 School: _____ School Year: _____
 Evaluator: _____ Title: _____

Observation 1 Observation 2 Date/Time of Observation: _____

California Standards for the Teaching Profession:

- Standard 1 Engaging and supporting all students in learning
- Standard 2 Creating and maintaining effective environments for student learning
- Standard 3 Understanding and organizing subject matter for student learning
- Standard 4 Planning instruction and designing learning experiences for all students
- Standard 5 Assessing student learning
- Standard 6 Developing as a professional educator

Rating:

E= exceeds, surpasses standards P= proficient, meets standards D= Developing/Needs Improvement
 U= unsatisfactory, does not meet standards-

Standard I- Engaging and supporting all students in learning	Strengths and/or Plans for growth	Rating
<ul style="list-style-type: none"> Connecting students' prior knowledge, life experience, and interests with learning goals. Using a variety of instructional strategies and resources to respond to students' diverse needs. Facilitating learning experiences that promote autonomy, interaction, and choice. Engaging students in problem solving, critical thinking, and other activities that make subject matter meaningful. Promoting self-directed, reflective learning for all students. 		
Standard II- Creating and maintaining effective environments for student learning		
<ul style="list-style-type: none"> Creating a physical environment that engages all students. Establishing a climate that promotes fairness and respect. Promoting social development and group responsibility. Establishing and maintaining standards for student behavior. Planning and implementing classroom procedures and routines that support student learning. Using instructional time effectively. 		
Standard III- Understanding and organizing subject matter for student learning		
<ul style="list-style-type: none"> Demonstrating knowledge of subject matter content and student development. Organizing curriculum to support student understanding of subject matter. Interrelating ideas and information within and across subject matter areas. Developing student understanding through instructional strategies that are appropriate to the subject matter. 		

<ul style="list-style-type: none"> Using materials, resources, and technologies to make subject matter accessible to students. 		
Standard IV- Planning instruction and designing learning experiences for all students		
<ul style="list-style-type: none"> Drawing on and valuing students' backgrounds, interests, and developmental learning needs. Establishing and articulating goals for student learning. Developing and sequencing instructional activities and materials for student learning. Designing short-term and long term plans to foster student learning. Modifying instructional plans to adjust for student needs. 		
Standard V- Assessing student Learning		
<ul style="list-style-type: none"> Establishing and communicating learning goals for students. Collecting and using multiple sources of information to assess student learning. Involving and guiding students in assessing their own learning. Using the results of assessment to guide instruction. Communicating with students/families/others about student progress. 		
Standard VI- Developing as a professional Educator		
<ul style="list-style-type: none"> Reflecting on teaching practice and planning professional development. Establishing professional goals and pursuing opportunities to grow professionally. Working with communities to improve professional practice. Working with families to improve professional practice. Working with colleagues to improve professional practice. Balancing professional responsibilities/maintaining motivation. 		

Summary Evaluation

--

Employee: By signing this performance evaluation below, I acknowledge that I have been provided a copy of it, and have had an opportunity to discuss its contents with the evaluator. My signature does not necessarily mean that I agree with the conclusions of the evaluator. I acknowledge my opportunity to make my comments concerning this performance evaluation below within ten working days of the evaluation date.

Instructor's Signature: _____

Date: _____

Evaluator's Signature: _____

Date: _____



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
June 14, 2017

CONSENT CALENDAR – MOTION – 8.8

AGENDA ITEM:

8.8 – Authorization to Surplus Equipment

RECOMMENDED ACTION:

Authorize the Surplus of the presented list of materials and equipment.

BACKGROUND:

California Education Code 17545 authorizes school districts to sell or dispose of surplus property.

FISCAL IMPACT:

Any proceeds from the sale of surplus property are deposited into the General Fund.

SUPPORTING DOCUMENTS:

- Surplus Property List

Tri Valley ROP Surplus Inventory for June 14, 2017

All items have surpassed service life

ROP#	Second tag#	Service Tag#\SN #	Item Description	School	Teacher\RM
A00349		Last 5# 6B3000	Acer all in one\\Replaced with Dell all in one 7440	FHS	Fabiola/Lang
2656		GL5J5J1	Dell Latitude 131L	DHS	Environmental Science
2576		42B3XC1	Dell Latitude 131L	DHS	Environmental Science
2574		1J93XC1	Dell Latitude 131L	DHS	Environmental Science
2581		FS93XC1	Dell Latitude 131L	DHS	Environmental Science
2590		8J93XC1	Dell Latitude 131L	DHS	Environmental Science
2578		HJ93XC1	Dell Latitude 131L	DHS	Environmental Science
2570		B3B3XC1	Dell Latitude 131L	DHS	Environmental Science
2559		3B61WC1	Dell Latitude 131L	DHS	Environmental Science
2575		FJ93XC1	Dell Latitude 131L	DHS	Environmental Science
2525		9NGNZ91	Dell XPS Server	DHS	Environmental Science
Disposed of by DHS 2841		7LZM23129	2015 Wacom Tablet 9"x12"	N108	MYERS
A01531		QP0391P3DNN	Apple iMac 2011	N108	MYERS
A01533		C02Q33KMFY0T	(Teacher Computer) Apple iMac 2015	N108	MYERS
			TWO boxes of cables, wires and obsolete Keyboards		



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
JUNE 14, 2017

ACTION ITEMS – 10.1

ACTION ITEM:

10.1 – Proposed Budget Adoption for 2017 – 2018

RECOMMENDED ACTION:

Following the State mandated Public Hearing on the 2017 – 2018 proposed budget the Superintendent of TVROP recommends to the Joint Powers Governing Board to consider approval.

BACKGROUND:

Staff will present the proposed budget for 2017 – 2018. Upon approval by the Board, the budget will be submitted to the Alameda County Office of Education for review. A revised budget may be presented 45 days after the state passes its budget. Staff will make a recommendation at that time if changes should be required.

FISCAL IMPACT:

Projected Expenditures – \$6,178,866

SUPPORTING DOCUMENTS:

- Proposed Budget Narrative
- SB858 Reserve Level Disclosure Requirements
- Financial Reports
- Workers Compensation Certification
- General Fund – Expenditures by Object
- General Fund – Expenditures by Function
- General Fund – Restricted Balance Detail
- Cashflow Worksheet
- General Fund – Multiyear Projections
- JPA Criteria and Standards Review
- Technical Review Checks

Moved by:

Seconded by:

Passed by:

TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
PROPOSED ADOPTED BUDGET 2017-18

The Tri-Valley Regional Occupational Program's (TVROP) Budget for 2017-18 was developed through a collaborative process that involved the Board of Trustees, Superintendent, Livermore Valley Joint Unified School District's Fiscal Director and other TVROP administrative staff.

REVENUE

Federal revenue is projected to remain flat funded. The Carl Perkins grant has been budgeted at the prior year amount of \$181,302.

State revenue was decreased in 2017-18 due to budgeting for only one year of the CTEIG Incentive Grant. In 2016-17, the CTEIG Incentive Grant received \$3,362,898 for Round One of the grant which covered two fiscal years, 2015-16 and 2016-17. Round Two of the grant will only cover one fiscal year, 2017-18. Since the 2017-18 grant will only cover one fiscal year, it creates a reduction of \$1,198,188 from prior year amount received. TVROP plans to transfer the funds to the member districts as it did in the prior year. The change from prior year is reflected in both the State revenue amount as well as the Other Outgo expenditure amount.

Local revenue for 2017-18 was increased by approximately \$111,000 based on member district contributions increasing by 4% from the prior year. However, local revenue was decreased due to removing the funding of \$606,162 for the Adults in Corrections program. Local revenue had an overall reduction in 2017-18 of approximately \$425,000.

EXPENDITURES

\$6,178,866 is budgeted for projected expenditures in 2017-18. Salaries include a 1% step and column increase. CalSTRS and CalPERS employer rates both increased almost 2% in 2017-18, increasing benefit expenditures by almost \$60,000. The Middle College Program has been extended through 2017-18, and the budgeted cost has been increased to add an additional junior class. In addition, as stated above the Other Outgo expenditures have been reduced by \$1,198,188 due to a reduction of the grant amount.

SUMMARY

Based on the 2017-18 Adopted Budget, TVROP will meet the required 5% reserve level of \$380,533 in 2017-18, with \$517,680 remaining unallocated. There is an additional \$537,290 remaining in restricted programs. This is due to \$2,800 remaining from the Adult Education Block Grant and \$534,490 remaining from the Adults in Corrections program.

**SB 858 RESERVE LEVEL DISCLOSURE REQUIREMENTS
2017/18 ADOPTED BUDGET**

District Name: Tri-valley ROP

Year:	Minimum Reserve Level Required	
2017-18	308,944	5%
2018-19	272,714	5%
2019-20	211,800	5%

**Amount of Assigned & Unassigned Ending Fund Balance
Exceeding the Minimum Reserve in Each Year**

2017-18	Total Amount	\$ 517,681
2018-19	Total Amount	\$ 202,300
2019-20	Total Amount	\$ 496,659

Reasons for the Reserve is Over the Minimum Required

2017-18	To help fund the Middle College program and keep additional reserves in case of budget shortfall
2018-19	To help fund the Middle College program and keep additional reserves in case of budget shortfall
2019-20	To help fund the Middle College program and keep additional reserves in case of budget shortfall

I hereby certify, in accordance with the regulations and pursuant to Senate Bill (SB) 858 [Chapter 32/2014], that the above information was provided at a public hearing for the budget adoption.

Teresa Fiscus
CBO Signature

6-14-17
Date

Teresa Fiscus
Print Name

ANNUAL BUDGET REPORT:
July 1, 2017 Budget Adoption

This budget was developed using the state-adopted Criteria and Standards. It was filed and adopted subsequent to a public hearing by the JPA governing board. (Pursuant to Education Code sections 33129, 41023 and 42127)

Budget available for inspection at:

Public Hearing:

Place: 1040 Florence Road
Date: June 05, 2017

Place: 1040 Florence Road
Date: June 14, 2017
Time: 06:00 PM

Adoption Date: June 14, 2017

Signed: _____
Clerk/Secretary of the JPA Governing Board
(Original signature required)

Contact person for additional information on the budget reports:

Name: Teresa Fiscus

Telephone: 925-606-3253

Title: Fiscal Director

E-mail: tfiscus@lvjUSD.k12.ca.us

Criteria and Standards Review Summary

The following summary is automatically completed based on data provided in the Criteria and Standards Review (Form 01CS). Criteria and standards that are "Not Met," and supplemental information and additional fiscal indicators that are "Yes," may indicate areas of potential concern for fiscal solvency purposes and should be carefully reviewed.

CRITERIA AND STANDARDS			Met	Not Met
1	Average Daily Attendance	This criterion is not checked for JPAs.	n/a	
2	Enrollment	This criterion is not checked for JPAs.	n/a	
3	ADA to Enrollment	This criterion is not checked for JPAs.	n/a	
4	Local Control Funding Formula (LCFF) Revenue	This criterion is not checked for JPAs.	n/a	

CRITERIA AND STANDARDS (continued)			Met	Not Met
5	Salaries and Benefits	Projected ratios of total salaries and benefits to total general fund expenditures are consistent with historical ratios for the budget and two subsequent fiscal years.		X
6a	Other Revenues	Projected operating revenues (e.g., federal, other state, and other local) are within the standard for the budget and two subsequent fiscal years.		X
6b	Other Expenditures	Projected operating expenditures (e.g., books and supplies, and services and other operating) are within the standard for the budget and two subsequent fiscal years.		X
7	Ongoing and Major Maintenance Account	This criterion is not checked for JPAs.	n/a	
8	Deficit Spending	Deficit spending, if any, has not exceeded the standard for two or more of the last three fiscal years.	X	
9	Fund Balance	General fund beginning balance has not been overestimated by more than the standard for two or more of the last three fiscal years.	X	
10	Reserves	Projected available reserves (e.g., reserve for economic uncertainties, unassigned/unappropriated amounts) meet minimum requirements for the budget and two subsequent fiscal years.	X	

SUPPLEMENTAL INFORMATION			No	Yes
S1	Contingent Liabilities	Are there known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that may impact the budget?	X	
S2	Using One-time Revenues to Fund Ongoing Expenditures	Are there ongoing general fund expenditures in excess of one percent of the total general fund expenditures that are funded with one-time resources?		X
S3	Using Ongoing Revenues to Fund One-time Expenditures	Are there large non-recurring general fund expenditures that are funded with ongoing general fund revenues?	X	
S4	Contingent Revenues	Are any projected revenues for the budget or two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?	X	
S5	Contributions	Have transfers to or from the general fund to cover operating deficits changed by more than the standard for the budget or two subsequent fiscal years?	X	
S6	Long-term Commitments	Does the JPA have long-term (multiyear) commitments or debt agreements?		X
		• If yes, have annual payments for the budget or two subsequent fiscal years increased over prior year's (2016-17) annual payment?	X	

SUPPLEMENTAL INFORMATION (continued)			No	Yes
S7a	Postemployment Benefits Other than Pensions	Does the JPA provide postemployment benefits other than pensions (OPEB)?	X	
		• If yes, are they lifetime benefits?	n/a	
		• If yes, do benefits continue beyond age 65?	n/a	
		• If yes, are benefits funded by pay-as-you-go?	n/a	
S7b	Other Self-insurance Benefits	Does the JPA provide other self-insurance benefits (e.g., workers' compensation)?	X	
S8	Status of Labor Agreements	Are salary and benefit negotiations still open for:		
		• Certificated? (Section S8A, Line 1)	n/a	
		• Classified? (Section S8B, Line 1)	n/a	
		• Management/supervisor/confidential? (Section S8C, Line 1)	n/a	
S9	Local Control and Accountability Plan (LCAP)	This supplemental section is not checked for JPAs.	n/a	n/a
S10	LCAP Expenditures	This supplemental section is not checked for JPAs.	n/a	n/a

ADDITIONAL FISCAL INDICATORS			No	Yes
A1	Negative Cash Flow	Do cash flow projections show that the JPA will end the budget year with a negative cash balance in the general fund?	X	
A2	Independent Position Control	Is personnel position control independent from the payroll system?		X
A3	Declining Enrollment	Is enrollment decreasing in both the prior fiscal year and budget year?	n/a	
A4	New Charter Schools Impacting JPA's Enrollment	Are any new charter schools operating in JPA boundaries that are impacting the JPA's enrollment, either in the prior fiscal year or budget year?	n/a	
A5	Salary Increases Exceed COLA	Has the JPA entered into a bargaining agreement where any of the budget or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?	X	
A6	Uncapped Health Benefits	Does the JPA provide uncapped (100% employer paid) health benefits for current or retired employees?	X	
A7	Independent Financial System	Is the JPA's financial system independent from the county office system?		X
A8	Fiscal Distress Reports	Does the JPA have any reports that indicate fiscal distress? If yes, provide copies to the COE, pursuant to EC 42127.6(a).	X	
A9	Change of JPA Director or Financial Official	Have there been personnel changes in the JPA director or financial official positions within the last 12 months?		X

ANNUAL CERTIFICATION REGARDING SELF-INSURED WORKERS' COMPENSATION CLAIMS

Pursuant to EC Section 42141, if a joint powers agency is self-insured for workers' compensation claims, the director of the joint powers agency annually shall provide information to the governing board of the joint powers agency regarding the estimated accrued but unfunded cost of those claims. The governing board annually shall certify to the county superintendent of schools the amount of money, if any, that it has decided to reserve in its budget for the cost of those claims.

