



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
Member District: Dublin USD

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

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

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

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



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
September 6, 2017

CONSENT CALENDAR – MOTION – 7.1

AGENDA ITEM:

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

RECOMMENDED ACTION:

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

BACKGROUND:

The minutes from the Regular Board Meeting of June 14, 2017 are presented for Board Approval.

FISCAL IMPACT:

None

SUPPORTING DOCUMENTS:

- Minutes of June 14, 2017 Regular Board Meeting

Moved by:
Seconded by:
Passed by:



Tri-Valley Regional Occupational Program

1040 Florence Road, Livermore, CA 94550

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JOINT POWERS GOVERNING BOARD

Minutes for the Regular Board Meeting and Budget Hearing

June 14, 2017

5:00 pm Closed Session, 6:00 pm Open Session

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

Roll Call/Establishment of Quorum

Dan Cunningham, Chairperson

Chuck Rogge, Vice Chairperson

Julie Duncan, Secretary to the Board

Member, Joan Laursen, absent

- 2. **PUBLIC COMMENT** – None
- 3. **ADJOURN TO CLOSED SESSION** - Pursuant to Government Code §54957 and §54957.6

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

3.2 Public Employee Performance Evaluation

Title: Superintendent

- 4. **RECONVENE IN OPEN SESSION**

4.1 Pledge of Allegiance

4.2 Approval of the Agenda

Prior to approving the agenda, a Board member may request that an agenda item be pulled or moved on the agenda.

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

4.3 Announcement of Any Reportable Action Taken in Closed Session

No action was taken in closed session.

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

- 6. **PUBLIC COMMENT** - None

7. RECOGNITIONS

7.1 Nancy McNeil – Teacher of the Year

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

7.2 Douglas Den Hartog

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

7.3 Coordinating Council

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

8. CONSENT CALENDAR

The Consent Calendar is for items that require the approval of the Board, but are routine in nature. The Board acts upon these items in one vote.

CONSENT - MOTIONS

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

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

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

8.4 Approval of Memorandums of Understanding with Member Districts

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

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

8.7 Approval of TVROP Certificated Performance Evaluation

8.8 Authorization to Surplus Equipment

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

9. DEFERRED CONSENT ITEMS – None

10. INFORMATION / ACTION ITEMS

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

10.1 Proposed Budget Adoption for 2017 – 2018 – action

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

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

10.2 Approval of Master Schedule for 2017 – 2018

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

have 105 students in the fall of 2017.

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

10.3 Approval of Personnel Document #061417 - action

The Board must act on all issues regarding employees of the TVROP. The Personnel Document specifies each area, to include new hires, resignations, retirements and vacancies.

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

10.4 Work-Based Learning Coordinator – information

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

10.5 Office Layout Reorganization – information/action

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

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

11. CORRESPONDENCE

- ACOE 2016-17 Second Interim Report Approval

12. SUPERINTENDENT'S REPORT

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

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

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

13. BOARD MEMBER REPORTS

Board members may wish to report on their recent activities.

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

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

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

14. ANNOUNCEMENTS

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

15. ADJOURNMENT

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

Original Signed

Submitted,

Julie Duncan
Secretary to the Board

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

Dan Cunningham
Board Chairperson

DC:JD:as



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
 JOINT POWERS GOVERNING BOARD MEETING
 SEPTEMBER 6, 2017

CONSENT CALENDAR – MOTION – 7.2

AGENDA ITEM:

7.2 – Approval of Bill and Salary Reports – June 1 – August 31, 2017

RECOMMENDED ACTION:

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

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 for the past two months. All of the warrants have been approved by the Alameda County Office of Education.

FISCAL IMPACT:

Operating Expenditures were \$590,387.74, salary expenditures were \$562,169.75 and CTEIG transfers to Member Districts were \$2,484,832.38.

SUPPORTING DOCUMENTS:

Warrant – Disbursements – See Chart Below

WARRANT – DISBURSEMENTS	June 2017	July 2017	August 2017	TOTAL FOR PERIOD
PAYROLL RELATED	\$217,870.34	\$78,742.78	\$265,556.63	\$562,169.75
BOOKS/SUPPLIES	\$18,255.87		\$99,306.54	\$117,562.41
SERVICES	\$381,863.11	\$15.00	\$90,962.22	\$472,825.33
CTEIG transfers	\$2,484,832.38			\$2,484,832.38
TOTAL	\$3,102,821.70	\$78,757.78	\$455,825.39	\$3,637,389.87

- Transaction Listing June 2017
- Transaction Listing July 2017
- Transaction Listing August 2017

Moved by:
 Seconded by:
 Passed by:

SORT ORDER: Major Ob

SELECT Object Detail: 1000-7999

	Sort Value	Sort Level Description	Sort Level	Type	Debit	Credit	Net
	=====	=====	===	=====	=====	=====	=====
**	Total 1000	By Major Object	(1)	DR-CR	46,157.64	0.00	46,157.64
**	Total 2000	By Major Object	(1)	DR-CR	18,294.20	0.00	18,294.20
**	Total 3000	By Major Object	(1)	DR-CR	14,290.94	0.00	14,290.94
**	Total 4000	By Major Object	(1)	DR-CR	0.00	1,437.36	-1,437.36
**	Total 5000	By Major Object	(1)	DR-CR	15.00	135,726.84	-135,711.84
		** G R A N D T O T A L **		DR-CR	78,757.78	137,164.20	-58,406.42

