



## Tri-Valley Regional Occupational Program

1040 Florence Road, Livermore, CA 94550

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

### JOINT POWERS GOVERNING BOARD

Regular Board Meeting of September 6, 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 **5.0, PUBLIC COMMENT**, regarding items of public interest within the Board's jurisdiction but are *not* on the agenda. Speakers should complete a **yellow speaker card** and submit it to the Administrative Assistant **prior** to Call to Order of the meeting. By law, the Board may listen to comments, but may not enter into discussion nor take action on any item not on the agenda. Time is limited to 3 minutes per speaker and 20 minutes per subject matter.

#### JOINT POWERS GOVERNING BOARD

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

**Chuck Rogge**, Vice Chairperson  
(925) 447-1604  
[rogge.lvjUSD@isp.com](mailto:rogge.lvjUSD@isp.com)  
Member District:  
Livermore Valley Joint USD

**Joan Laursen**, Member  
(925) 519-5310  
[jlaursen@pleasantonusd.net](mailto:jlaursen@pleasantonusd.net)  
Member District: Pleasanton USD

**Julie Duncan**, Superintendent  
(925) 455-4800 x 106  
[jduncan@tvrop.org](mailto:jduncan@tvrop.org)  
Secretary to the Governing Board

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

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

1. **CALL TO ORDER / ROLL CALL – 5:00 pm**
2. **PUBLIC COMMENT** – on posted closed session item only
3. **ADJOURN TO CLOSED SESSION - Pursuant to Government Code §54957 and §54957.6**
  - 3.1 **Public Employee:** Conference with Labor Negotiator  
Unrepresented Employee: Superintendent
4. **RECONVENE IN OPEN SESSION**
  - 4.1 **Pledge of Allegiance**
  - 4.2 **Approval of the Agenda**

Prior to approving the agenda, a Board member may request that an agenda item be pulled or moved on the agenda.
  - 4.3 **Announcement of Any Reportable Action Taken in Closed Session**
5. **PUBLIC COMMENT** on matters *not* on the agenda  
At this time, members of the public may address the Board regarding any matter that is *not* on the agenda. (For items that *are* on the agenda, the opportunity for public comment will be presented during each agenda item.) Speakers should submit a speaker card to the Administrative Assistant prior to Call to Order of the meeting: a *yellow card* for items not on the agenda and a *blue card* to speak during an agenda item. Time is limited to 3 minutes per speaker and 20 minutes per topic.
6. **RECOGNITIONS** – Middle College Graduate, Angelo Abellar
7. **CONSENT CALENDAR**

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

**CONSENT - MOTIONS**

  - 7.1 **Approval of Minutes from the Regular Board Meeting of June 14, 2017**

The Board will consider approval of the minutes from the June 14, 2017 Board Meeting.
  - 7.2 **Approval of Bill and Salary Reports – June 1 – August 31, 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 three months.
  - 7.3 **Approval of Purchase Order Summary – June 1 – August 31, 2017**

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

## CONSENT – RESOLUTIONS

In order to conduct regular operations of the District, the Board is being asked, in one roll call vote, to adopt Resolutions 2017-18.1 through 2017-18.6.

**7.4 Resolution No. 2017-18.1 - Signature Card – Authorized Agents Payroll Warrants and Disbursements**

The Board will consider approval of this Resolution authorizing persons named to sign warrants and approval of payments on behalf of the District.

**7.5 Resolution No. 2017-18.2 - Authorization for Bank Signatures**

The Board will consider approval of this Resolution authorizing persons named to sign bank documents on behalf of the District.

**7.6 Resolution No. 2017-18.3 - Appointment of Authorized Agents for State and Federal Applications**

The Board will consider approval of this Resolution authorizing persons named to sign State & Federal applications and documents on behalf of the District.

**7.7 Resolution No. 2017-18.4 - Budget Transfers of Funds – Revenues and Expenditures**

The Board will consider approval of this Resolution authorizing persons named to sign budget working documents on behalf of the District.

**7.8 Resolution No. 2017-18.5 - Delegation of Authority**

The Board will consider approval of this Resolution authorizing persons named to act with Board Authority to procure goods, services and labor on behalf of the District.

**7.9 Resolution No. 2017-18.6 - Authorized Agents for Official Documents and Reports**

The Board will consider approval of this Resolution authorizing persons named to act with Board Authority to sign official documents on behalf of the District.

## 8. DEFERRED CONSENT ITEMS

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

## 9. INFORMATION / ACTION ITEMS

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

**9.1 Director of College and Career Readiness Update– *information***

Staff will present information to the Board on the new CA State Accountability Indicators and the support provided to member districts.

**9.2 Middle College High School at Las Positas College Update – *information***

Staff will update the Board on the start of year three of Middle College at Las Positas College.

- 9.3 Approval of the 2016 – 2017 Unaudited Actuals - action**  
Presentation of, by California statute, the District’s 2016 – 2017 unaudited actuals. This Board approved financials report will be sent to the Alameda County Office of Education and the California Department of Education for inspection and approval.
- 9.4 Approval of Personnel Document #090617 - 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.
- 9.5 Proposed Superintendent Salary Schedule - action**  
The Board will review the proposed Superintendent Salary Schedule.
- 9.6 Ratification of Superintendent Contract - action**  
The Board will approve the Superintendent’s Contract if contractual decisions are made in closed session and if the parties have agreed on the terms resulting in an Employment Contract.
- 10. CORRESPONDENCE – None**
- 11. SUPERINTENDENT’S REPORT**  
Julie Duncan, Superintendent, will report on recent meetings, activities, or legislation.
- 12. BOARD MEMBER REPORTS**  
Board members may wish to report on their recent activities.
- 13. ANNOUNCEMENTS**
- The next Regular Meeting of the Board will be held December 6, 2017 at 5:00 pm.
- 14. ADJOURNMENT**

JD/as