To the County Superintendent of Schools:

() Our JPA is self-insured for workers' compensation claims as defined in Education Code Section 42141(a):

Total liabilities actuarially determined:	\$ _____
Less: Amount of total liabilities reserved in budget:	\$ _____
Estimated accrued but unfunded liabilities:	\$ _____ 0.00

() This joint powers agency is not self-insured for workers' compensation claims.

Signed _____
Clerk/Secretary of the Governing Board
(Original Signature Required)

Date of Meeting: Jun 14, 2017

For additional information on this certification, please contact:

Name: Julie Duncan

Title: Superintendent

Telephone: 925-455-4800 ext 106

E-mail: jduncan@tvp.org

Description	Resource Codes	Object Codes	2016-17 Estimated Actuals	2017-18 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	181,302.00	181,302.00	0.0%
3) Other State Revenue		8300-8599	3,644,752.00	2,314,505.00	-36.5%
4) Other Local Revenue		8600-8799	3,773,202.00	3,349,214.00	-11.2%
5) TOTAL REVENUES			7,599,256.00	5,845,021.00	-23.1%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	1,711,774.00	1,712,350.00	0.0%
2) Classified Salaries		2000-2999	430,309.00	483,465.00	12.4%
3) Employee Benefits		3000-3999	551,358.00	612,189.00	11.0%
4) Books and Supplies		4000-4999	383,384.00	340,451.00	-11.2%
5) Services and Other Operating Expenditures		5000-5999	1,170,934.00	865,701.00	-26.1%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	3,362,898.00	2,164,710.00	-35.6%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			7,610,657.00	6,178,866.00	-18.8%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(11,401.00)	(333,845.00)	2828.2%
D. OTHER FINANCING SOURCES/USES					
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	2016-17 Estimated Actuals	2017-18 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(11,401.00)	(333,845.00)	2828.2%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,729,161.02	1,717,760.02	-0.7%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,729,161.02	1,717,760.02	-0.7%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,729,161.02	1,717,760.02	-0.7%
2) Ending Balance, June 30 (E + F1e)			1,717,760.02	1,383,915.02	-19.4%
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			537,290.00	537,290.00	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	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	380,533.00	308,945.00	-18.8%
Unassigned/Unappropriated Amount		9790	779,937.02	517,680.02	-33.6%

Description	Resource Codes	Object Codes	2016-17 Estimated Actuals	2017-18 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Fund		9130	0.00		
d) with Fiscal Agent		9135	0.00		
e) collections awaiting deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
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			0.00		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
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	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			0.00		

Description	Resource Codes	Object Codes	2016-17 Estimated Actuals	2017-18 Budget	Percent Difference
FEDERAL REVENUE					
Special Education Discretionary Grants		8182	0.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.0%
Title I, Part A, Administrator Training (NCLB)	4036	8290	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	181,302.00	181,302.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			181,302.00	181,302.00	0.0%
OTHER STATE REVENUE					
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 State Sources		8587	3,362,898.00	2,164,710.00	-35.6%
Career Technical Education Incentive Grant Program	6387	8590	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	281,854.00	149,795.00	-46.9%
TOTAL, OTHER STATE REVENUE			3,644,752.00	2,314,505.00	-36.5%
OTHER LOCAL REVENUE					
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	2016-17 Estimated Actuals	2017-18 Budget	Percent Difference
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	15,000.00	13,000.00	-13.3%
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/ Contributions		8674	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.0%
All Other Fees and Contracts		8689	349,884.00	405,866.00	16.0%
Other Local Revenue					
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.0%
All Other Local Revenue		8699	27,785.00	45,000.00	62.0%
Tuition		8710	0.00	0.00	0.0%
All Other Transfers In		8781-8783	2,774,371.00	2,885,348.00	4.0%
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	606,162.00	0.00	-100.0%
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%
TOTAL, OTHER LOCAL REVENUE			3,773,202.00	3,349,214.00	-11.2%
TOTAL, REVENUES			7,599,256.00	5,845,021.00	-23.1%

Description	Resource Codes	Object Codes	2016-17 Estimated Actuals	2017-18 Budget	Percent Difference
CERTIFICATED SALARIES					
Certificated Teachers' Salaries		1100	1,317,201.00	1,191,103.00	-9.6%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	394,573.00	521,247.00	32.1%
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			1,711,774.00	1,712,350.00	0.0%
CLASSIFIED SALARIES					
Classified Instructional Salaries		2100	0.00	0.00	0.0%
Classified Support Salaries		2200	248,836.00	255,267.00	2.6%
Classified Supervisors' and Administrators' Salaries		2300	76,112.00	98,649.00	29.6%
Clerical, Technical and Office Salaries		2400	91,372.00	115,660.00	26.6%
Other Classified Salaries		2900	13,989.00	13,889.00	-0.7%
TOTAL, CLASSIFIED SALARIES			430,309.00	483,465.00	12.4%
EMPLOYEE BENEFITS					
STRS		3101-3102	342,046.00	383,914.00	12.2%
PERS		3201-3202	66,826.00	84,790.00	26.9%
OASDI/Medicare/Alternative		3301-3302	63,466.00	61,874.00	-2.5%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment insurance		3501-3502	1,193.00	1,170.00	-1.9%
Workers' Compensation		3601-3602	77,827.00	80,441.00	3.4%
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			551,358.00	612,189.00	11.0%
BOOKS AND SUPPLIES					
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	285,108.00	229,951.00	-19.3%
Noncapitalized Equipment		4400	98,276.00	110,500.00	12.4%
Food		4700	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			383,384.00	340,451.00	-11.2%

Description	Resource Codes	Object Codes	2016-17 Estimated Actuals	2017-18 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	73,516.00	48,150.00	-34.5%
Dues and Memberships		5300	12,380.00	14,000.00	13.1%
Insurance		5400-5450	25,000.00	25,000.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	27,729.00	20,800.00	-25.0%
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 Operating Expenditures		5800	1,019,809.00	746,751.00	-26.8%
Communications		5900	12,500.00	11,000.00	-12.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			1,170,934.00	865,701.00	-26.1%
CAPITAL OUTLAY					
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%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2016-17 Estimated Actuals	2017-18 Budget	Percent Difference
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Tuition					
Tuition, Excess Costs, and/or Deficit Payments 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 To Districts or Charter Schools		7211	3,362,898.00	2,164,710.00	-35.6%
To County Offices		7212	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.0%
Special Education SELPA Transfers of 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)			3,362,898.00	2,164,710.00	-35.6%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
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			7,610,657.00	6,178,866.00	-18.8%

Description	Resource Codes	Object Codes	2016-17 Estimated Actuals	2017-18 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From: Special Reserve Fund		8912	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
To: Special Reserve Fund		7612	0.00	0.00	0.0%
To: State School Building Fund/ 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) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Long-Term Debt Proceeds					
Proceeds from Certificates 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%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2016-17 Estimated Actuals	2017-18 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	181,302.00	181,302.00	0.0%
3) Other State Revenue		8300-8599	3,644,752.00	2,314,505.00	-36.5%
4) Other Local Revenue		8600-8799	3,773,202.00	3,349,214.00	-11.2%
5) TOTAL REVENUES			7,599,256.00	5,845,021.00	-23.1%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		1,943,580.00	1,815,210.00	-6.6%
2) Instruction - Related Services	2000-2999		946,865.00	952,108.00	0.6%
3) Pupil Services	3000-3999		314,755.00	321,896.00	2.3%
4) Ancillary Services	4000-4999		839,358.00	682,449.00	-18.7%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		203,201.00	242,493.00	19.3%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	3,362,898.00	2,164,710.00	-35.6%
10) TOTAL EXPENDITURES			7,610,657.00	6,178,866.00	-18.8%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(11,401.00)	(333,845.00)	2828.2%
D. OTHER FINANCING SOURCES/USES					
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	Function Codes	Object Codes	2016-17 Estimated Actuals	2017-18 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(11,401.00)	(333,845.00)	2828.2%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,729,161.02	1,717,760.02	-0.7%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,729,161.02	1,717,760.02	-0.7%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,729,161.02	1,717,760.02	-0.7%
2) Ending Balance, June 30 (E + F1e)			1,717,760.02	1,383,915.02	-19.4%
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			537,290.00	537,290.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	380,533.00	308,945.00	-18.8%
Unassigned/Unappropriated Amount		9790	779,937.02	517,680.02	-33.6%

Resource	Description	2016-17 Estimated Actuals	2017-18 Budget
6391	Adult Education Block Grant Program	2,800.00	2,800.00
9010	Other Restricted Local	534,490.00	534,490.00
Total, Restricted Balance		<u>537,290.00</u>	<u>537,290.00</u>

ESTIMATES THROUGH THE MONTH OF	Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February
			JUNE							
A. BEGINNING CASH			1,697,760.02	1,734,810.02	1,440,810.02	1,216,810.02	1,420,810.02	1,404,810.02	1,213,810.02	1,417,810.02
B. RECEIPTS										
LCFF/Revenue Limit Sources										
Principal Apportionment	8010-8019		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Property Taxes	8020-8079		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Miscellaneous Funds	8080-8099		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Federal Revenue	8100-8299		0.00	0.00	0.00	45,000.00	0.00	0.00	45,000.00	0.00
Other State Revenue	8300-8599		65,000.00	0.00	5,000.00	2,164,710.00	0.00	0.00	0.00	0.00
Other Local Revenue	8600-8799		125,000.00	125,000.00	125,000.00	475,000.00	300,000.00	125,000.00	475,000.00	300,000.00
Interfund Transfers In	8910-8929		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
All Other Financing Sources	8930-8979		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECEIPTS			190,000.00	125,000.00	130,000.00	2,684,710.00	300,000.00	125,000.00	520,000.00	300,000.00
C. DISBURSEMENTS										
Certificated Salaries	1000-1999		60,355.00	143,000.00	143,000.00	143,000.00	143,000.00	143,000.00	143,000.00	143,000.00
Classified Salaries	2000-2999		16,500.00	45,000.00	45,000.00	45,000.00	45,000.00	45,000.00	45,000.00	45,000.00
Employee Benefits	3000-3999		26,095.00	56,000.00	56,000.00	56,000.00	56,000.00	56,000.00	56,000.00	56,000.00
Books and Supplies	4000-4999		10,000.00	75,000.00	50,000.00	12,000.00	12,000.00	12,000.00	12,000.00	100,000.00
Services	5000-5999		60,000.00	100,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00
Capital Outlay	6000-6599		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Outgo	7000-7499		0.00	0.00	0.00	2,164,710.00	0.00	0.00	0.00	0.00
Interfund Transfers Out	7600-7629		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
All Other Financing Uses	7630-7699		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL DISBURSEMENTS			172,950.00	419,000.00	354,000.00	2,480,710.00	316,000.00	316,000.00	316,000.00	404,000.00
D. BALANCE SHEET ITEMS										
<u>Assets and Deferred Outflows</u>										
Cash Not in Treasury	9111-9199	20,000.00	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Accounts Receivable	9200-9299	0.00								
Due From Other Funds	9310	0.00								
Stores	9320	0.00								
Prepaid Expenditures	9330	0.00								
Other Current Assets	9340	0.00								
Deferred Outflows of Resources	9490	0.00								
SUBTOTAL		20,000.00	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>Liabilities and Deferred Inflows</u>										
Accounts Payable	9500-9599	0.00								
Due To Other Funds	9610	0.00								
Current Loans	9640	0.00								
Unearned Revenues	9650	0.00								
Deferred Inflows of Resources	9690	0.00								
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>Nonoperating</u>										
Suspense Clearing	9910	0.00								
TOTAL BALANCE SHEET ITEMS		20,000.00	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E. NET INCREASE/DECREASE (B - C + D)			37,050.00	(294,000.00)	(224,000.00)	204,000.00	(16,000.00)	(191,000.00)	204,000.00	(104,000.00)
F. ENDING CASH (A + E)			1,734,810.02	1,440,810.02	1,216,810.02	1,420,810.02	1,404,810.02	1,213,810.02	1,417,810.02	1,313,810.02
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS										

	Object	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
ESTIMATES THROUGH THE MONTH OF JUNE									
A. BEGINNING CASH		1,313,810.02	1,332,605.02	1,466,605.02	1,450,605.02				
B. RECEIPTS									
LCFF/Revenue Limit Sources									
	Principal Apportionment 8010-8019	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Property Taxes 8020-8079	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Funds 8080-8099	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Federal Revenue 8100-8299	0.00	45,000.00	0.00	0.00	46,302.00	0.00	181,302.00	181,302.00
	Other State Revenue 8300-8599	74,795.00	5,000.00	0.00	0.00	0.00	0.00	2,314,505.00	2,314,505.00
	Other Local Revenue 8600-8799	300,000.00	400,000.00	300,000.00	299,214.00	0.00	0.00	3,349,214.00	3,349,214.00
	Interfund Transfers In 8910-8929	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	All Other Financing Sources 8930-8979	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECEIPTS		374,795.00	450,000.00	300,000.00	299,214.00	46,302.00	0.00	5,845,021.00	5,845,021.00
C. DISBURSEMENTS									
	Certificated Salaries 1000-1999	143,000.00	143,000.00	143,000.00	85,000.00	0.00	136,995.00	1,712,350.00	1,712,350.00
	Classified Salaries 2000-2999	45,000.00	45,000.00	45,000.00	16,965.00	0.00	0.00	483,465.00	483,465.00
	Employee Benefits 3000-3999	56,000.00	56,000.00	56,000.00	26,094.00	0.00	0.00	612,189.00	612,189.00
	Books and Supplies 4000-4999	12,000.00	12,000.00	12,000.00	12,000.00	9,451.00	0.00	340,451.00	340,451.00
	Services 5000-5999	100,000.00	60,000.00	60,000.00	60,000.00	65,701.00	0.00	865,701.00	865,701.00
	Capital Outlay 6000-6599	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Other Outgo 7000-7499	0.00	0.00	0.00	0.00	0.00	0.00	2,164,710.00	2,164,710.00
	Interfund Transfers Out 7600-7629	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	All Other Financing Uses 7630-7699	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL DISBURSEMENTS		356,000.00	316,000.00	316,000.00	200,059.00	75,152.00	136,995.00	6,178,866.00	6,178,866.00
D. BALANCE SHEET ITEMS									
<u>Assets and Deferred Outflows</u>									
	Cash Not In Treasury 9111-9199	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00	
	Accounts Receivable 9200-9299							0.00	
	Due From Other Funds 9310							0.00	
	Stores 9320							0.00	
	Prepaid Expenditures 9330							0.00	
	Other Current Assets 9340							0.00	
	Deferred Outflows of Resources 9490					0.00		0.00	
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	20,000.00	
<u>Liabilities and Deferred Inflows</u>									
	Accounts Payable 9500-9599							0.00	
	Due To Other Funds 9610							0.00	
	Current Loans 9640							0.00	
	Unearned Revenues 9650							0.00	
	Deferred Inflows of Resources 9690							0.00	
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<u>Nonoperating</u>									
	Suspense Clearing 9910							0.00	
TOTAL BALANCE SHEET ITEMS		0.00	0.00	0.00	0.00	0.00	0.00	20,000.00	
E. NET INCREASE/DECREASE (B - C + D)		18,795.00	134,000.00	(16,000.00)	99,155.00	(28,850.00)	(136,995.00)	(313,845.00)	(333,845.00)
F. ENDING CASH (A + E)		1,332,605.02	1,466,605.02	1,450,605.02	1,549,760.02				
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS								1,383,915.02	