SORT ORDER: Major Ob

SELECT Object Detail: 1000-7999

	Sort Value	Sort Level Description	Sort Level	Type	Debit	Credit	Net
=====							
**	Total 1000	By Major Object	(1)	DR-CR	181,108.33	40,162.48	140,945.85
**	Total 2000	By Major Object	(1)	DR-CR	40,392.92	0.00	40,392.92
**	Total 3000	By Major Object	(1)	DR-CR	43,961.66	7,430.09	36,531.57
**	Total 4000	By Major Object	(1)	DR-CR	18,318.92	63.05	18,255.87
**	Total 5000	By Major Object	(1)	DR-CR	383,826.36	1,963.25	381,863.11
**	Total 7000	By Major Object	(1)	DR-CR	3,693,458.38	1,208,626.00	2,484,832.38
		** G R A N D T O T A L **		DR-CR	4,361,066.57	1,258,244.87	3,102,821.70

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	178,952.37	0.00	178,952.37
** Total	2000	By Major Object	(1)	DR-CR	40,739.30	0.00	40,739.30
** Total	3000	By Major Object	(1)	DR-CR	45,864.96	0.00	45,864.96
** Total	4000	By Major Object	(1)	DR-CR	100,613.05	1,306.51	99,306.54
** Total	5000	By Major Object	(1)	DR-CR	91,431.11	468.89	90,962.22
		** G R A N D T O T A L **		DR-CR	457,600.79	1,775.40	455,825.39



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
SEPTEMBER 6, 2017

CONSENT CALENDAR – MOTION – 7.3

AGENDA ITEM:

7.3– Approval of Purchase Order Summary – June 1 – August 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 \$925,718.82

SUPPORTING DOCUMENTS:

- Purchase Order Descriptive Summary, June 2017
- Purchase Order Descriptive Summary, July 2017
- Purchase Order Descriptive Summary, August 2017

Moved by:

Seconded by:

Passed by:

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>
R17258	PNH CONSTRUCTION	Spalasso	Contracted Services	06/20/2017	12,490.00
R17259	HARRIS SCHOOL SOLUTIONS	Spalasso	Equipment Maint Agreements	06/20/2017	14,982.01
R17260	ENVOY PLAN SERVICES INC	SPALASSO	Contracted Services	06/22/2017	171.00
				Grand Total:	<u><u>27,643.01</u></u>

