



Tri-Valley Regional Occupational Program

1040 Florence Road, Livermore, CA 94550

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JOINT POWERS GOVERNING BOARD
Regular Board Meeting of March 7, 2018
5:30 p.m. Closed Session
6:00 p.m. 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. 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

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Secretary to the Governing Board

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Accessibility to Facilities and Agenda Materials: The Tri-Valley ROP desires to make all of its public meetings accessible to the public. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in this meeting should direct such request to the Tri-Valley ROP Superintendent, 1040 Florence Road, Livermore, CA 94550, or by calling (925) 455-4800 at least 48 hours before the meeting, when possible. Non-confidential materials related to an item on this agenda submitted to the Board after distribution of the agenda packet are available for public inspection in the Superintendent's Office (address above) during normal business hours.

1. **CALL TO ORDER / ROLL CALL – 5:30 p.m.**

2. **CONVENE TO ANNUAL ORGANIZATIONAL MEETING OF THE BOARD – 5:30 p.m.**
TVROP Board Bylaws 9100, *Organization*, and the Fifth Amended Joint Powers Agreement require the Governing Board to hold its annual organizational meeting during the first meeting of the calendar year. At this meeting, the Board shall elect a Chairperson and Vice Chairperson from its members and develop a schedule of regular meetings for the year.
 - 2.1 **Election of Board Chairperson for 2018**
 - 2.2 **Election of Board Vice Chairperson for 2018**

The newly appointed Chairperson of the Joint Powers Governing Board will assume the Chair at this time. Past Chair shall pass the Chairpersons Gavel to newly the newly appointed Chair.

3. **PUBLIC COMMENT** on posted closed session items only

4. **ADJOURN TO CLOSED SESSION - Pursuant to Government Code §54957 & §54957.6**
 - 4.1 **Public Employee: Discipline/Dismissal/Release/Leave/Employment/Retirement**

5. **RECONVENE IN OPEN SESSION – 6:00 p.m.**
 - 5.1 **Flag Salute - Pledge of Allegiance**
 - 5.2 **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.
 - 5.3 **Announcement of Any Reportable Action Taken in Closed Session**

6. **PUBLIC COMMENT**
At this time, members of the public may address the Board regarding matters not on the agenda but within the Board’s jurisdiction. (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 the Call to Order: 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 **Recognition of Ava Moniz, Dublin High School, Criminal Justice Academy Student**

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 December 6, 2018

The Board will consider approving minutes from the January 25, 2018 Board Meeting.

8.2 Approval of Bill and Salary Reports – December 1 – February 28, 2018

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

8.3 Approval of Purchase Order Summary – December 1 – February 28, 2018

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

8.4 Acceptance of Donations

The Board will consider the approval of donations received through February 28, 2018.

8.5 Authorization to Surplus Equipment

The Board will consider the approval of the surplus list.

8.6 Approval of Memorandum of Understanding with Member Districts' for Transition Specialist Services for 2018-2019

The Board will consider approving a 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.

CONSENT - RESOLUTIONS

8.7 Resolution No. 2017-18.8, Board Members' Signature Card

Education Code Section 42632 states, each order drawn on the funds of a school district shall be signed by at least a majority of the Governing Board or by a person or persons authorized by the Governing Board and said Governing Board signatures shall be updated annually with the residing County Office of Education.

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 Approval of the Second Interim Report - action

Based on the current budget and the multi-year projection, it is recommended that the Tri-Valley Regional Occupational Program Board approve the 2017-2018 Second Interim Report with a Positive Certification.

10.2 Approval of Personnel Document #030718 - *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.

10.3 Middle College Program - *Information*

Superintendent Duncan will update the Board on the results of the Member Districts' Board Meeting presentations regarding the approval of the Middle College Program being added to the TVROP budget as part of the Member District contribution.

An update on the 2018-2019 school year recruitment timeline will also be presented.

11. CORRESPONDENCE

- California State Controller's Office, Certification of FY 2016-17 Audit
- Alameda County Office of Education, 2017-18 First Interim Report

12. SUPERINTENDENT'S REPORT

Julie Duncan, Superintendent, 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 Joint Powers Governing Board is scheduled for Wednesday, May 2, 2018.

15. ADJOURNMENT

JD/as