Description	Object Codes	2017-18 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2018-19 Projection (C)	% Change (Cols. E-C/C) (D)	2019-20 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099					
2. Federal Revenues	8100-8299	181,302.00	0.00%	181,302.00	0.00%	181,302.00
3. Other State Revenues	8300-8599	2,314,505.00	-37.41%	1,448,621.00	-89.66%	149,795.00
4. Other Local Revenues	8600-8799	3,349,214.00	3.69%	3,472,745.00	3.69%	3,601,056.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	0.00	0.00%	0.00	0.00%	0.00
6. Total (Sum lines A1 thru A5c)		5,845,021.00	-12.70%	5,102,668.00	-22.94%	3,932,153.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				1,712,350.00		1,789,129.00
b. Step & Column Adjustment				16,179.00		16,839.00
c. Cost-of-Living Adjustment						
d. Other Adjustments				60,600.00		
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	1,712,350.00	4.48%	1,789,129.00	0.94%	1,805,968.00
2. Classified Salaries						
a. Base Salaries				483,465.00		487,977.00
b. Step & Column Adjustment				4,512.00		4,557.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	483,465.00	0.93%	487,977.00	0.93%	492,534.00
3. Employee Benefits	3000-3999	612,189.00	8.45%	663,935.00	7.70%	715,080.00
4. Books and Supplies	4000-4999	340,451.00	0.93%	343,612.00	0.53%	345,416.00
5. Services and Other Operating Expenditures	5000-5999	865,701.00	0.59%	870,800.00	0.71%	877,000.00
6. Capital Outlay	6000-6999	0.00	0.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	2,164,710.00	-40.00%	1,298,826.00	-100.00%	0.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	0.00	0.00%	0.00	0.00%	0.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%	0.00	0.00%	0.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments (Explain in Section G below)				0.00		0.00
11. Total (Sum lines B1 thru B10)		6,178,866.00	-11.73%	5,454,279.00	-22.34%	4,235,998.00
C. NET INCREASE (DECREASE) IN FUND BALANCE						
(Line A6 minus line B11)						
		(333,845.00)		(351,611.00)		(303,845.00)
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01, line F1e)		1,717,760.02		1,383,915.02		1,032,304.02
2. Ending Fund Balance (Sum lines C and D1)		1,383,915.02		1,032,304.02		728,459.02
3. Components of Ending Fund Balance						
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
a. Nonspendable	9710-9719	20,000.00		20,000.00		20,000.00
b. Restricted	9740	537,290.00		537,290.00		0.00
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		0.00		0.00
d. Assigned	9780	0.00		0.00		0.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	308,945.00		272,714.00		211,800.00
2. Unassigned/Unappropriated	9790	517,680.02		202,300.02		496,659.02
f. Total Components of Ending Fund Balance		1,383,915.02		1,032,304.02		728,459.02
(Line D3f must agree with line D2)						

Description	Object Codes	2017-18 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2018-19 Projection (C)	% Change (Cols. E-C/C) (D)	2019-20 Projection (E)
E. AVAILABLE RESERVES						
I. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	308,945.00		272,714.00		211,800.00
c. Unassigned/Unappropriated	9790	517,680.02		202,300.02		496,659.02
d. Negative Restricted Ending Balances (Negative resources 2000-9999) (Enter projections)	979Z			0.00		0.00
(Enter reserve projections in Columns C and E for subsequent years 1 and 2. - Column A is extracted.)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750			0.00		0.00
b. Reserve for Economic Uncertainties	9789			0.00		0.00
c. Unassigned/Unappropriated	9790			0.00		0.00
3. Total Available Reserves - by Amount (Sum lines E1a thru E2c)		826,625.02		475,014.02		708,459.02
4. Total Available Reserves - by Percent (Line E3 divided by Line F2)		13.38%		8.71%		16.72%
F. RECOMMENDED RESERVES						
1. JPA ADA						
Used to determine the reserve standard percentage level on Line F5 (Enter ADA for current and two subsequent years, if applicable)						
		0.00		0.00		0.00
2. Total Expenditures and Other Financing Uses (Line B11)		6,178,866.00		5,454,279.00		4,235,998.00
3. Less: Special Education Pass-through (Not applicable for JPAs)		N/A		N/A		N/A
4. Sub-Total (Line F2 minus F3)		6,178,866.00		5,454,279.00		4,235,998.00
5. Reserve Standard Percentage Level (Refer to Form 01CS, Criterion 10 for calculation details)		5%		5%		5%
6. Reserve Standard - By Percent (Line F4 times F5)		308,943.30		272,713.95		211,799.90
7. Reserve Standard - By Amount (Refer to Form 01CS, Criterion 10 for calculation details)		66,000.00		66,000.00		66,000.00
8. Reserve Standard (Greater of Line F6 or F7)		308,943.30		272,713.95		211,799.90
9. Available Reserves (Line E3) Meet the Reserve Standard (Line F8)		YES		YES		YES
G. ASSUMPTIONS						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						
Adding 1 teacher for Middle College in 2018-19 \$60,600 estimated salary cost						

Provide methodology and assumptions used to estimate revenues, expenditures, reserves and fund balance, and multiyear commitments (including cost-of-living adjustments). Deviations from the standards must be explained and may affect the approval of the budget.

Note: This form is the same as the school district criteria and standards review except for the average daily attendance, enrollment, ADA to enrollment, LCFF revenue, and ongoing and major maintenance account criteria, which are not applicable for JPAs. The criteria and standards review should be completed only to the extent that individual components apply to each JPA, and with concurrence from the reviewing agency.

CRITERIA AND STANDARDS

1. **CRITERION: Average Daily Attendance**
This criterion is not checked for JPAs
2. **CRITERION: Enrollment**
This criterion is not checked for JPAs
3. **CRITERION: ADA to Enrollment**
This criterion is not checked for JPAs
4. **CRITERION: Local Control Funding Formula (LCFF) Revenue**
This criterion is not checked for JPAs

5. CRITERION: Salaries and Benefits

STANDARD: Projected ratio of total salaries and benefits to total general fund expenditures for any of the budget year or two subsequent fiscal years has not changed from the historical average ratio from the three prior fiscal years by more than the greater of three percent or the JPA's required reserves percentage.

5A. Calculating the JPA's Historical Average Ratio of Salaries and Benefits to Total General Fund Expenditures

DATA ENTRY: All data are extracted or calculated.

Fiscal Year	Estimated/Unaudited Actuals		Ratio of Salaries and Benefits to Total Expenditures
	Salaries and Benefits (Form 01, Objects 1000-3999)	Total Expenditures (Form 01, Objects 1000-7499)	
Third Prior Year (2014-15)	3,184,366.19	5,623,156.79	56.6%
Second Prior Year (2015-16)	3,985,213.18	5,397,623.63	73.8%
First Prior Year (2016-17)	2,693,441.00	7,610,657.00	35.4%
Historical Average Ratio:			55.3%

	Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
JPA's Reserve Standard Percentage (Criterion 10B, Line 4):	5.0%	5.0%	5.0%
JPA's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the JPA's reserve standard percentage):	50.3% to 60.3%	50.3% to 60.3%	50.3% to 60.3%

5B. Calculating the JPA's Projected Ratio of Salaries and Benefits to Total General Fund Expenditures

DATA ENTRY: If Form MYP exists, Salaries and Benefits, and Total Expenditures data for the 1st and 2nd Subsequent Years will be extracted; if not, enter data for the two subsequent years. All other data are extracted or calculated.

Fiscal Year	Budget		Ratio of Salaries and Benefits to Total Expenditures	Status
	Salaries and Benefits (Form 01, Objects 1000-3999) (Form MYP, Lines B1-B3)	Total Expenditures (Form 01, Objects 1000-7499) (Form MYP, Lines B1-B8, B10)		
Budget Year (2017-18)	2,808,004.00	6,178,866.00	45.4%	Not Met
1st Subsequent Year (2018-19)	2,941,041.00	5,454,279.00	53.9%	Met
2nd Subsequent Year (2019-20)	3,013,582.00	4,235,998.00	71.1%	Not Met

5C. Comparison of JPA Salaries and Benefits Ratio to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. **STANDARD NOT MET** - Projected ratio(s) of salary and benefit costs to total expenditures are outside the standard in one or more of the budget or two subsequent fiscal years. Provide reasons why the projection(s) exceed the standard, a description of the methods and assumptions used in projecting salaries and benefits, and what changes, if any, will be made to bring the projected salary and benefit costs within the standard.

Explanation:
(required if NOT met)

The CTE incentive grant is affecting the percentages in 2016-17, 2017-18, & 2018-19. In these years \$3.3 million, \$2.1 million, and \$1.2 million respectively will be received as revenue and distributed as pass-through expenditures.

6. CRITERION: Other Revenues and Expenditures

STANDARD: Projected operating revenues (including federal, other state, and other local) or expenditures (including books and supplies, and services and other operating), for any of the budget year or two subsequent fiscal years, have not changed from the prior fiscal year amount by more than the funded cost-of-living adjustment (COLA) plus or minus ten percent.

For each major object category, changes that exceed the funded COLA plus or minus five percent must be explained.

6A. Calculating the JPA's Other Revenues and Expenditures Standard Percentage Ranges

DATA ENTRY: Enter data for the budget and two subsequent fiscal years on line 1. All other data are extracted or calculated.

	Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
1. JPA's Change in Funding Level			
2. JPA's Other Revenues and Expenditures Standard Percentage Range (Line 1, plus/minus 10%):	-10.00% to 10.00%	-10.00% to 10.00%	-10.00% to 10.00%
3. JPA's Other Revenues and Expenditures Explanation Percentage Range (Line 1, plus/minus 5%):	-5.00% to 5.00%	-5.00% to 5.00%	-5.00% to 5.00%

6B. Calculating the JPA's Change by Major Object Category and Comparison to the Explanation Percentage Range (Section 6A, Line 3)

DATA ENTRY: If Form MYP exists, the 1st and 2nd Subsequent Year data for each revenue and expenditure section will be extracted; if not, enter data for the two subsequent years. All other data are extracted or calculated.

Explanations must be entered for each category if the percent change for any year exceeds the JPA's explanation percentage range.

Object Range / Fiscal Year	Amount	Percent Change Over Previous Year	Change Is Outside Explanation Range
Federal Revenue (Fund 01, Objects 8100-8299) (Form MYP, Line A2)			
First Prior Year (2016-17)	181,302.00		
Budget Year (2017-18)	181,302.00	0.00%	No
1st Subsequent Year (2018-19)	181,302.00	0.00%	No
2nd Subsequent Year (2019-20)	181,302.00	0.00%	No

Explanation:
(required if yes)

Other State Revenue (Fund 01, Objects 8300-8599) (Form MYP, Line A3)

First Prior Year (2016-17)	3,644,752.00		
Budget Year (2017-18)	2,314,505.00	-36.50%	Yes
1st Subsequent Year (2018-19)	1,448,621.00	-37.41%	Yes
2nd Subsequent Year (2019-20)	149,795.00	-89.66%	Yes

Explanation:
(required if yes)

The CTE incentive grant is affecting these percentages in 2016-17, 2017-18, and 2018-19. In these years, \$3.3 million, \$2.1 million, and \$1.2 million respectively will be received as revenue and distributed as a pass-through expenditure.

Other Local Revenue (Fund 01, Objects 8600-8799) (Form MYP, Line A4)

First Prior Year (2016-17)	3,773,202.00		
Budget Year (2017-18)	3,349,214.00	-11.24%	Yes
1st Subsequent Year (2018-19)	3,472,745.00	3.69%	No
2nd Subsequent Year (2019-20)	3,601,056.00	3.69%	No

Explanation:
(required if yes)

2017-18 will be the first year that the Adults in Correction funding will not be received as a pass-through local revenue from Pleasanton USD. The program has ended.

Books and Supplies (Fund 01, Objects 4000-4999) (Form MYP, Line B4)

First Prior Year (2016-17)	383,384.00		
Budget Year (2017-18)	340,451.00	-11.20%	Yes
1st Subsequent Year (2018-19)	343,612.00	0.93%	No
2nd Subsequent Year (2019-20)	345,416.00	0.53%	No

Explanation:
(required if yes)

The Adults in Corrections program ended mid-year in 2016-17. The expenditures from 2016-17 related to this program have been removed from the 2017-18 budget. In addition, the budget for the DGI program has been reduced in 2017-18.

Services and Other Operating Expenditures (Fund 01, Objects 5000-5999) (Form MYP, Line B6)

First Prior Year (2016-17)	1,170,934.00		
Budget Year (2017-18)	865,701.00	-26.07%	Yes
1st Subsequent Year (2018-19)	870,800.00	0.59%	No
2nd Subsequent Year (2019-20)	877,000.00	0.71%	No

Explanation:
(required if yes)

The Adults in Corrections program ended mid-year in 2016-17. The expenditures from 2-16-17 related to this program have been removed from the 2017-18 budget. In addition, the budget for the DGI program has been reduced in 2017-18.

6C. Calculating the JPA's Change in Total Operating Revenues and Expenditures (Section 6A, Line 2)

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	Amount	Percent Change Over Previous Year	Status
----------------------------	--------	-----------------------------------	--------

Total Federal, Other State, and Other Local Revenue (Section 6B)

First Prior Year (2016-17)	7,599,256.00		
Budget Year (2017-18)	5,845,021.00	-23.08%	Not Met
1st Subsequent Year (2018-19)	5,102,668.00	-12.70%	Not Met
2nd Subsequent Year (2019-20)	3,932,153.00	-22.94%	Not Met

Total Books and Supplies, and Services and Other Operating Expenditures (Section 6B)

First Prior Year (2016-17)	1,554,318.00		
Budget Year (2017-18)	1,206,152.00	-22.40%	Not Met
1st Subsequent Year (2018-19)	1,214,412.00	0.68%	Met
2nd Subsequent Year (2019-20)	1,222,416.00	0.66%	Met

6D. Comparison of JPA Total Operating Revenues and Expenditures to the Standard Percentage Range

DATA ENTRY: Explanations are linked from Section 6B if the status in Section 6C is not met; no entry is allowed below.

- 1a. STANDARD NOT MET - Projected total operating revenues have changed by more than the standard in one or more of the budget or two subsequent fiscal years. Reasons for the projected change, descriptions of the methods and assumptions used in the projections, and what changes, if any, will be made to bring the projected operating revenues within the standard must be entered in Section 6B above and will also display in the explanation box below.

Explanation:

Federal Revenue
(linked from 6B
if NOT met)

Explanation:

Other State Revenue
(linked from 6B
if NOT met)

The CTE incentive grant is affecting these percentages in 2016-17, 2017-18, and 2018-19. In these years, \$3.3 million, \$2.1 million, and \$1.2 million respectively will be received as revenue and distributed as a pass-through expenditure.