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>
R18001	PEARSON EDUCATION INC	CONNORS/SPALASSO	Materials & Supplies	07/11/2017	7,708.32
R18002	CALIFORNIA SCHOOL BOARDS ASSOC CSB	Spalasso-TVROP	Dues & Memberships	07/11/2017	1,438.00
R18003	SCANTRON CORPORATION	Spalasso - TVROP	Equipment Maint Agreements	07/11/2017	358.00
R18004	ETIQUETTE SURVIVAL	Spalasso - TVROP	Materials & Supplies	07/11/2017	21.96
R18005	OFFICE DEPOT	Spalasso - TVROP	Materials & Supplies	07/11/2017	800.00
R18006	GRAPHICS OUTSIDE BILLING	Spalasso -TVROP	Printing	07/11/2017	300.00
R18007	ARAMARK UNIFORM SERVICES	Spalasso - TVROP	Rental - Property	07/11/2017	350.80
R18008	KEENAN ASSOCIATES	Spalasso - TVROP	Insurance	07/11/2017	16,813.00
R18009	JENSEN WHOLESALE SPORTS	Spalasso - TVROP	Materials & Supplies	07/11/2017	915.42
R18010	QES COMPUTERS	Spalasso	Technology Supplies	07/11/2017	110.00
R18011	QES COMPUTERS	Spalasso - TVROP	Technology Supplies	07/11/2017	65,514.09
R18012	QES COMPUTERS	Spalasso - TVROP	Technology Supplies	07/11/2017	9,755.98
R18013	CALIFORNIA SCHOOL BOARDS ASSOC CSB	Spalasso - TVROP	Travel & Conferences	07/11/2017	1,069.00
R18014	AMAZON.COM CORPORATE CREDIT	Spalasson - TVROP	Materials & Supplies	07/11/2017	2,500.00
R18015	LIVERMORE AIRWAY BUSINESS PARK	Spalasso - TVROP	Rental - Property	07/11/2017	3,000.00
R18016	COMCAST	SPALASSO - TVROP	Telephone	07/11/2017	4,500.00
R18017	CIT FINANCE LLC	SPALASSO - TVROP	Rental - Property	07/11/2017	7,000.00
R18018	ARROWHEAD SPRING WATER	SPALASSO - TVROP	Materials & Supplies	07/11/2017	600.00
R18019	LIVERMORE SANITATION INC	SPALASSO - TVROP	Contracted Services	07/11/2017	2,802.00
R18020	RYERSON INC	SPALASSO - TVROP	Contracted Services	07/11/2017	2,642.43
R18021	COSTCO WHOLESALE	SPALASSO - TVROP	Dues & Memberships	07/11/2017	55.00
R18022	ENT NETWORKS INC	SPALASSO - TVROP	Contracted Services	07/11/2017	6,000.00
R18023	US BANK	SPALASSO - TVROP	Materials & Supplies	07/11/2017	5,000.00
R18024	COSTCO WHOLESALE	SPALASSO - TVROP	Materials & Supplies	07/11/2017	5,000.00
R18025	ATKINSON ANDELSON LOYA RUUD &	SPALASSO - TVROP	Legal Expense	07/11/2017	13,135.00
R18026	OFFICE DEPOT	SPALASSO - TVROP	Materials & Supplies	07/11/2017	10,000.00
R18027	BAY AREA NEWS GROUP	SPALASSO - TVROP	Advertising	07/11/2017	400.00
R18028	LIVERMORE VALLEY JOINT UNIFIED	SPALASSO - TVROP	Contracted Services	07/11/2017	2,500.00
R18029	CALTRONICS BUSINESS SYSTEMS	SPALASSO - TVROP	Equipment Maint Agreements	07/11/2017	5,700.00
R18030	OFFICE DEPOT	SPALASSO - TVROP	Materials & Supplies	07/11/2017	300.00
R18031	OFFICE DEPOT	SPALASSO - TVROP	Materials & Supplies	07/11/2017	300.00
R18032	OFFICE DEPOT	SPALASSO - TVROP	Materials & Supplies	07/11/2017	900.00
R18033	OFFICE DEPOT	SPALASSO - TVROP	Materials & Supplies	07/11/2017	500.00
R18034	OFFICE DEPOT	SPALASSO - TVROP	Materials & Supplies	07/11/2017	300.00
R18035	OFFICE DEPOT	SPALASSO - TVROP	Materials & Supplies	07/11/2017	300.00
R18036	OFFICE DEPOT	SPALASSO - TVROP	Materials & Supplies	07/11/2017	1,000.00
R18037	OFFICE DEPOT	SPALASSO - TVROP	Materials & Supplies	07/11/2017	1,000.00
R18038	OFFICE DEPOT	SPALASSO - TVROP	Materials & Supplies	07/11/2017	1,000.00
R18039	OFFICE DEPOT	SPALASSO - TVROP	Materials & Supplies	07/11/2017	300.00
R18040	OFFICE DEPOT	SPALASSO - TVROP	Materials & Supplies	07/11/2017	300.00
R18041	OFFICE DEPOT	SPALASSO - TVROP	Materials & Supplies	07/11/2017	300.00
R18042	OFFICE DEPOT	RAY/MIDCOLL/TVROP	Materials & Supplies	07/11/2017	1,000.00
R18043	S/P2.ORG	WOODWORTH/LHS/TVROP	Licensing agreements	07/11/2017	249.00
R18044	J&J PERFORMANCE AUTO PARTS	WOODWORTH/LHS/TVROP	Materials & Supplies	07/11/2017	800.00
R18045	ASBURY ENVIROMENTAL SERVICES	WOODWORTH/RANDALL/LHS/TVROP	Contracted Services	07/11/2017	500.00