Explanation:

Other Local Revenue
(linked from 6B
if NOT met)

2017-18 will be the first year that the Adults in Correction funding will not be received as a pass-through local revenue from Pleasanton USD. The program has ended.

- 1b. STANDARD NOT MET - Projected total operating expenditures have changed by more than the standard in one or more of the budget or two subsequent fiscal years. Reasons for the projected change, descriptions of the methods and assumptions used in the projections, and what changes, if any, will be made to bring the projected operating expenditures within the standard must be entered in Section 6B above and will also display in the explanation box below.

Explanation:

Books and Supplies
(linked from 6B
if NOT met)

The Adults in Corrections program ended mid-year in 2016-17. The expenditures from 2016-17 related to this program have been removed from the 2017-18 budget. In addition, the budget for the DGI program has been reduced in 2017-18.

Explanation:

Services and Other Exps
(linked from 6B
if NOT met)

The Adults in Corrections program ended mid-year in 2016-17. The expenditures from 2-16-17 related to this program have been removed from the 2017-18 budget. In addition, the budget for the DGI program has been reduced in 2017-18.

7. CRITERION: Facilities Maintenance

STANDARD: Confirm that the annual contribution for facilities maintenance funding is not less than the amount required pursuant to Education Code Section 17070.75, if applicable, and that the JPA is providing adequately to preserve the functionality of its facilities for their normal life in accordance with Education Code sections 52060(d)(1) and 17002(d)(1).

Determining the JPA's Compliance with the Contribution Requirement for EC Section 17070.75 - Ongoing and Major Maintenance/Restricted Maintenance Account (OMMA/RMA)

This criterion is not checked for JPAs

8. CRITERION: Deficit Spending

STANDARD: Deficit spending (total expenditures and other financing uses is greater than total revenues and other financing sources) as a percentage of total expenditures and other financing uses, has not exceeded one-third of the JPA's available reserves¹ as a percentage of total expenditures and other financing uses² in two out of three prior fiscal years:

8A. Calculating the JPA's Deficit Spending Standard Percentage Levels

DATA ENTRY: All data are extracted or calculated.

	Third Prior Year (2014-15)	Second Prior Year (2015-16)	First Prior Year (2016-17)
1. JPA's Available Reserve Amounts			
a. Reserve for Economic Uncertainties (Funds 01 and 17, Object 9789)	281,158.00	269,881.00	380,533.00
b. Unassigned/Unappropriated (Funds 01 and 17, Object 9790)	1,249,153.40	1,436,480.02	779,937.02
c. Negative General Fund Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999)	0.00	0.00	0.00
d. Available Reserves (Lines 1a through 1c)	1,530,311.40	1,706,361.02	1,160,470.02
2. JPA's Total Expenditures and Other Financing Uses			
a. JPA's Total Expenditures and Other Financing Uses (Criterion 8B)	5,623,156.79	5,397,623.63	7,610,657.00
b. Plus: Special Education Pass-through Funds (Not applicable for JPAs)	N/A	N/A	N/A
c. Total Expenditures and Other Financing Uses (Line 2a plus Line 2b)	5,623,156.79	5,397,623.63	7,610,657.00
3. JPA's Available Reserve Percentage (Line 1d divided by Line 2c)	27.2%	31.6%	15.2%
JPA's Deficit Spending Standard Percentage Levels (Line 3 times 1/3):	9.1%	10.5%	5.1%

¹Available reserves are the amounts in the Reserve for Economic Uncertainties and the Unassigned/Unappropriated accounts in the General Fund and the Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund.

² A JPA that is the Administrative Unit (AU) of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

8B. Calculating the JPA's Deficit Spending Percentages

DATA ENTRY: All data are extracted or calculated.

Fiscal Year	Net Change in Fund Balance (Form 01, Section E)	Total Expenditures and Other Financing Uses (Form 01, Objects 1000-7999)	Deficit Spending Level (If Net Change in Fund Balance is negative, else N/A)	Status
Third Prior Year (2014-15)	(810,437.90)	5,623,156.79	14.4%	Not Met
Second Prior Year (2015-16)	(194,333.38)	5,397,623.63	3.6%	Met
First Prior Year (2016-17)	(11,401.00)	7,610,657.00	0.1%	Met
Budget Year (2017-18) (Information only)	(333,845.00)	6,178,866.00		

8C. Comparison of JPA Deficit Spending to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Deficit spending, if any, has not exceeded the standard percentage level in two or more of the three prior years.

Explanation:
(required if NOT met)

In 2014-15, the JPA had a very large reserve balance so the JPA decided to reduce member district contributions that year creating an increase in deficit spending. This was a planned spend down of reserves in 2014-15.

9. CRITERION: Fund Balance

STANDARD: Budgeted beginning general fund balance has not been overestimated for two out of three prior fiscal years by more than the following percentage levels:

Percentage Level ¹	JPA ADA	
1.7%	0	to 300
1.3%	301	to 1,000
1.0%	1,001	to 30,000
0.7%	30,001	to 400,000
0.3%	400,001	and over

¹ Percentage levels equate to a rate of deficit spending which would eliminate recommended reserves for economic uncertainties over a three year period.

JPA ADA (Criterion 10):

JPA's Fund Balance Standard Percentage Level:

9A. Calculating the JPA's General Fund Beginning Balance Percentages

DATA ENTRY: Enter data in the Original Budget column for the First, Second, and Third Prior Years; all other data are extracted or calculated.

Fiscal Year	General Fund Beginning Balance ² (Form 01, Line F1e)		Beginning Fund Balance Variance Level (If overestimated, else N/A)	Status
	Original Budget	Estimated/Unaudited Actuals		
Third Prior Year (2014-15)	3,026,089.26	2,733,932.30	9.7%	Not Met
Second Prior Year (2015-16)	1,771,172.60	1,923,494.40	N/A	Met
First Prior Year (2016-17)	1,449,467.40	1,729,161.02	N/A	Met
Budget Year (2017-18) (Information only)	1,717,760.02			

² Adjusted beginning balance, including audit adjustments and other restatements (objects 9791-9795)

9B. Comparison of JPA Beginning Fund Balance to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - General fund beginning fund balance has not been overestimated by more than the standard percentage level for two or more of the previous three years.

Explanation:
(required if NOT met)

In 2014-15 the JPA had a very large reserve balance so the JPA decided to reduce member contributions that year. It was a planned spend down of reserves to reduce the fund balance.

10. CRITERION: Reserves

STANDARD: Available reserves¹ for any of the budget year or two subsequent fiscal years are not less than the following percentages or amounts² as applied to total expenditures and other financing uses³:

Percentage Level	JPA ADA		
5% or \$66,000 (greater of)	0	to	300
4% or \$66,000 (greater of)	301	to	1,000
3%	1,001	to	30,000
2%	30,001	to	400,000
1%	400,001	and	over

¹ Available reserves are the amounts in the Reserve for Economic Uncertainties and the Unassigned/Unappropriated accounts in the General Fund and the Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund.

² Dollar amounts to be adjusted annually by the prior year statutory cost-of-living adjustment (Education Code Section 42238) and then rounded to the nearest thousand.

³ A JPA that is the Administrative Unit (AU) of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

	Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
JPA ADA (Form MYP, Line F1, if available; else defaults to zero and may be overwritten):	0	0	0
JPA's Reserve Standard Percentage Level:	5%	5%	5%

10A. Calculating the JPA's Special Education Pass-through Exclusions (only for JPAs that serve as the AU of a SELPA)

Special education pass-through exclusions are not applicable for JPAs

10B. Calculating the JPA's Reserve Standard

DATA ENTRY: If Form MYP exists, the 1st and 2nd Subsequent Year data for lines 1 and 2 will be extracted; if not, enter data for the two subsequent years. All other data are extracted or calculated.

	Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
1. Total Expenditures and Other Financing Uses (Criterion 8B) (Form MYP, Line B11)	6,178,866.00	5,454,279.00	4,235,998.00
2. Less: Special Education Pass-through (Not applicable for JPAs)	N/A	N/A	N/A
3. Net Expenditures and Other Financing Uses (Line B1 minus Line B2)	6,178,866.00	5,454,279.00	4,235,998.00
4. Reserve Standard Percentage Level	5%	5%	5%
5. Reserve Standard - by Percent (Line B3 times Line B4)	308,943.30	272,713.95	211,799.90
6. Reserve Standard - by Amount (\$66,000 for JPAs with 0 to 1,000 ADA, else 0)	66,000.00	66,000.00	66,000.00
7. JPA's Reserve Standard (Greater of Line B5 or Line B6)	308,943.30	272,713.95	211,799.90

10C. Calculating the JPA's Budgeted Reserve Amount

DATA ENTRY: If Form MYP exists, 1st and 2nd Subsequent Year data for lines 1 through 7 will be extracted; if not, enter data for the two subsequent years. All other data are extracted or calculated.

Reserve Amounts	Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
1. General Fund - Stabilization Arrangements (Fund 01, Object 9750) (Form MYP, Line E1a)	0.00	0.00	0.00
2. General Fund - Reserve for Economic Uncertainties (Fund 01, Object 9789) (Form MYP, Line E1b)	308,945.00	272,714.00	211,800.00
3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYP, Line E1c)	517,680.02	202,300.02	496,659.02
4. General Fund - Negative Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999) (Form MYP, Line E1d)	0.00	0.00	0.00
5. Special Reserve Fund - Stabilization Arrangements (Fund 17, Object 9750) (Form MYP, Line E2a)	0.00	0.00	0.00
6. Special Reserve Fund - Reserve for Economic Uncertainties (Fund 17, Object 9789) (Form MYP, Line E2b)	0.00	0.00	0.00
7. Special Reserve Fund - Unassigned/Unappropriated Amount (Fund 17, Object 9790) (Form MYP, Line E2c)	0.00	0.00	0.00
8. JPA's Budgeted Reserve Amount (Lines C1 thru C7)	826,625.02	475,014.02	708,459.02
9. JPA's Budgeted Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3)	13.38%	8.71%	16.72%
JPA's Reserve Standard (Section 10B, Line 7):	308,943.30	272,713.95	211,799.90
Status:	Met	Met	Met

10D. Comparison of JPA Reserve Amount to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD MET - Projected available reserves have met the standard for the budget and two subsequent fiscal years.

Explanation:
(required if NOT met)

SUPPLEMENTAL INFORMATION

DATA ENTRY: Click the appropriate Yes or No button for items S1 through S4. Enter an explanation for each Yes answer.

S1. Contingent Liabilities

1a. Does your JPA have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that may impact the budget?

1b. If Yes, identify the liabilities and how they may impact the budget:

S2. Use of One-time Revenues for Ongoing Expenditures

1a. Does your JPA have ongoing general fund expenditures in the budget in excess of one percent of the total general fund expenditures that are funded with one-time resources?

1b. If Yes, identify the expenditures and explain how the one-time resources will be replaced to continue funding the ongoing expenditures in the following fiscal years:

Currently the Middle College program is partially funded from reserves. Over the next 3 years, the JPA plans to increase member contributions by the allowable percentage to support the program.

S3. Use of Ongoing Revenues for One-time Expenditures

1a. Does your JPA have large non-recurring general fund expenditures that are funded with ongoing general fund revenues?

1b. If Yes, identify the expenditures:

S4. Contingent Revenues

1a. Does your JPA have projected revenues for the budget year and/or two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?

1b. If Yes, identify any of these revenues that are dedicated for ongoing expenses and explain how the revenues will be replaced or expenditures reduced:

S5. Contributions

Identify projected contributions from unrestricted resources in the general fund to restricted resources in the general fund for the budget year and two subsequent fiscal years. Provide an explanation if contributions have changed from the prior fiscal year amounts by more than \$20,000 and more than ten percent. Explanation should include whether contributions are ongoing or one-time in nature.

Identify projected transfers to or from the general fund to cover operating deficits in either the general fund or any other fund for the budget year and two subsequent fiscal years. Provide an explanation if transfers have changed from the prior fiscal year amounts by more than \$20,000 and more than ten percent. Explanation should include whether transfers are ongoing or one-time in nature.

Estimate the impact of any capital projects on the general fund operational budget.

JPA's Contributions and Transfers Standard: -10% to +10%
or -\$20,000 to +\$20,000

S5A. Identification of the JPA's Projected Contributions, Transfers, and Capital Projects that may Impact the General Fund

DATA ENTRY: For Transfers In and Transfers Out, enter data in the First Prior Year. If Form MYP exists, the data will be extracted for the Budget Year, and 1st and 2nd Subsequent Years. If Form MYP does not exist, enter data in the Budget Year, 1st and 2nd subsequent Years. Click the appropriate button for item 1d; all other data will be calculated.

Description / Fiscal Year	Projection	Amount of Change	Percent Change	Status
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1a. **Contributions, Unrestricted General Fund (Fund 01, Resources 0000-1999, Object 8980)**
This item is not applicable for JPAs.

1b. **Transfers In, General Fund ***

First Prior Year (2016-17)				
Budget Year (2017-18)	0.00	0.00	0.0%	Met
1st Subsequent Year (2018-19)	0.00	0.00	0.0%	Met
2nd Subsequent Year (2019-20)	0.00	0.00	0.0%	Met

1c. **Transfers Out, General Fund ***

First Prior Year (2016-17)				
Budget Year (2017-18)	0.00	0.00	0.0%	Met
1st Subsequent Year (2018-19)	0.00	0.00	0.0%	Met
2nd Subsequent Year (2019-20)	0.00	0.00	0.0%	Met

1d. **Impact of Capital Projects**

Do you have any capital projects that may impact the general fund operational budget?

No

* Include transfers used to cover operating deficits in either the general fund or any other fund.

S5B. Status of the JPA's Projected Contributions, Transfers, and Capital Projects

DATA ENTRY: Enter an explanation if Not Met for items 1b-1c or if Yes for item 1d.

1a. This item is not applicable for JPAs.

1b. MET - Projected transfers in have not changed by more than the standard for the budget and two subsequent fiscal years.

Explanation:
(required if NOT met)

1c. MET - Projected transfers out have not changed by more than the standard for the budget and two subsequent fiscal years.

Explanation:
(required if NOT met)

1d. NO - There are no capital projects that may impact the general fund operational budget.

Project Information:
(required if YES)

S6. Long-term Commitments

Identify all existing and new multiyear commitments¹ and their annual required payment for the budget year and two subsequent fiscal years.

Explain how any increase in annual payments will be funded. Also explain how any decrease to funding sources used to pay long-term commitments will be replaced.

¹ Include multiyear commitments, multiyear debt agreements, and new programs or contracts that result in long-term obligations.

S6A. Identification of the JPA's Long-term Commitments

DATA ENTRY: Click the appropriate button in item 1 and enter data in all columns of item 2 for applicable long-term commitments; there are no extractions in this section.

- Does your JPA have long-term (multiyear) commitments? (If No, skip item 2 and Sections S6B and S6C)
- If Yes to item 1, list all new and existing multiyear commitments and required annual debt service amounts. Do not include long-term commitments for postemployment benefits other than pensions (OPEB); OPEB is disclosed in item S7A.

Type of Commitment	# of Years Remaining	SACS Fund and Object Codes Used For:		Principal Balance as of July 1, 2017
		Funding Sources (Revenues)	Debt Service (Expenditures)	
Capital Leases	2	General Revenues	Fund 01	12,997
Certificates of Participation				
General Obligation Bonds				
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				
Other Long-term Commitments (do not include OPEB)				
TOTAL:				12,997

Type of Commitment (continued)	First Prior Year (2016-17) Annual Payment (P & I)	Budget Year (2017-18) Annual Payment (P & I)	1st Subsequent Year (2018-19) Annual Payment (P & I)	2nd Subsequent Year (2019-20) Annual Payment (P & I)
Capital Leases				
Certificates of Participation				
General Obligation Bonds				
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				
Other Long-term Commitments (continued):				
Total Annual Payments:	0	0	0	0
Has total annual payment increased over prior year (2016-17)?	No	No	No	No

S6B. Comparison of JPA's Annual Payments To Prior Year Annual Payment

DATA ENTRY: Enter an explanation if Yes.

- 1a. No - Annual payments for long-term commitments have not increased in one or more of the budget and two subsequent fiscal years.

Explanation:
(required if Yes
to increase in total
annual payments)

S6C. Identification of Decreases to Funding Sources Used to Pay Long-term Commitments

DATA ENTRY: Click the appropriate Yes or No button in Item 1; If Yes, an explanation is required in Item 2.

1. Will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?

No

2. No - Funding sources will not decrease or expire prior to the end of the commitment period, and one-time funds are not being used for long-term commitment annual payments.

Explanation:
(required if Yes)

S7. Unfunded Liabilities

Estimate the unfunded liability for postemployment benefits other than pensions (OPEB) based on an actuarial valuation, if required, or other method; identify or estimate the annual required contribution; and indicate how the obligation is funded (pay-as-you-go, amortized over a specific period, etc.).

Estimate the unfunded liability for self-insurance programs such as workers' compensation based on an actuarial valuation, if required, or other method; identify or estimate the required contribution; and indicate how the obligation is funded (level of risk retained, funding approach, etc.).

S7A. Identification of the JPA's Estimated Unfunded Liability for Postemployment Benefits Other than Pensions (OPEB)

DATA ENTRY: Click the appropriate button in item 1 and enter data in all other applicable items; there are no extractions in this section except for the budget year data on line 5b.

1. Does your JPA provide postemployment benefits other than pensions (OPEB)? (If No, skip items 2-5)

2. For the JPA's OPEB:
a. Are they lifetime benefits?

b. Do benefits continue past age 65?

c. Describe any other characteristics of the JPA's OPEB program including eligibility criteria and amounts, if any, that retirees are required to contribute toward their own benefits:

3. a. Are OPEB financed on a pay-as-you-go, actuarial cost, or other method?

b. Indicate any accumulated amounts earmarked for OPEB in a self-insurance or governmental fund

	Self-Insurance Fund	Governmental Fund

4. OPEB Liabilities
a. OPEB actuarial accrued liability (AAL)

b. OPEB unfunded actuarial accrued liability (UAAL)

c. Are AAL and UAAL based on the JPA's estimate or an actuarial valuation?

d. If based on an actuarial valuation, indicate the date of the OPEB valuation

5. OPEB Contributions

	Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
a. OPEB annual required contribution (ARC) per actuarial valuation or Alternative Measurement Method			
b. OPEB amount contributed (for this purpose, include premiums paid to a self-insurance fund) (funds 01-70, objects 3701-3752)	0.00		
c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount)			
d. Number of retirees receiving OPEB benefits			

S7B. Identification of the JPA's Unfunded Liability for Self-Insurance Programs

DATA ENTRY: Click the appropriate button in item 1 and enter data in all other applicable items; there are no extractions in this section.

1. Does your JPA operate any self-insurance programs such as workers' compensation, employee health and welfare, or property and liability?
(Do not include OPEB, which is covered in Section S7A) (If No, skip items 2-4)

No

2. Describe each self-insurance program operated by the JPA, including details for each such as level of risk retained, funding approach, basis for the valuation (JPA's estimate or actuarial), and date of the valuation:

--

3. Self-Insurance Liabilities
a. Accrued liability for self-insurance programs
b. Unfunded liability for self-insurance programs

4. Self-Insurance Contributions
a. Required contribution (funding) for self-insurance programs
b. Amount contributed (funded) for self-insurance programs

	Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)

S8. Status of Labor Agreements

Analyze the status of employee labor agreements. Identify new labor agreements, as well as new commitments provided as part of previously ratified multiyear agreements; and include all contracts, including all administrator contracts (and including all compensation). For new agreements, indicate the date of the required board meeting. Compare the increase in new commitments to the projected increase in ongoing revenues and explain how these commitments will be funded in future fiscal years.

If salary and benefit negotiations are not finalized at budget adoption, upon settlement with certificated or classified staff:

The JPA must determine the cost of the settlement, including salaries, benefits, and any other agreements that change costs, and provide the county office of education (COE) with an analysis of the cost of the settlement and its impact on the operating budget.

The county superintendent shall review the analysis relative to the criteria and standards and may provide written comments to the president of the JPA governing board and superintendent.

S8A. Cost Analysis of JPA's Labor Agreements - Certificated (Non-management) Employees

DATA ENTRY: Enter all applicable data items; there are no extractions in this section.

	Prior Year (2nd Interim) (2016-17)	Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Number of certificated (non-management) full-time-equivalent (FTE) positions	20.1	18.3	19.3	19.3

Certificated (Non-management) Salary and Benefit Negotiations

1. Are salary and benefit negotiations settled for the budget year?

n/a

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete question 2.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-4.

If No, identify the unsettled negotiations including any prior year unsettled negotiations and then complete questions 5 and 6.

If n/a, skip to Section S8B.

Negotiations Settled

2. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

3. Period covered by the agreement:

Begin Date:

End Date:

4. Salary settlement:

Budget Year
(2017-18)

1st Subsequent Year
(2018-19)

2nd Subsequent Year
(2019-20)

Is the cost of salary settlement included in the budget and multiyear projections (MYPs)?

--	--	--

One Year Agreement

Total cost of salary settlement

--	--	--

% change in salary schedule from prior year
or

--

Multiyear Agreement

Total cost of salary settlement

--	--	--

% change in salary schedule from prior year
(may enter text, such as "Reopener")

--	--	--

Identify the source of funding that will be used to support multiyear salary commitments:

Negotiations Not Settled

5. Cost of a one percent increase in salary and statutory benefits

Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
--------------------------	----------------------------------	----------------------------------

6. Amount included for any tentative salary schedule increases

Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
--------------------------	----------------------------------	----------------------------------

Certificated (Non-management) Health and Welfare (H&W) Benefits

- Are costs of H&W benefit changes included in the budget and MYPs?
- Total cost of H&W benefits
- Percent of H&W cost paid by employer
- Percent projected change in H&W cost over prior year

Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Certificated (Non-management) Prior Year Settlements

Are any new costs from prior year settlements included in the budget?
If Yes, amount of new costs included in the budget and MYPs
If Yes, explain the nature of the new costs:

Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
<input type="text"/>	<input type="text"/>	<input type="text"/>

Certificated (Non-management) Step and Column Adjustments

- Are step & column adjustments included in the budget and MYPs?
- Cost of step & column adjustments
- Percent change in step & column over prior year

Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
--------------------------	----------------------------------	----------------------------------

<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Certificated (Non-management) Attrition (layoffs and retirements)

- Are savings from attrition included in the budget and MYPs?
- Are additional H&W benefits for those laid-off or retired employees included in the budget and MYPs?

Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
--------------------------	----------------------------------	----------------------------------

<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Certificated (Non-management) - Other

List other significant contract changes and the cost impact of each change (i.e., class size, hours of employment, leave of absence, bonuses, etc.):

S8B. Cost Analysis of JPA's Labor Agreements - Classified (Non-management) Employees

DATA ENTRY: Enter all applicable data items; there are no extractions in this section.

	Prior Year (2nd Interim) (2016-17)	Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Number of classified (non-management) FTE positions	6.0	6.5	6.5	6.5

Classified (Non-management) Salary and Benefit Negotiations

1. Are salary and benefit negotiations settled for the budget year?
If Yes, and the corresponding public disclosure documents have been filed with the COE, complete question 2.

n/a

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-4.

If No, identify the unsettled negotiations including any prior year unsettled negotiations and then complete questions 5 and 6.

If n/a, skip to Section S8C.

Negotiations Settled

2. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

3. Period covered by the agreement: Begin Date: End Date:

4. Salary settlement:

	Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Is the cost of salary settlement included in the budget and multiyear projections (MYPs)?			
One Year Agreement			
Total cost of salary settlement			
% change in salary schedule from prior year			
or			
Multiyear Agreement			
Total cost of salary settlement			
% change in salary schedule from prior year (may enter text, such as "Reopener")			

Identify the source of funding that will be used to support multiyear salary commitments:

Negotiations Not Settled

5. Cost of a one percent increase in salary and statutory benefits

	Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
6. Amount included for any tentative salary schedule increases			

	Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Classified (Non-management) Health and Welfare (H&W) Benefits			
1. Are costs of H&W benefit changes included in the budget and MYPs?			
2. Total cost of H&W benefits			
3. Percent of H&W cost paid by employer			
4. Percent projected change in H&W cost over prior year			

Classified (Non-management) Prior Year Settlements			
Are any new costs from prior year settlements included in the budget?			
If Yes, amount of new costs included in the budget and MYPs			
If Yes, explain the nature of the new costs:			

	Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Classified (Non-management) Step and Column Adjustments			
1. Are step & column adjustments included in the budget and MYPs?			
2. Cost of step & column adjustments			
3. Percent change in step & column over prior year			

	Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Classified (Non-management) Attrition (layoffs and retirements)			
1. Are savings from attrition included in the budget and MYPs?			
2. Are additional H&W benefits for those laid-off or retired employees included in the budget and MYPs?			

Classified (Non-management) - Other

List other significant contract changes and the cost impact of each change (i.e., hours of employment, leave of absence, bonuses, etc.):

S8C. Cost Analysis of JPA's Labor Agreements - Management/Supervisor/Confidential Employees

DATA ENTRY: Enter all applicable data items; there are no extractions in this section.

	Prior Year (2nd Interim) (2016-17)	Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Number of management, supervisor, and confidential FTE positions	4.5	5.0	5.0	5.0

Management/Supervisor/Confidential Salary and Benefit Negotiations

1. Are salary and benefit negotiations settled for the budget year?

n/a

If Yes, complete question 2.

If No, identify the unsettled negotiations including any prior year unsettled negotiations and then complete questions 3 and 4.

If n/a, skip the remainder of Section S8C.

Negotiations Settled

2. Salary settlement:

Is the cost of salary settlement included in the budget and multiyear projections (MYPs)?

Total cost of salary settlement

% change in salary schedule from prior year (may enter text, such as "Reopener")

	Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Is the cost of salary settlement included in the budget and multiyear projections (MYPs)?			
Total cost of salary settlement			
% change in salary schedule from prior year (may enter text, such as "Reopener")			

Negotiations Not Settled

3. Cost of a one percent increase in salary and statutory benefits

4. Amount included for any tentative salary schedule increases

	Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Amount included for any tentative salary schedule increases			

Management/Supervisor/Confidential Health and Welfare (H&W) Benefits

- Are costs of H&W benefit changes included in the budget and MYPs?
- Total cost of H&W benefits
- Percent of H&W cost paid by employer
- Percent projected change in H&W cost over prior year

	Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Are costs of H&W benefit changes included in the budget and MYPs?			
Total cost of H&W benefits			
Percent of H&W cost paid by employer			
Percent projected change in H&W cost over prior year			

Management/Supervisor/Confidential Step and Column Adjustments

- Are step & column adjustments included in the budget and MYPs?
- Cost of step & column adjustments
- Percent change in step & column over prior year

	Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Are step & column adjustments included in the budget and MYPs?			
Cost of step & column adjustments			
Percent change in step & column over prior year			

Management/Supervisor/Confidential Other Benefits (mileage, bonuses, etc.)

- Are costs of other benefits included in the budget and MYPs?
- Total cost of other benefits
- Percent change in cost of other benefits over prior year

	Budget Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Are costs of other benefits included in the budget and MYPs?			
Total cost of other benefits			
Percent change in cost of other benefits over prior year			

S9. Local Control and Accountability Plan (LCAP)

Confirm that the school district's governing board has adopted an LCAP or an update to the LCAP effective for the budget year.

This supplemental section is not checked for JPAs.

S10. LCAP Expenditures

Confirm that the school district's budget includes the expenditures necessary to implement the LCAP or annual update to the LCAP.

This supplemental section is not checked for JPAs.

ADDITIONAL FISCAL INDICATORS

The following fiscal indicators are designed to provide additional data for reviewing agencies. A "Yes" answer to any single indicator does not necessarily suggest a cause for concern, but may alert the reviewing agency to the need for additional review.

DATA ENTRY: Click the appropriate Yes or No button for items A1 through A9 except items A3 and A4, which are not applicable for JPAs.

- | | |
|---|-----|
| A1. Do cash flow projections show that the JPA will end the budget year with a negative cash balance in the general fund? | No |
| A2. Is the system of personnel position control independent from the payroll system? | Yes |
| A3. Is enrollment decreasing in both the prior fiscal year and budget year? (Data from the enrollment budget column of Criterion 2A are used to determine Yes or No) | N/A |
| A4. Are new charter schools operating in JPA boundaries that impact the JPA's enrollment, either in the prior fiscal year or budget year? | N/A |
| A5. Has the JPA entered into a bargaining agreement where any of the budget or subsequent years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment? | No |
| A6. Does the JPA provide uncapped (100% employer paid) health benefits for current or retired employees? | No |
| A7. Is the JPA's financial system independent of the county office system? | Yes |
| A8. Does the JPA have any reports that indicate fiscal distress pursuant to Education Code Section 42127.6(a)? (If Yes, provide copies to the county office of education) | No |
| A9. Have there been personnel changes in the JPA director or financial official positions within the last 12 months? | Yes |

When providing comments for additional fiscal indicators, please include the item number applicable to each comment.

Comments:
(optional)

A9. Teresa Fiscus replaced Laura Johnson as Fiscal Director as of 11-1-16.

End of Joint Powers Agency Budget Criteria and Standards Review

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July 1 Budget
2016-17 Estimated Actuals
Technical Review Checks

Tri-Valley ROP JPA

Alameda County

Following is a chart of the various types of technical review checks and related requirements:

F - Fatal (Data must be corrected; an explanation is not allowed)
W/WC - Warning/Warning with Calculation (If data are not correct, correct the data; if data are correct an explanation is required)
O - Informational (If data are not correct, correct the data; if data are correct an explanation is optional, but encouraged)

IMPORT CHECKS

CHECKFUND - (F) - All FUND codes must be valid.

PASSED

CHECKRESOURCE - (W) - The following codes for RESOURCE are not valid. Data should be corrected or narrative must be provided explaining why the exception (s) should be considered appropriate.