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>
R18046	WHEELS/LAVTA	PEREIRA/TVROP	Materials & Supplies	07/11/2017	3,680.00
R18047	GOOGLE CHECKOUT	AHUNKEN/TVROP	Contracted Services	07/11/2017	2,100.00
R18048	QES COMPUTERS	Splasso/Nyswonger	Contracted Services	07/11/2017	2,500.00
R18049	LIVERMORE VALLEY JOINT UNIFIED	HUNKEN/TVROP	Postage	07/11/2017	2,800.00
R18050	CHABOT-LAS POSITAS COMMUNITY	FRAZER/MIDDLE COLL/TVROP	Contracted Services	07/11/2017	5,000.00
R18051	LAS POSITAS COLLEGE	FRAZER/MIDCOLL/TVROP	Materials & Supplies	07/11/2017	10,000.00
R18052	CALIFORNIA COALITION OF EARLY AND	SPALASSO/TVROP	Travel & Conferences	07/11/2017	830.00
R18053	PLEASANTON UNIFIED SCHOOL DIST	LANG/TRIP	Printing	07/11/2017	600.00
R18054	NETWORK SOULTIONS	SPLASSO/TVROP	Materials & Supplies	07/11/2017	155.55
R18055	OFFICE DEPOT	RUTLEGE/PERKINS/TVROP	Materials & Supplies	07/11/2017	1,750.00
R18056	EDJOIN	SPALASSO/TVROP	Dues & Memberships	07/11/2017	750.00
R18057	MCNANEY, LISA E	SPALASSO/TVROP	Contracted Services	07/11/2017	67,200.00
R18058	PLEASANTON UNIFIED SCHOOL DIST	BROWN/MIDDLECOLLEGE	Printing	07/11/2017	100.00
R18059	WIX.COM	SPALASSO/TVROP	Contracted Services	07/11/2017	299.00
R18060	BAY AREA AIR QUALITY MANAGEMENT	HUNKEN/TVROP	Fees & Assessments	07/11/2017	576.00
R18061	DESIGNS SCHOOL OF COSMETOLOGY INCMORELLI/TVROP		Contracted Services	07/11/2017	10,000.00
R18062	LIVERMORE PLEASANTON FIRE DEPT	SPLASSO/TVROP	Fees & Assessments	07/11/2017	950.00
R18063	BLACK TIE TRANSPORTATION	SPALASSO/TVROP	Contracted Services	07/11/2017	2,391.34
R18064	APPLE COMPUTERS	SPALASSO/TVROP	Materials & Supplies	07/11/2017	3,208.67
R18065	CENGAGE LEARNING	SPALASSO/TVROP	Materials & Supplies	07/19/2017	3,105.43
R18066	DIABLO VALLEY COLLEGE	NYSWONGER/TVROP	Travel & Conferences	07/19/2017	600.00
R18067	ENVOY PLAN SERVICES INC	HUNKEN/TVROP	Other Payroll Deds Liability	07/19/2017	500.00
R18068	POCKET NURSE	CONNERS/TVROP	Materials & Supplies	07/19/2017	3,978.67
R18069	WOLTERS KLUWER HEALTH	HUNKEN/TVROP	Materials & Supplies	07/19/2017	9,176.13
R18070	U-HAUL INTERNATIONAL INC	HUNKEN/TVROP	Rental - Property	07/19/2017	3,615.00
R18071	STAPLES	SPALASSO	Materials & Supplies	07/19/2017	1,000.00
R18072	VERIZON WIRELESS	HUNKEN/TVROP	Telephone	07/31/2017	2,900.00
R18073	CDW GOVERNMENT INC	ROBBINS/HUNKEN/TVROP	Technology Supplies	07/31/2017	224.06
R18074	ARAMARK UNIFORM SERVICES	WOODWORTH/HUNKEN/TVROP	Rental - Property	07/31/2017	3,858.80
R18075	SCANTRON CORPORATION	HUNKEN/TVROP	Materials & Supplies	07/31/2017	227.24
R18076	OFFICE DEPOT	BEYNE/HUNKEN/TVROP	Materials & Supplies	07/31/2017	100.00
R18077	CALIFORNIA COALITION OF EARLY AND	HUNKEN/TVROP	Dues & Memberships	07/31/2017	450.00
R18078	CALIFORNIA COALITION OF EARLY AND	HUNKEN/TVROP	Dues & Memberships	07/31/2017	700.00
R18079	NIGRO & NIGRO PC	HUNKEN/TVROP	Audit Expenses	07/31/2017	10,200.00
R18080	AVID CENTER	HUNKEN/TVROP	Dues & Memberships	07/31/2017	4,318.00

Grand Total: 344,881.89

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>
R18081	NEWEGG BUSINESS	NYSWONGER/HUNKEN/TVROP	Materials & Supplies	08/07/2017	4,611.55
R18082	APPLE COMPUTERS	HUNKEN/TVROP	Technology Supplies	08/07/2017	6.00
R18083	SPECK	ROBBINS/HUNKEN/TVROP	Technology Supplies	08/07/2017	43.66
R18084	WORTHINGTON DIRECT	Spalasso/Robbins	Materials & Supplies	08/09/2017	1,182.45
R18085	PLEASANTON UNIFIED SCHOOL DIST	DUNCAN/HUNKEN/ROP	Contracted Services	08/09/2017	130,541.25
R18086	LIVERMORE VALLEY JOINT UNIFIED	HUNKEN/TVROP	Contracted Services	08/09/2017	5,000.00
R18087	PLEASANTON UNIFIED SCHOOL DIST	HUNKEN/TVROP	Contracted Services	08/09/2017	5,000.00
R18088	DUBLIN UNIFIED SCHOOL DISTRICT	HUNKEN/TVROP	Contracted Services	08/09/2017	5,000.00
R18089	DUBLIN UNIFIED SCHOOL DISTRICT	HUNKEN/TVROP	Contracted Services	08/09/2017	36,767.20
R18090	PLEASANTON UNIFIED SCHOOL DIST	HUNKEN/TVROP	Contracted Services	08/09/2017	160,415.50
R18091	LIVERMORE VALLEY JOINT UNIFIED	DUNCAN/HUNKEN/TVROP	Contracted Services	08/09/2017	89,366.00
R18092	SILVER & BLACK TELECOM	HUNKEN/SPALASSO/TVROP	Contracted Services	08/25/2017	500.00
R18093	LARSON, GAYLE	SPALASSO/DUNCAN	Contracted Services	08/25/2017	95,000.00
R18094	HARRIS SCHOOL SOLUTIONS	HUNKEN/TVROP	Contracted Services	08/25/2017	2,800.00
R18095	PLEASANTON UNIFIED SCHOOL DIST	HUNKEN/LANG/TVROP	Materials & Supplies	08/25/2017	1,300.00
R18096	QES COMPUTERS	NYSWONGER/HUNKEN/TVROP	Materials & Supplies	08/25/2017	3,036.04
R18097	QES COMPUTERS	NYSWONGER/HUNKEN/TVROP	Materials & Supplies	08/25/2017	3,741.83
R18098	CENGAGE LEARNING	CUTTER/HUNKEN/TVROP	Materials & Supplies	08/25/2017	7,975.25
R18099	AMAZON.COM CORPORATE CREDIT	MCNEIL/HUNKEN/TVROP	Materials & Supplies	08/25/2017	157.19
R18100	CEV MULTIMEDIA LTD	MORELLI/HUNKEN/TVROP	Materials & Supplies	08/25/2017	750.00