EXCEPTION

ACCOUNT				RESOURCE	VALUE
FD	RS	PY	GO - FN - OB		
01-6382-	-3800-	2100-	1100	6382	15,000.00
Explanation:Resource 6382 is the CA Career Pathways trust grant which ROP receives funding for as part of a consortium. ROP only has one Fund, Fund 01.					
01-6382-	-3800-	2100-	3101	6382	1,000.00
01-6382-	-3800-	2100-	3301	6382	697.00
01-6382-	-3800-	2100-	3501	6382	3.00
01-6382-	-3800-	2100-	3601	6382	1,000.00
01-6382-	-3800-	2100-	4300	6382	40,961.00
01-6382-	-3800-	2100-	5200	6382	30,000.00
01-6382-	-3800-	2100-	5800	6382	88,000.00
01-6382-	-3800-	2100-	8689	6382	176,661.00
01-6382-	0-0000-	0000-	979Z	6382	0.00
01-6382-	0-0000-	0000-	9740	6382	0.00

CHK-RS-LOCAL-DEFINED - (F) - All locally defined resource codes must roll up to a CDE defined resource code.

PASSED

CHECKGOAL - (F) - All GOAL codes must be valid.

PASSED

CHECKFUNCTION - (F) - All FUNCTION codes must be valid.

PASSED

CHECKOBJECT - (F) - All OBJECT codes must be valid.

PASSED

CHK-FUNDxOBJECT - (F) - All FUND and OBJECT account code combinations must be valid.

PASSED

CHK-FDxRS7690x8590 - (F) - Funds 19, 57, 63, 66, 67, and 73 with Object 8590, All Other State Revenue, must be used in combination with Resource 7690, STRS-On Behalf Pension Contributions.

PASSED

CHK-FUNDxRESOURCE - (W) - The following combinations for FUND and RESOURCE are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. EXCEPTION

ACCOUNT					FUND	RESOURCE	VALUE	
FD	RS	PY	GO	FN	OB			
01	6382	-	3800	2100	1100	01	6382	15,000.00
01	6382	-	3800	2100	3101	01	6382	1,000.00
01	6382	-	3800	2100	3301	01	6382	697.00
01	6382	-	3800	2100	3501	01	6382	3.00
01	6382	-	3800	2100	3601	01	6382	1,000.00
01	6382	-	3800	2100	4300	01	6382	40,961.00
01	6382	-	3800	2100	5200	01	6382	30,000.00
01	6382	-	3800	2100	5800	01	6382	88,000.00
01	6382	-	3800	2100	8689	01	6382	176,661.00
01	6382	0	0000	0000	9740	01	6382	0.00
01	6382	0	0000	0000	979Z	01	6382	0.00

Explanation:Resource 6382 is the CA Career Pathways Trust Grant which ROP receives funding for as part of a consortium. ROP only has one fund, Fund 01.

01	6391	-	4630	4000	1100	01	6391	47,667.00
01	6391	-	4630	4000	3101	01	6391	6,000.00
01	6391	-	4630	4000	3301	01	6391	900.00
01	6391	-	4630	4000	3501	01	6391	100.00
01	6391	-	4630	4000	3601	01	6391	3,000.00
01	6391	-	4630	4000	5710	01	6391	133.00
01	6391	-	4630	4000	8590	01	6391	57,800.00
01	6391	-	4630	4000	9791	01	6391	2,800.00
01	6391	0	0000	0000	9740	01	6391	2,800.00
01	6391	0	0000	0000	979Z	01	6391	2,800.00

Explanation:ROP only has one fund, Fund 01 however, they receive funding for Resource 6391, Adult Ed Block Grant through a consortium.

CHK-FUNDxGOAL - (W) - All FUND and GOAL account code combinations should be valid. PASSED

CHK-FUNDxFUNCTION-A - (W) - All FUND (funds 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations should be valid. PASSED

CHK-FUNDxFUNCTION-B - (F) - All FUND (all funds except for 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations must be valid. PASSED

CHK-RESOURCExOBJECTA - (W) - The following combinations for RESOURCE and OBJECT (objects 8000 through 9999, except for 9791, 9793, and 9795) are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. EXCEPTION

ACCOUNT					RESOURCE	OBJECT	VALUE
FD	RS	PY	GO	FN	OB		

01	9010	-	4630	4000	8791	9010	8791	606,162.00
----	------	---	------	------	------	------	------	------------

Explanation:ROP only has one fund, Fund 01. The Adults in Corrections program, Resource 9010, was received by Pleasanton USD and then transferred to ROP, who oversaw the program. The program has ended, however, the remaining fund

balance has been accounted for under this resource .

CHK-RESOURCExOBJECTB - (O) - All RESOURCE and OBJECT (objects 9791, 9793, and 9795) account code combinations should be valid. PASSED

CHK-RES6500xOBJ8091 - (F) - There is no activity in Resource 6500 (Special Education) with Object 8091 (LCFF Transfers-Current Year) or 8099 (LCFF/Revenue Limit Transfers-Prior Years). PASSED

CHK-FUNCTIONxOBJECT - (F) - All FUNCTION and OBJECT account code combinations must be valid. PASSED

CHK-GOALxFUNCTION-A - (F) - Goal and function account code combinations (all goals with expenditure objects 1000-7999 in functions 1000-1999 and 4000-5999) must be valid. NOTE: Functions not included in the GOALxFUNCTION table (0000, 2000-3999, 6000-6999, 7100-7199, 7210, 8000-8999) are not checked and will pass the TRC. PASSED

CHK-GOALxFUNCTION-B - (F) - General administration costs (functions 7200-7999, except 7210) must be direct-charged to an Undistributed, Nonagency, or County Services to Districts goal (Goal 0000, 7100-7199, or 8600-8699). PASSED

SPECIAL-ED-GOAL - (F) - Special Education revenue and expenditure transactions (resources 3300-3405, and 6500-6540, objects 1000-8999) must be coded to a Special Education 5000 goal or to Goal 7110, Nonagency-Educational. This technical review check excludes Early Intervening Services resources 3312, 3318, and 3332. PASSED

PY-EFB=CY-BFB - (F) - Prior year ending fund balance (preloaded from last year's unaudited actuals submission) must equal current year beginning fund balance (Object 9791). PASSED

PY-EFB=CY-BFB-RES - (F) - Prior year ending balance (preloaded from last year's unaudited actuals submission) must equal current year beginning balance (Object 9791), by fund and resource. PASSED

GENERAL LEDGER CHECKS

INTERFD-DIR-COST - (F) - Transfers of Direct Costs - Interfund (Object 5750) must net to zero for all funds. PASSED

INTERFD-INDIRECT - (F) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero for all funds. PASSED

INTERFD-INDIRECT-FN - (F) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero by function. PASSED

INTERFD-IN-OUT - (F) - Interfund Transfers In (objects 8910-8929) must equal Interfund Transfers Out (objects 7610-7629). PASSED

DUE-FROM=DUE-TO - (F) - Due from Other Funds (Object 9310) must equal Due to Other Funds (Object 9610). PASSED

INTRAED-DIR-COST - (F) - Transfers of Direct Costs (Object 5710) must net to zero by fund. PASSED

INTRAFFD-INDIRECT - (F) - Transfers of Indirect Costs (Object 7310) must net to zero by fund. PASSED

INTRAFFD-INDIRECT-FN - (F) - Transfers of Indirect Costs (Object 7310) must net to zero by function. PASSED

CONTRIB-UNREST-REV - (F) - Contributions from Unrestricted Revenues (Object 8980) must net to zero by fund. PASSED

CONTRIB-RESTR-REV - (F) - Contributions from Restricted Revenues (Object 8990) must net to zero by fund. PASSED

LOTTERY-CONTRIB - (F) - There should be no contributions (objects 8980-8999) to the lottery (resources 1100 and 6300) or from the Lottery: Instructional Materials (Resource 6300). PASSED

PASS-THRU-REV=EXP - (W) - Pass-through revenues from all sources (objects 8287, 8587, and 8697) should equal transfers of pass-through revenues to other agencies (objects 7211 through 7213, plus 7299 for Resource 3327), by resource. PASSED

SE-PASS-THRU-REVENUE - (W) - Transfers of special education pass-through revenues are not reported in the general fund for the Administrative Unit of a Special Education Local Plan Area. PASSED

EXCESS-ASSIGN-REU - (F) - Amounts reported in Other Assignments (Object 9780) and/or Reserve for Economic Uncertainties (REU) (Object 9789) should not create a negative amount in Unassigned/Unappropriated (Object 9790) by fund and resource (for all funds except funds 61 through 73). PASSED

UNASSIGNED-NEGATIVE - (F) - Unassigned/Unappropriated balance (Object 9790) must be zero or negative, by resource, in all funds except the general fund and funds 61 through 73. PASSED

UNR-NET-POSITION-NEG - (F) - Unrestricted Net Position (Object 9790), in restricted resources, must be zero or negative, by resource, in funds 61 through 73. PASSED

RS-NET-POSITION-ZERO - (F) - Restricted Net Position (Object 9797), in unrestricted resources, must be zero, by resource, in funds 61 through 73. PASSED

EFB-POSITIVE - (W) - All ending fund balances (Object 979Z) should be positive by resource, by fund. PASSED

OBJ-POSITIVE - (W) - All applicable objects should have a positive balance by resource, by fund. PASSED

REV-POSITIVE - (W) - Revenue amounts exclusive of contributions (objects 8000-8979) should be positive by resource, by fund. PASSED

EXP-POSITIVE - (W) - Expenditure amounts (objects 1000-7999) should be positive by function, resource, and fund. PASSED

AR-AP-POSITIVE - (W) - Accounts Receivable (Object 9200), Due from Other Funds (Object 9310), Accounts Payable (Object 9500), and Due to Other Funds (Object

9610) should have a positive balance by resource, by fund. PASSED

CEFB-POSITIVE - (F) - Components of Ending Fund Balance/Net Position (objects 9700-9789, 9796, and 9797) must be positive individually by resource, by fund. PASSED

NET-INV-CAP-ASSETS - (W) - If capital asset amounts are imported/keyed, objects 9400-9489, (Capital Assets) in funds 61-73, then an amount should be recorded for Object 9796 (Net Investment in Capital Assets) within the same fund. PASSED

SUPPLEMENTAL CHECKS

ASSET-ACCUM-DEPR-NEG - (F) - In Form ASSET, accumulated depreciation for governmental and business-type activities must be zero or negative. PASSED

DEBT-ACTIVITY - (O) - If long-term debt exists, there should be activity entered in the Schedule of Long-Term Liabilities (Form DEBT) for each type of debt. PASSED

DEBT-POSITIVE - (F) - In Form DEBT, long-term liability ending balances must be positive. PASSED

EXPORT CHECKS

CHK-UNBALANCED-A - (W) - Unbalanced and/or incomplete data in any of the forms should be corrected before an official export is completed. PASSED

CHK-UNBALANCED-B - (F) - Unbalanced and/or incomplete data in any of the forms must be corrected before an official export can be completed. PASSED

CHK-DEPENDENCY - (F) - If data have changed that affect other forms, the affected forms must be opened and saved. PASSED

Checks Completed.

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July 1 Budget
 2017-18 Budget
 Technical Review Checks

Tri-Valley ROP JPA

Alameda County

Following is a chart of the various types of technical review checks and related requirements:

- F - Fatal (Data must be corrected; an explanation is not allowed)
- W/WC - Warning/Warning with Calculation (If data are not correct, correct the data; if data are correct an explanation is required)
- O - Informational (If data are not correct, correct the data; if data are correct an explanation is optional, but encouraged)

IMPORT CHECKS

- CHECKFUND - (F) - All FUND codes must be valid. PASSED
- CHECKRESOURCE - (W) - All RESOURCE codes must be valid. PASSED
- CHK-RS-LOCAL-DEFINED - (F) - All locally defined resource codes must roll up to a CDE defined resource code. PASSED
- CHECKGOAL - (F) - All GOAL codes must be valid. PASSED
- CHECKFUNCTION - (F) - All FUNCTION codes must be valid. PASSED
- CHECKOBJECT - (F) - All OBJECT codes must be valid. PASSED
- CHK-FUNDxOBJECT - (F) - All FUND and OBJECT account code combinations must be valid. PASSED
- CHK-FDxRS7690x8590 - (F) - Funds 19, 57, 63, 66, 67, and 73 with Object 8590, All Other State Revenue, must be used in combination with Resource 7690, STRS-On Behalf Pension Contributions. PASSED
- CHK-FUNDxRESOURCE - (W) - The following combinations for FUND and RESOURCE are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. EXCEPTION

ACCOUNT				FUND	RESOURCE	VALUE
FD	RS	PY	GO - FN - OB			

01-6391-	-4630-	4000-	1100	01	6391	47,000.00
01-6391-	-4630-	4000-	3101	01	6391	6,782.00
01-6391-	-4630-	4000-	3301	01	6391	900.00
01-6391-	-4630-	4000-	3501	01	6391	100.00
01-6391-	-4630-	4000-	3601	01	6391	3,018.00
01-6391-	-4630-	4000-	8590	01	6391	12,800.00
01-6391-	-4630-	4000-	8699	01	6391	45,000.00
01-6391-	0-0000-	0000-	9740	01	6391	2,800.00
01-6391-	0-0000-	0000-	9791	01	6391	2,800.00
01-6391-	0-0000-	0000-	979Z	01	6391	2,800.00

Explanation:ROP only has one fund, Fund 01. However they received funding for

Resource 6391 , for the Adult Ed Block Grant as part of a consortium.