Grand Total: 553,193.92



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
SEPTEMBER 6, 2017

CONSENT – RESOLUTION – 7.4

AGENDA ITEM:

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

RECOMMENDED ACTION:

As part of the Consent Calendar, Approve Resolution No. 2017-18.1

BACKGROUND:

California Education Code Sections 42632, 42601 allow the Governing Board to authorize a person or persons to sign on its behalf. Persons named on Resolution No. 2017-18.1 are authorized by the Board of Education to sign warrants and approval of payments on behalf of the District. Resolution No. 2017-18.1 supersedes all prior resolutions naming authorized signers for the District.

FISCAL IMPACT:

None

SUPPORTING DOCUMENTS:

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

Moved by:

Seconded by:

Passed by:

**BEFORE THE JOINT POWERS GOVERNING BOARD
OF THE TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
COUNTY OF ALAMEDA, STATE OF CALIFORNIA**

<p>RESOLUTION NO. 2017-18.1 SIGNATURE CARD – AUTHORIZED AGENTS PAYROLL WARRANTS & DISBURSEMENTS</p>
--

WHEREAS, pursuant to Education Code Section 42632 for K-12 Education and Section 85232 for Community Colleges, each order drawn on the funds of a school district shall be signed by at least a majority of the members of the Governing Board of the district, or by a person or persons authorized by the Governing Board to sign orders in its name; and

WHEREAS, the Governing Board of each school district shall be responsible for filing such signatures with the County Office of Education per Education Code Section 42633; and

WHEREAS, this resolution supersedes all previous resolutions authorizing such signature(s) on behalf of the Governing Board, and declares said prior resolutions null and void;

NOW, THEREFORE BE IT RESOLVED that the Governing Board of the Tri-Valley Regional Occupational Program (TVROP) authorizes and empowers the following person(s) to sign orders in its name effective as of the date of this resolution:

- | | | |
|----|------------------------------|---------------------|
| 1. | | Julie Duncan |
| | Signature | Type Name |
| | <u>Superintendent</u> | |
| | Title | |

- | | | |
|----|--|--------------------|
| 2. | | Amy Robbins |
| | Signature | Type Name |
| | <u>Director of College and Career Readiness</u> | |
| | Title | |

- | | | |
|----|---|------------------------|
| 3. | | Heather Morelli |
| | Signature | Type Name |
| | <u>Coordinator, Program Services</u> | |
| | Title | |

- | | | |
|----|--|---------------------|
| 4. | | Susan Kinder |
| | Signature | Type Name |
| | <u>Assistant Superintendent, Business Services,</u>
<u>Livermore Valley Joint Unified School District</u> | |
| | Title | |

PASSED AND ADOPTED this 6th day of September, 2017, by the Joint Powers Governing Board of the Tri-Valley Regional Occupational Program, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dan Cunningham, Chairperson
Joint Powers Governing Board

I, Julie Duncan, Secretary to the TVROP Joint Powers Governing Board, do hereby certify that the foregoing resolution was regularly introduced, passed, and adopted by the Board during its meeting held September 6, 2017.

Julie Duncan, Secretary
Joint Powers Governing Board



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
SEPTEMBER 6, 2017

CONSENT – RESOLUTION – 7.5

AGENDA ITEM:

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

RECOMMENDED ACTION:

As part of the Consent Calendar, Approve Resolution No. 2017-18.2

BACKGROUND:

Bank of the West holds three accounts; Associated Student Body, Payroll and Revolving Fund Account and holds signature cards on file to allow designated positions endorsement, transfer, review and/or authorize wiring of funds and otherwise access the TVROP's deposit accounts. The following signature card updates the authorized signers for TVROP.

This resolution enables TVROP and Livermore Valley Joint Unified School District the ability to cooperatively and conveniently conduct regular business operations.

FISCAL IMPACT:

None

SUPPORTING DOCUMENTS:

- Resolution No. 2017-18.2 – Authorization for Bank Signatures

Moved by:

Seconded by:

Passed by:

**BEFORE THE JOINT POWERS GOVERNING BOARD
OF THE TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
ALAMEDA COUNTY, CALIFORNIA**

**RESOLUTION NO. 2017-18.2
AUTHORIZATION FOR BANK SIGNATURES**

WHEREAS, California Government Code §53679 stipulates that money not under control of the treasurer but belonging to a local agency and under the control of any of its officers or employees other than the treasurer may deposit funds as active deposits or inactive deposits; and

WHEREAS, for deposits in excess of the amount insured under any federal law, a contract in accordance with Government Code §53649 is required; and

WHEREAS, the Joint Powers Governing Board of the Tri-Valley Regional Occupational Program (TVROP) designates the positions of the TVROP Superintendent, Director of College and Career Readiness, Program Coordinator and Assistant Superintendent of Business Services, Livermore Valley Joint Unified School District as its representatives to enter into such contract with Bank of the West, on its behalf; and

WHEREAS, contracting authorization/requirements includes the following:

- Establish bank accounts and services;
- Sign, or change in writing, agreements with Bank of the West regarding the TVROP bank deposit relationship;
- Specify in writing, to Bank of the West, the names of the individual(s) who are authorized in the name of and on behalf of the Joint Powers Governing Board of the TVROP to:
 - Withdraw funds from any of the TVROP banking accounts on the TVROP's checks or orders;
 - Endorse and deliver to Bank of the West, for any purposes and in any amount, negotiable or non-negotiable items of any kind, and owned by, held by, or payable to the TVROP; and
 - Send, review, and/or authorize wire and electronic transfers of funds from TVROP accounts. Such authority may be exercised by such authorized individual acting alone, regardless of any multiple signature requirements otherwise applicable to the accounts; and
 - Otherwise access the TVROP's deposit accounts.

NOW, THEREFORE, BE IT RESOLVED that the individuals now or subsequently holding the positions of TVROP Superintendent, Director of College and Career Readiness, Program Coordinator and Assistant Superintendent of Business Services, Livermore Valley Joint Unified School District are authorized by the Joint Powers Governing Board of the TVROP to enter into any contract with Bank of the West relating to any deposit, which in his/her judgment is to the public advantage;

PASSED AND ADOPTED this 6th day of September, 2017, by the Joint Powers Governing Board of the Tri-Valley Regional Occupational Program, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dan Cunningham, Chairperson
Joint Powers Governing Board

I, Julie Duncan, Secretary to the TVROP Joint Powers Governing Board, do hereby certify that the foregoing resolution was regularly introduced, passed, and adopted by the Board during its meeting held September 6, 2017.

Julie Duncan, Secretary
Joint Powers Governing Board



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
SEPTEMBER 6, 2017

CONSENT - RESOLUTION - 7.6

AGENDA ITEM:

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

RECOMMENDED ACTION:

As part of the Consent Calendar, approve Resolution No. 2017-18.3

BACKGROUND:

The Tri-Valley ROP Joint Powers Agreement requires that an unanimous vote of the Governing Board of the Tri-Valley Regional Occupational Program of Alameda County, California, approve the designation certain persons employed by the Tri-Valley Regional Occupational Program to apply/sign State and Federal Applications of funding opportunities.

FISCAL IMPACT:

None

SUPPORTING DOCUMENTS:

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

Moved by:

Seconded by:

Passed by:

TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM

RESOLUTION NO. 2017-18.3

**APPOINTMENT OF AUTHORIZED AGENTS FOR
STATE AND FEDERAL APPLICATIONS**

WHEREAS, the Joint Powers Governing Board of Tri-Valley Regional Occupational Program of Alameda County, California wishes to designate certain persons employed by the Tri-Valley Regional Occupational Program to sign for all matters pertaining to state and federal specially funded projects; and

WHEREAS, although Education Code Section 42632 requires at least a majority vote of the members, the Tri-Valley Regional Occupational Program Joint Powers Agreement, Sections VIII.B and XII.A, requires that an unanimous vote of the Joint Powers Governing Board of Tri-Valley Regional Occupational Program approves the designated agents of the Tri-Valley Regional Occupational Program; and

WHEREAS, Education Code Section 42632 also allows the Joint Powers Governing Board of Tri-Valley Regional Occupational Program to authorize a person or persons to sign said orders in its behalf;

NOW, THEREFORE, BE IT RESOLVED that the person or persons listed below are herewith so designated:

Name/Title:

Julie Duncan
Superintendent

Amy Robbins
Director of College &
Career Readiness

Fred Rutledge
Adult Education
Coordinator

AND, BE IT FURTHER RESOLVED that pursuant to Education Code Section 42633, said authorized signatures shall be filed with the County Superintendent of Schools on the signature cards that have been provided by the County Superintendent of Schools.

PASSED AND ADOPTED this 6th day of September, 2017 by the Joint Powers Governing Board of the Tri-Valley Regional Occupational Program, of Alameda County, State of California.

AYES:

NOES:

ABSENT:

ABSTAIN:

Dan Cunningham, Chairperson
Joint Powers Governing Board

I, Julie Duncan, Secretary of the JPA Board of the TRI-VALLEY REGIONAL OCCUPATIONAL CENER/PROGRAM, do hereby certify that the foregoing resolution was regularly introduced, passed, and adopted by the JPA Board at its meeting held on September 6, 2017.

Julie Duncan, Secretary
Joint Powers Governing Board



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
SEPTEMBER 6, 2017

CONSENT – RESOLUTION – 7.7

AGENDA ITEM:

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

RECOMMENDED ACTION:

As part of the Consent Calendar, Approve Resolution No. 2017-18.4

BACKGROUND:

The Tri-Valley ROP Joint Powers Agreement requires that an unanimous vote of the Governing Board of the Tri-Valley Regional Occupational Program of Alameda County, California, approve the designation of certain persons employed by the Tri-Valley Regional Occupational Program to approve necessary transfers of funds in relation to both revenues and expenditures.