CHK-FUNDxGOAL - (W) - All FUND and GOAL account code combinations should be valid. PASSED

CHK-FUNDxFUNCTION-A - (W) - All FUND (funds 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations should be valid. PASSED

CHK-FUNDxFUNCTION-B - (F) - All FUND (all funds except for 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations must be valid. PASSED

CHK-RESOURCExOBJECTA - (W) - All RESOURCE and OBJECT (objects 8000 through 9999, except for 9791, 9793, and 9795) account code combinations should be valid. PASSED

CHK-RESOURCExOBJECTB - (O) - All RESOURCE and OBJECT (objects 9791, 9793, and 9795) account code combinations should be valid. PASSED

CHK-RES6500xOBJ8091 - (F) - There is no activity in Resource 6500 (Special Education) with Object 8091 (LCFF Transfers-Current Year) or 8099 (LCFF/Revenue Limit Transfers-Prior Years). PASSED

CHK-FUNCTIONxOBJECT - (F) - All FUNCTION and OBJECT account code combinations must be valid. PASSED

CHK-GOALxFUNCTION-A - (F) - Goal and function account code combinations (all goals with expenditure objects 1000-7999 in functions 1000-1999 and 4000-5999) must be valid. NOTE: Functions not included in the GOALxFUNCTION table (0000, 2000-3999, 6000-6999, 7100-7199, 7210, 8000-8999) are not checked and will pass the TRC. PASSED

CHK-GOALxFUNCTION-B - (F) - General administration costs (functions 7200-7999, except 7210) must be direct-charged to an Undistributed, Nonagency, or County Services to Districts goal (Goal 0000, 7100-7199, or 8600-8699). PASSED

SPECIAL-ED-GOAL - (F) - Special Education revenue and expenditure transactions (resources 3300-3405, and 6500-6540, objects 1000-8999) must be coded to a Special Education 5000 goal or to Goal 7110, Nonagency-Educational. This technical review check excludes Early Intervening Services resources 3312, 3318, and 3332. PASSED

GENERAL LEDGER CHECKS

INTERFD-DIR-COST - (F) - Transfers of Direct Costs - Interfund (Object 5750) must net to zero for all funds. PASSED

INTERFD-INDIRECT - (F) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero for all funds. PASSED

INTERFD-INDIRECT-FN - (F) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero by function. PASSED

INTERFD-IN-OUT - (F) - Interfund Transfers In (objects 8910-8929) must equal Interfund Transfers Out (objects 7610-7629). PASSED

INTRAED-DIR-COST - (F) - Transfers of Direct Costs (Object 5710) must net to

zero by fund. PASSED

INTRA-FD-INDIRECT - (F) - Transfers of Indirect Costs (Object 7310) must net to zero by fund. PASSED

INTRA-FD-INDIRECT-FN - (F) - Transfers of Indirect Costs (Object 7310) must net to zero by function. PASSED

CONTRIB-UNREST-REV - (F) - Contributions from Unrestricted Revenues (Object 8980) must net to zero by fund. PASSED

CONTRIB-RESTR-REV - (F) - Contributions from Restricted Revenues (Object 8990) must net to zero by fund. PASSED

LOTTERY-CONTRIB - (F) - There should be no contributions (objects 8980-8999) to the lottery (resources 1100 and 6300) or from the Lottery: Instructional Materials (Resource 6300). PASSED

PASS-THRU-REV=EXP - (W) - Pass-through revenues from all sources (objects 8287, 8587, and 8697) should equal transfers of pass-through revenues to other agencies (objects 7211 through 7213, plus 7299 for Resource 3327), by resource. PASSED

SE-PASS-THRU-REVENUE - (W) - Transfers of special education pass-through revenues are not reported in the general fund for the Administrative Unit of a Special Education Local Plan Area. PASSED

EXCESS-ASSIGN-REU - (F) - Amounts reported in Other Assignments (Object 9780) and/or Reserve for Economic Uncertainties (REU) (Object 9789) should not create a negative amount in Unassigned/Unappropriated (Object 9790) by fund and resource (for all funds except funds 61 through 73). PASSED

UNASSIGNED-NEGATIVE - (F) - Unassigned/Unappropriated balance (Object 9790) must be zero or negative, by resource, in all funds except the general fund and funds 61 through 73. PASSED

UNR-NET-POSITION-NEG - (F) - Unrestricted Net Position (Object 9790), in restricted resources, must be zero or negative, by resource, in funds 61 through 73. PASSED

RS-NET-POSITION-ZERO - (F) - Restricted Net Position (Object 9797), in unrestricted resources, must be zero, by resource, in funds 61 through 73. PASSED

EFB-POSITIVE - (W) - All ending fund balances (Object 979Z) should be positive by resource, by fund. PASSED

OBJ-POSITIVE - (W) - All applicable objects should have a positive balance by resource, by fund. PASSED

REV-POSITIVE - (W) - Revenue amounts exclusive of contributions (objects 8000-8979) should be positive by resource, by fund. PASSED

EXP-POSITIVE - (W) - Expenditure amounts (objects 1000-7999) should be positive by function, resource, and fund. PASSED

CEFB-POSITIVE - (F) - Components of Ending Fund Balance/Net Position (objects 9700-9789, 9796, and 9797) must be positive individually by resource, by fund.

PASSED

SUPPLEMENTAL CHECKS

CS-EXPLANATIONS - (W) - Explanations must be provided in the Criteria and Standards Review (Form 01CS) for all criteria and for supplemental information items S1 through S6, and S9 if applicable, where the standard has not been met or where the status is Not Met or Yes. PASSED

CS-YES-NO - (W) - Supplemental information items and additional fiscal indicator items in the Criteria and Standards Review (Form 01CS) must be answered Yes or No, where applicable, for the form to be complete. PASSED

EXPORT CHECKS

BUDGET-CERT-PROVIDE - (F) - Budget Certification (Form CB) must be provided. PASSED

WK-COMP-CERT-PROVIDE - (F) - Workers' Compensation Certification (Form CC) must be provided. PASSED

CS-PROVIDE - (F) - The Criteria and Standards Review (Form 01CS) has been provided. PASSED

MYP-PROVIDE - (W) - A Multiyear Projection Worksheet must be provided with your Budget. (Note: LEAs may use a multiyear projection worksheet other than Form MYP, with approval of their reviewing agency, as long as it provides current year and at least two subsequent fiscal years, and separately projects unrestricted resources, restricted resources, and combined total resources.) PASSED

CHK-UNBALANCED-A - (W) - Unbalanced and/or incomplete data in any of the forms should be corrected before an official export is completed. PASSED

CHK-UNBALANCED-B - (F) - Unbalanced and/or incomplete data in any of the forms must be corrected before an official export can be completed. PASSED

CHK-DEPENDENCY - (F) - If data have changed that affect other forms, the affected forms must be opened and saved. PASSED

Checks Completed.



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
June 14, 2017

ACTION ITEM – 10.2

AGENDA ITEM:

10.2 – Approval of Master Schedule for 2017-2018

RECOMMENDED ACTION:

As part of the Consent Calendar, the Board will consider approving the 2017-2018 Course Schedule.

BACKGROUND:

Tri-Valley ROP creates a Master Schedule annually for member districts to best accommodate all students for equitable access. This schedule makes it easier for each district when creating their master schedules. This ensures students who are enrolled currently will not have to make schedule changes at the start of school due to conflicts with required courses.

FISCAL IMPACT:

All course costs are reflected in the 2017–2018 proposed budget

SUPPORTING DOCUMENTS:

- Tri-Valley Regional Occupational Program Master Schedule for 2017-2018

Moved by:

Seconded by:

Passed by:

Tri-Valley Regional Occupational Program 2017-2018

Rev. June 9, 2017

201 - Amador Valley High School - 1155 Santa Rita Rd, Pleasanton, CA 94566										School Year: Aug. 14 - June 1
	A Period	1 st	2 nd	Access	Brunch	3 rd	4 th	Lunch	5 th	6 th
Mon, Tues, Friday	7:00 – 7:55	8:00 – 8:59	9:05 – 10:04		10:04 – 10:13	10:19 – 11:18	11:24 – 12:27	12:27 – 1:01	1:07-2:06	2:12 – 3:11
Wednesday	Collaboration Day 8:00-8:45	8:50 – 10:20		10:26 – 11:06	11:06 – 11:15	11:21 – 12:51		12:51 – 1:25	1:31 – 3:01	
Thursday	7:00 - 8:45		8:50 - 10:20	10:26 - 11:06	11:06 - 11:15		11:21 - 12:51	12:51 - 1:25		1:31 - 3:01
Douglas Den Hartog Room: P9 Ph: 461-5199			Integrated Marketing Com. ROP132011			Integrated Marketing Com. ROP132012	Econ of Bus Ownership ROP981511	CVE Supervision	CVE Supervision	
Diana Hasenpflug Room: P1 Ph: 833-7520 x7234		PE (PUSD)	PE (PUSD)			PE (PUSD)			Sports Med. Ath. Trainer I + CC supervision ROP992511	Sports Med. Ath. Trainer I + CC supervision ROP992512
Dave Lang Room: P9 Ph: 461-6100	CJ/CSI ROP141111	CJ/CSI ROP141112				@ FHS			@LHS	@LHS
Robin Battaglia		AP Environmental Science ROP # NEW ROP/Funded by PUSD								
Tony Dennis Room: G2		Civil Eng/Arch ROP121011 NEW ROP \$								
Deborah Walker Career Center	Phone: 461-6128 / Fax: 462-6738 / Hours: Mon-Fri. 8:15 – 4:45 pm									

833-3300	1st	2 nd	3 rd	4 th	Lunch	5 th	6 th	After School (no ROP 7th P Classes Taught)
	8:00-8:51	8:56-9:51	9:56-10:47	10:52-11:43		12:44-1:35	1:40-2:31	2:36-3:27
Dave Uken Room:	Comp Int. Mfg ROP121021 FORMER DGI \$							
Eugene Chou Room:				Principles of Eng. ROP961621 NEW ROP \$				
Kim Connors: P4 833-3300, x7170	@ GHS T2, T3					Sports Med. Ath. Trainer I + CC supervision ROP992521	Intro to Health ROP NEW ROP \$	Intro to Health ROP Funded DUSD \$
Don Nyswonger Room: TBD Phone: TBD	IT Essentials CPT \$	CCNA 1 CPT \$						
Kisha Harris Room: J208 833-3300 x7134	@ Las Positas CPT					CJ/CSI ROP141121	CJ/CSI ROP141122	
Jodi Morgan Room: E6	CVE Supervision	CVE Supervision		Integrated Marketing Com. ROP132021		Integrated Marketing Com. ROP132022	Econ of Bus Ownership ROP981521	
Chris Meyer Room N108 833-3360 x7055			Video Game Art & Design (DHS Only) ROP922921)	Video Game Art & Design (DHS Only) ROP922922		Animation & Motion Graphics I& II ROP921021 / ROP921121		Video Game Art & Design ROP922923 (3:25 - 4:15)
Leann Nobida Career Center	Phone: 833-3360 FAX: 833-3322 Hours: Monday - Friday, 7:30 am - 4:00 pm							

Collaboration Days Bell Schedule

0 Period: 7:00-7:44	P1	P2	P3	P4	Lunch	P5	P6	P7
Collaboration: 7:55-8:55	9 :00-9 :44	9:49 - 10:33	10:38 - 11:22	11:27 - 12:11	12:11 - 1:01	1:05 - 1:50	1 :55 - 2 :39	2 :44 - 3 :28

461-6600	1 st	2 nd	3 rd	4 th	Lunch	5 th	6 th
	8:01-8:58	9:04-10:01	10:07-11:08	11:14-12:11		12:47-1:44	1:50-2:47
Fabiola Salceda Room: P4 Ph: 461-6600, x5835						Dev Psych of Children I & II + Off-site CC supervision ROP941031 / ROP 941131	
Dave Lang Room: P4 Ph: 461-6600, x5834	@AVHS		CJ/CSI ROP141131			@LHS	@LHS
Josh Hill Room J10	Prin. Of Bionmedical Science ROP993031 Former DGI \$						
Ross Kassbaum	Culinary Arts New ROP \$						
Tami Raaker Room: A4 Ph: 461-0425		Econ of Bus Ownership ROP981531	Integrated Marketing Com. ROP132031	Integrated Marketing Com. ROP132032		CVE Supervision	CVE Supervision
Nancy McNeil Room: P3 Ph: 461-5604						Nursing Careers + Off-site CC supervision ROP992031	
Katie Helfrich Room: P10 Ph: 461-6600, x5834						Sports Med. Ath. Trainer I + CC supervision ROP992531	Sports Med. Ath. Trainer I + CC supervision ROP992532
Sara Beyne Room: P3 Ph: 461-5604	Medical Occupations + Off-site CC supervision ROP991531					Fall EMR Class Sept. 7-Dec. 21 Thurs. 5:00-9:00 pm ROP	Spring EMR Class Feb. 2 – May 31 Thurs. 5:00 – 9:00 ROP
Chris Jones						AP Environmental Science New ROP \$	
Solana Olsen Career Center	Phone: 461-6606 FAX: 461-6633 Hours: Monday - Friday, 7:30 - 4:00 pm						
Wednesday Collaboration Bell Schedule:							
	8:53-9:42	9:48-10:37	10:43-11:32	11:38-12:27	Lunch	1:03-1:52	1:58-2:47

204 - GRANADA HIGH SCHOOL 400 Wall St. Livermore, CA 94550

School Year – Aug 21-Jun 7

606-4800	Trimester	1st	2 nd	3 rd	Lunch	4th	5 th
		8:00-9:10	9:20-10:30	10:40-11:55	11:55-12:35	12:35-1:45	1:55-3:05
Kim Connors Room: 108 Ph: 606-4800 x3661	T1: 8/21-11/17					@ DHS (12:44 - 3:27)	
	T2: 11/27-3/8	Sports Med. Ath. Trainer I + CC supervision ROP992541					
	T3: 3/12-6/7						
Christine Buckley Room: 108 Ph: 606-4800 x3640	T1: 8/21-11/17			Medical Occupations + Off-site CC supervision ROP991541		Medical Occupations (1:05 – 3:05) + Off-site CC supervision ROP991542 (Travelers)	
	T2: 11/27-3/8		Medical Occupations + Off-site CC supervision ROP991541				
	T3: 3/12-6/7						
Debbie Nelson Room: 400 Ph: 606-4800 x3557	T1: 8/21-11/17	CVE Supervision	Integrated Marketing Com. ROP132041	Econ of Bus Ownership ROP981541		Integrated Marketing Com. (LHS Travelers)	Business Careers ROP981041
	T2: 11/27-3/8	CVE Supervision					
	T3: 3/12-6/7		Business Careers ROP981042	Business Careers ROP981043			
Dawn Pavon Room: 609 Cell: 872-8277	T1: 8/21-11/17	@LHS (8:35 - 10:35)				Dev Psych of Children I & II (12:35 – 2:35) + Off-site CC supervision ROP941041 / ROP941141	
	T2: 11/27-3/8						
	T3: 3/12-6/7						
Danielle Watson Career Center	Phone: 606-4800 x 3520 FAX: 606-4808 Hours : Monday – Friday 7:30am – 4:00pm						
WEDNESDAY COLLABORATION BELL SCHEDULE :							
T1-T3	ASE 8:00-8:25	1 st Period 8:30-9:20	2 st Period 9:30-10:20	3 rd Period 10:30-11:25	Lunch 11:25-12:00	4 th Period 12:00-12:50	5 th Period 1:00-1:50

205 - LIVERMORE HIGH SCHOOL 600 Maples St, Livermore, CA 94550

School Year – Aug 21-Jun 7

606-9534	Trimester	1 st	2 nd	3 rd	Lunch	4 th	5 th
		8:00-9:10	9:20-10:35	10:40-11:55	11:55-12:30	12:35-1:45	1:55-3:05
Dave Lang Room: P9 Cell: 642-9534	T1: 8/21-11/17 T2: 11/27-3/8 T3: 3/12-6/7	@AVHS (7:00 - 9:00)		@FHS		CJ/CSI ROP141151	CJ/CSI ROP141152
Dawn Pavon Room: 7 Ph: 925-872-8277	T1: 8/21-11/17 T2: 11/27-3/8 T3: 3/12-6/7		Dev Psych of Children I & II (8:35 – 10:35) + Off-site CC supervision	ROP Teacher/LHS Class		@ GHS (12:35 – 2:35) + Off-site CC supervision	
TBD Room: 220 Ph:606-4812 x2434	T1-8/21-11/17 T2-11/27-3/8 T3-3/12-6/7	Auto Collision Repair I & II ROP151051 / ROP151151	Auto Collision Repair I & II ROP151052 / ROP151152				
Ed Woodworth Room: 218 Ph: 606-4812 x2435	T1: 8/21-11/17 T2: 11/27-3/8 T3: 3/12-6/7	ROP Teacher/LHS Class	Auto Specialist ROP151851	ROP Teacher/LHS Class			Auto Specialist (travelers into LHS) (1:00 – 3:00) ROP151852
Katie Helfrich Room: P9 Ph: 606-4812	T1: 8/21-11/17 T2: 11/27-3/8 T3: 3/12-6/7	Sports Med. Ath. Trainer II + CC supervision ROP	Sports Med. Ath. Trainer I + CC supervision ROP992551	Sports Med. Ath. Trainer I + CC supervision ROP992552			
Mike Waltz Room: TBD	T1: 8/21-11/17 T2: 11/27-3/8 T3: 3/12-6/7	Civil Eng & Arch-A ROP961211 Former DGI \$	Civil Eng & Arch-B ROP961212 NEW ROP \$				
Tom Curl	T1: 8/21-11/17 T2: 11/27-3/8 T3: 3/12-6/7	IT Essentials CPT \$					CCNA 1 CPT \$
P. Cabading Career Center	Phone: 606-4812 x2330 FAX: 606-4851 Hours: Monday – Friday 10:00am – 2:00pm						

WEDNESDAY COLLABORATION BELL SCHEDULE :

Wed Schedule	1 st	2 nd	3 rd	Lunch	4 th	5 th	Collaboration
	8:00-8:55	9:05-10:05	10:15-11:00	11:10-11:45	11:50-12:45	12:55-1:50	2:00-3:05

Las Positas College - 3000 Campus Hill Dr, Livermore, CA 94551 -- School Year: Aug. 16 - May 25

	8:00 -10:00
Kisha Harris	Criminal Justice Academy CPT \$

Middle College - 3000 Campus Hill Dr, Livermore, CA 94551 -- School Year: Aug. 16 - May 25

	8:00-9:00 am	9:00-10:00	10:00-11:00	11:00-12:00	12:00-1:00	1:00-2:00
Sergio Verbis	11th Grade US History	11th Grade US History	Prep	12th Civics/Econ		
Kelly Mogilefsky			11th Grade AVID	Prep	12th Grade English	12th Grade AVID
Denise Gauthier	11th Grade English	11th Grade English	11th Grade AVID	Prep		

VILLAGE HIGH SCHOOL (PUSD) - 4645 Bernal Ave., Pleasanton, CA 94566 -- School Year: Aug. 14 - June 1

	10:05 - 10:50
TBD Room 702	Work Experience Education ROP161091



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
June 14, 2017

ACTION ITEM – 10.3

AGENDA ITEM:

10.3 – Approval of Personnel Document #061417

RECOMMENDED ACTION:

Approve Personnel Document #061417, as presented.

BACKGROUND:

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.

FISCAL IMPACT:

Personnel expenses are included in the proposed 2017-2018 budget.

Moved by:

Seconded by:

Passed by:

PERSONNEL DOCUMENT #061417

TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM

Name / FTE	Description / Location	Effective Date	Superintendent's Recommendation
<u>2017-2018 CERTIFICATED - Vacancies</u>			
Vacant .50	Automotive Repair & Refinishing Livermore	8/21/2017	Approve

<u>2017-2018 CERTIFICATED - New Hires</u>			
Denise Gauthier .80	English/AVID Middle College	08/14/2017	Approve
Sergio Verbis .80	US History/Civics/Econ Middle College	08/14/2017	Approve

<u>2017-2018 CERTIFICATED - Rehire, Temporary</u>			
Sara Beyne .80	Medical Occupations/ Emergency Medical Responder Foothill	08/14/2017	Approve
Kimberly Connors .30 - 2 Trimesters	Sports Med/Athletic Trainer Granada	08/21/2017	Approve
Kimberly Connors .65	Sports Med/Athletic Trainer & Intro to Health Careers Dublin	08/14/2017	Approve
Douglas Den Hartog 1.0	Int. Marketing/Econ of Bus Ownership Amador	08/14/2017	Approve
Nakisha Harris 1.0	Criminal Justice/Criminal Justice Academy Dublin/Las Positas	08/14/2017	Approve
Diana Hasenpflug .50	Sports Med/Athletic Trainer Amador	08/14/2017	Approve
Katie Helfrich .90 - 2 trimester LHS	Sports Med I & II/Athletic Trainer Livermore	08/21/2017	Approve
Katie Helfrich .50 @ FHS	Sports Med I /Athletic Trainer Foothill	08/14/2017	Approve
Dave Lang 1.20	Criminal Justice/CSI Amador/Foothill/Livermore	08/14/2017	Approve

Lynette Marshall 1.0	Transition Specialist Adult Education	8/14/2017	Approve
Nancy McNeil .50	Nursing Careers Foothill	08/14/2017	Approve
Chris Meyer 1.0	Video Game Art & Design, Animation & Motion Graphics I & II Dublin	08/14/2017	Approve
Kelly Mogilefsky .80	English / AVID Middle College	8/14/2017	Approve
Jodi Morgan 1.0	Int. Marketing/ Econ of Bus Ownership Dublin	08/14/2017	Approve
Debbie Nelson 1.15	Business Careers, Int. Marketing, Econ of Bus Ownership Granada	08/21/2017	Approve
Don Nyswonger .40	CCNA & IT Essentials Dublin	8/14/2017	Approve
Don Nyswonger .25	Adult Education Dublin/Tri-Valley One Stop	8/14/2017	Approve
Dawn Pavon 1.0 ROP .25, 1 trimester LHS confirmed	Dev Psych of Children I & II, Human Relations & Development(LHS) Granada/Livermore	08/21/2017	Approve
Tami Raaker 1.0	Int. Marketing /Econ of Bus Ownership Foothill	08/14/2017	Approve
Fabiola Salceda .50	Dev Psych of Children I & II Foothill	08/14/2017	Approve
Ed Woodworth .65 ROP .50 LHS confirmed	Auto Specialist Livermore	08/21/2017	Approve

2017-2018 CERTIFICATED MANAGEMENT - New Hire, Temporary

Amy Robbins 1.0	Director, College and Career Readiness	7/01/2017	Approve
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2017-2018 CERTIFICATED MANAGEMENT - Rehires, Temporary

Heather Morelli 1.0	Coordinator, Program Services	7/01/2017	Approve
Fred Rutledge .50 Willie Brown Act	Coordinator, Adult Education	7/01/2017	Approve



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
June 14, 2017

INFORMATION ITEM – 10.4

AGENDA ITEM:

10.4 – Work Based Learning Coordinator

BACKGROUND:

This year the CDE has asked all CTE programs to incorporate more Work Based Learning activities in CTE programs. The State is developing templates for CTE programs to use as guidelines. Heather Morelli and Lisa McNaney are working to further develop these templates for teachers to use which will ensure that all programs are maintaining and/or increasing active industry partners incorporated into curriculum for students to have real world experiences. A short video will be shown.



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
June 14, 2017

INFORMATION ITEM – 10.5

AGENDA ITEM:

10.5 – Office Layout Reorganization

BACKGROUND:

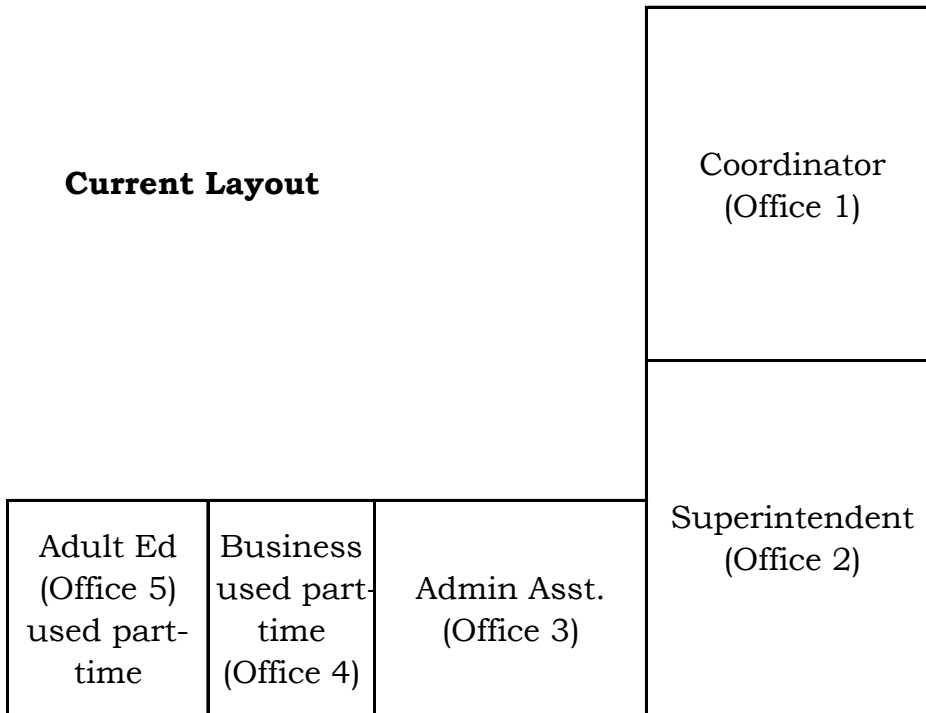
We love our offices at Arroyo Mocho! We are in need of reconfiguration to utilize the space we currently have to be more efficient. We are proposing to turn Office 1 into two offices and combine Offices 4 and 5. Offices 4 and 5 are used part-time and can be moved to Proposed Office 2. Office 4 and 5 can then be joined to the Proposed Office 5. Office 5, the Director space, will now allow for a table and chairs for guests and teachers. The Coordinator's office will not be losing any space that is not used. The Coordinator as well as the Superintendent's office will both be able to have guests and the new Proposed Office 2 will have a clear window looking out to the lobby as to not feel like they are boxed in. We are awaiting final quotes for work to be completed in July.

SUPPORTING DOCUMENTS:

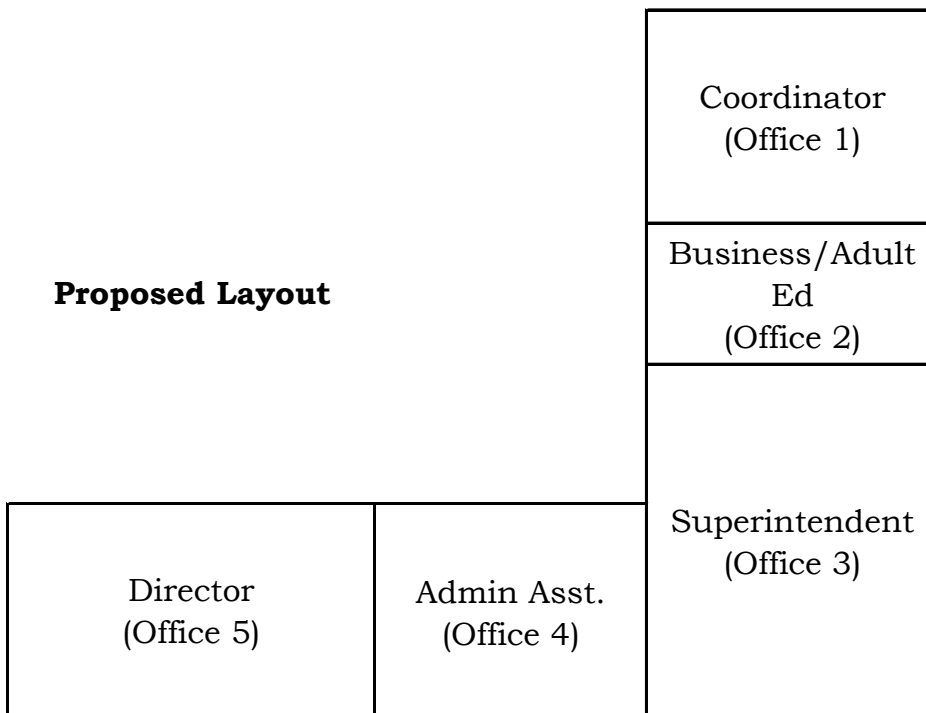
- TVROP Office Layout Comparison

ROP Offices

Current Layout



Proposed Layout



This layout keeps the same number of offices but utilizes the space more efficiently and allows the incoming Director space in her office to hold meetings.



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
June 14, 2017

CORRESPONDENCE - 11.0

AGENDA ITEM:

11.0 – ACOE 2016-17 Second Interim Report Approval

RECOMMENDED ACTION:

No action required. Any letters are to be shared as Board Correspondence.

BACKGROUND:

Letters mailed or hand delivered (hard copy), excluding email, addressed to the Board and received at the District Office 72 hours prior to the Board meeting are summarized for Board review.

FISCAL IMPACT:

None

SUPPORTING DOCUMENTS:

- Letter from Alameda County Office of Education, Second Interim Report 2016-2017



Alameda County Office of Education

L. Karen Monroe
Superintendent

May 1, 2017

Joan Laursen, President
Board of Education
Tri-Valley ROP
1040 Florence Rd.,
Livermore, CA 94550

RE: 2016-17 Second Interim Report

Dear President Laursen:

In accordance with Education Code Section 42127, we have examined the Second Interim Report of the Tri-Valley Regional Occupational Program (ROP) for fiscal year 2016-17 to determine if it complies with the Criteria and Standards adopted by the State Board of Education, and if it allows the ROP to meet its financial obligations during the current and subsequent two fiscal years.

Based on our review and analysis, we are satisfied that the Second Interim Report approved by the District's Governing Board on March 8, 2017, accurately reflects the financial status of the ROP and is consistent with the State's Criteria and Standards. We therefore concur with the ROP's positive certification with our comments/concerns outlined below.

Deficit Spending

The ROP continues to spend down its reserve balance, with deficit spending of \$8K in 2016-17, \$82K in 2017-18, and \$143K in 2018-19. Although the ending fund balance can support this level of spending over the short term, we encourage the ROP to continue to monitor its programs and plan for expenditure reductions and/or revenue enhancements to be sustainable for the long term.

ROP Issues

The ROP will need to stay informed of the possibility of their participating districts exercising flexibility with the ROP funds. It is important that the ROP maintain strong communication with the member districts to assess any possible reduction in the ROP's revenue stream.

BOARD OF EDUCATION

Joaquin Rivera
Trustee Area 1

Amber Childress
Trustee Area 2

Ken Berrick
Trustee Area 3

Aisha Knowles
Trustee Area 4

Fred Sims
Trustee Area 5

Eileen McDonald
Trustee Area 6

Yvonne Cerrato
Trustee Area 7

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Importance of Maintaining Adequate Reserves

Adequate reserves are a critical safeguard against future financial challenges. As the ROP prepares the budget for 2017-18, we strongly encourage the ongoing maintenance and growth of a healthy reserve balance.

As pension costs continue to rise, and as the state considers a partial deferral of June's apportionment, sufficient reserves will continue to play an important role in the fiscal stability of all LEAs. Accordingly, we recommend careful and cautious planning for the upcoming year, especially considering the various state and national economic uncertainties.

We want to acknowledge and express our appreciation to Teresa Fiscus, the ROP staff, the Governing Board, and the community for their continued diligence and hard work. If you have any questions or concerns regarding our review process, please feel free to call me at (510) 670-4140.

Sincerely,



L. Karen Monroe, Superintendent
Alameda County Office of Education

LKM:ra

cc: Board of Education, Tri-Valley ROP
Julie Duncan, Superintendent, Tri-Valley ROP
Susan Kinder, Chief Business Official, Livermore Valley Joint USD
Teresa Fiscus, Fiscal Director, Livermore Valley Joint USD
Jeffrey B. Potter, Interim Chief Business Officer, ACOE
Ruth Alahydoian, Director, ACOE