FISCAL IMPACT:

None

SUPPORTING DOCUMENTS:

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

Moved by:

Seconded by:

Passed by:

TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM

RESOLUTION NO. 2017-18.4

**APPOINTMENT OF AUTHORIZED AGENTS FOR
BUDGET TRANSFERS OF FUNDS – REVENUES AND EXPENDITURES**

WHEREAS, the Joint Powers Governing Board of Tri-Valley Regional Occupational Program of Alameda County, California wishes to designate certain persons employed by the Tri-Valley Regional Occupational Program to sign for all matters pertaining to budget transfers of Revenue and Expense; and

WHEREAS, although Education Code Section 42632 requires at least a majority vote of the members, the Tri-Valley Regional Occupational Program Joint Powers Agreement, Sections VIII.B and XII.A, requires that an unanimous vote of the Joint Powers Governing Board of Tri-Valley Regional Occupational Program approves the designated agents of the Tri-Valley Regional Occupational Program; and

WHEREAS, Education Code Section 42632 also allows the Joint Powers Governing Board of Tri-Valley Regional Occupational Program to authorize a person or persons to sign said orders in its behalf;

NOW, THEREFORE, BE IT RESOLVED that the person or persons listed below are herewith so designated:

Name/Title:

Julie Duncan
Superintendent

Amy Robbins
Director of College &
Career Readiness

Fred Rutledge
Adult Education
Coordinator

AND, BE IT FURTHER RESOLVED that pursuant to Education Code Section 42633, said authorized signatures shall be filed with the County Superintendent of Schools on the signature cards that have been provided by the County Superintendent of Schools.

PASSED AND ADOPTED this 6th day of September, 2017 by the Joint Powers Governing Board of the Tri-Valley Regional Occupational Program, of Alameda County, State of California.

AYES:

NOES:

ABSENT:

ABSTAIN:

Dan Cunningham, Chairperson
Joint Powers Governing Board

I, Julie Duncan, Secretary of the JPA Board of the TRI-VALLEY REGIONAL OCCUPATIONAL CENER/PROGRAM, do hereby certify that the foregoing resolution was regularly introduced, passed, and adopted by the JPA Board at its meeting held on September 6, 2017.

Julie Duncan, Secretary
Joint Powers Governing Board



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
SEPTEMBER 6, 2017

CONSENT - RESOLUTION - 7.8

AGENDA ITEM:

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

RECOMMENDED ACTION:

As part of the Consent Calendar, Approve Resolution No. 2017-18.5

BACKGROUND:

The Tri-Valley ROP Joint Governing Board wishes to authorize the Superintendent and/or designee authority to procure goods, services and labor on behalf of the District.

FISCAL IMPACT:

None

SUPPORTING DOCUMENTS:

- Resolution No. 2017-18.5 - Delegation of Authority

Moved by:

Seconded by:

Passed by:

**TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
RESOLUTION NO. 2017-18.5
DELEGATION OF AUTHORITY**

WHEREAS, the Joint Powers Board of the Tri-Valley Regional Occupational Program (ROP) wishes to procure goods and services for the ROP efficiently and cost effectively;

WHEREAS, this objective is furthered through minimizing delays in the procurement process consistent with observing all statutory requirements;

WHEREAS, Education Code Section 35161 provides that the Board may delegate to an officer or employee any power or duty granted to the Board by law provided the Board retains ultimate responsibility for the performance of delegated responsibilities;

WHEREAS, Education Code Section 39656 permits the Board to delegate its authority to contract to the Superintendent or the Superintendent's designee with such limitations as the Board may prescribe; and

WHEREAS, Education Code Section 39657 permits the Board to delegate to any employee the authority to purchase supplies, materials, apparatus, equipment and services consistent with Section 20111 of the Public Contract Code with prescribed limits as to time, money and subject matter;

NOW, THEREFORE, BE IT RESOLVED that:

1. The Joint Powers Board of the Tri-Valley Regional Occupational Program, pursuant to Education Code Sections 35161, 39656 and 39657, hereby delegates to the Superintendent of TVROP and her designees, the authority to (a) advertise for bids, (b) purchase goods and services, including labor and materials, (c) approve change orders in accordance with Public Contract Code Section 20118.4; and (d) finally accept work on behalf of TVROP consistent with the limitations set forth in this Resolution.
2. No contract, purchase or expenditure shall exceed \$150,000;
3. All contracts, purchases and expenditures shall be presented to the Board for ratification within sixty (60) days; and
4. All contracts, purchases and expenditures shall be consistent with the TVROP adopted budget and shall conform to all applicable statutory requirements including but not limited to Public Contract Code Sections 20111 (competitive bid requirement), 20114 (day labor/force account) and 20118.4 (change orders).
5. This delegation of authority shall not apply to the award of contracts in State-funded projects in which the State requires a resolution of the Board to release funds.

PASSED AND ADOPTED this 6th day of September, 2017 by the Joint Powers Governing Board of the Tri-Valley Regional Occupational Program, of Alameda County, State of California.

AYES:

NOES:

ABSENT:

ABSTAIN:

Dan Cunningham, Chairperson
Joint Powers Governing Board

I, Julie Duncan, Secretary of the JPA Board of the TRI-VALLEY REGIONAL OCCUPATIONAL CENER/PROGRAM, do hereby certify that the foregoing resolution was regularly introduced, passed, and adopted by the JPA Board at its meeting held on September 6, 2017.

Julie Duncan, Secretary
Joint Powers Governing Board



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
SEPTEMBER 6, 2017

CONSENT – RESOLUTION – 7.9

AGENDA ITEM:

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

RECOMMENDED ACTION:

As part of the Consent Calendar, Approve Resolution No. 2017-18.6

BACKGROUND:

The Tri-Valley ROP must provide signature approval on certain official documents and reports, including local, State and Federal reports.

Resolution No. 2017-18.6 names authorized signers for Tri-Valley Regional Occupational Program.

FISCAL IMPACT:

None

SUPPORTING DOCUMENTS:

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

Moved by:

Seconded by:

Passed by:

**BEFORE THE JOINT POWERS GOVERNING BOARD
OF THE TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
COUNTY OF ALAMEDA, STATE OF CALIFORNIA**

**RESOLUTION NO. 2017-18.6
AUTHORIZED AGENTS
OFFICIAL DOCUMENTS AND REPORTS**

WHEREAS, TVROP occasionally must provide signature approval on certain official documents and reports, including local, State and Federal reports, such as revenue and/or grant funding; and

WHEREAS, this resolution supersedes all previous resolutions authorizing such signature(s) on certain official documents and reports, and declares said prior resolutions null and void;

WHEREAS, this resolution supersedes all previous resolutions authorizing such signature(s) on behalf of the Governing Board, and declares said prior resolutions null and void;

NOW, THEREFORE BE IT RESOLVED that the Governing Board hereby duly authorizes and empowers the following person(s) to sign all documents and reports pertinent to conducting the business of the Tri-Valley Regional Occupational Program, effective as of the date of this resolution:

1. _____ **Julie Duncan**
Signature Type Name
Superintendent
Title

2. _____ **Amy Robbins**
Signature Type Name
Director of College and Career Readiness
Title

3. _____ **Heather Morelli**
Signature Type Name
Coordinator, Program Services
Title

4. _____ **Susan Kinder**
Signature Type Name
Assistant Superintendent, Business Services,
Livermore Valley Joint Unified School District
Title

5. _____ **Teresa Fiscus**
Signature Type Name
Fiscal Director, Business Services,
Livermore Valley Joint Unified School District
Title

PASSED AND ADOPTED this 6th day of September, 2017, by the Joint Powers Governing Board of the Tri-Valley Regional Occupational Program, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Chairperson, Joint Powers Governing Board

I, Julie Duncan, Secretary to the TVROP Joint Powers Governing Board, do hereby certify that the foregoing resolution was regularly introduced, passed, and adopted by the Board during its meeting held September 6, 2017.

Julie Duncan, Secretary to the Board, TVROP



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
September 6, 2017

INFORMATION ITEM – 9.1

AGENDA ITEM:

9.1 – Director of College and Career Readiness Update

INFORMATIONAL BACKGROUND:

Amy Robbins, Director of College and Career Readiness, will present information to the Board on the new California State Accountability Indicators and the support(s) offered to member districts.

The presentation will cover the following areas:

- An overview of the new State Accountability Indicators
- Diving deeper into the College and Career Readiness Indicator
- How TVROP supports and upholds “preparedness” on the new Indicator
- Next steps in working with the districts

SUPPORTING DOCUMENTS:

None



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
September 6, 2017

INFORMATION ITEM – 9.2

AGENDA ITEM:

9.2 – Middle College High School at Las Positas College Update

INFORMATIONAL BACKGROUND:

Amy Brown, Coordinator of the Middle College High School, will update the Board on the start of year three of Middle College at Las Positas College.

The presentation will cover the following areas:

- Celebration of the Class of 2017
- Current enrollment for 2017-2018
- District partner highlights
- Partnership and collaboration with Las Positas College
- Next steps for full implementation for 2018-2019 school year

SUPPORTING DOCUMENTS:

None



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
September 6, 2017

ACTION ITEM – 9.3

AGENDA ITEM:

9.3 – Approval of the 2016-2017 Unaudited Actuals

RECOMMENDED ACTION:

Approve as presented; the 2016-2017 Unaudited Actuals

BACKGROUND:

The 2016-2017 Unaudited Actuals are being submitted to the Board for review and approval. The Unaudited Actuals show the revenue and expenditures for the prior fiscal year and are submitted to the Alameda County Office of Education and then on to the California Department of Education for inspection and approval.

FISCAL IMPACT:

None

SUPPORTING DOCUMENTS:

- Tri-Valley Regional Occupational Program 2016-2017 Unaudited Actuals Summary
- General Fund Expenditures
- Restricted Balance Detail
- Federal Grant Awards
- State Grant Awards
- State Awards
- Schedule of Capital Assets
- Schedule of Long-Term Liabilities

Moved by:

Seconded by:

Passed by:

TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM

2016-2017

Unaudited Actuals

The 2016-2017 unaudited actuals are submitted to the Board of Education as required by the State of California. These reports show all revenues, expenditures, and fund balances for the Tri-Valley ROP for the fiscal year ending June 30, 2017. The financial statements will be reviewed by an independent audit firm which will provide an Independent Audit Report by December 15, 2017.

Revenue

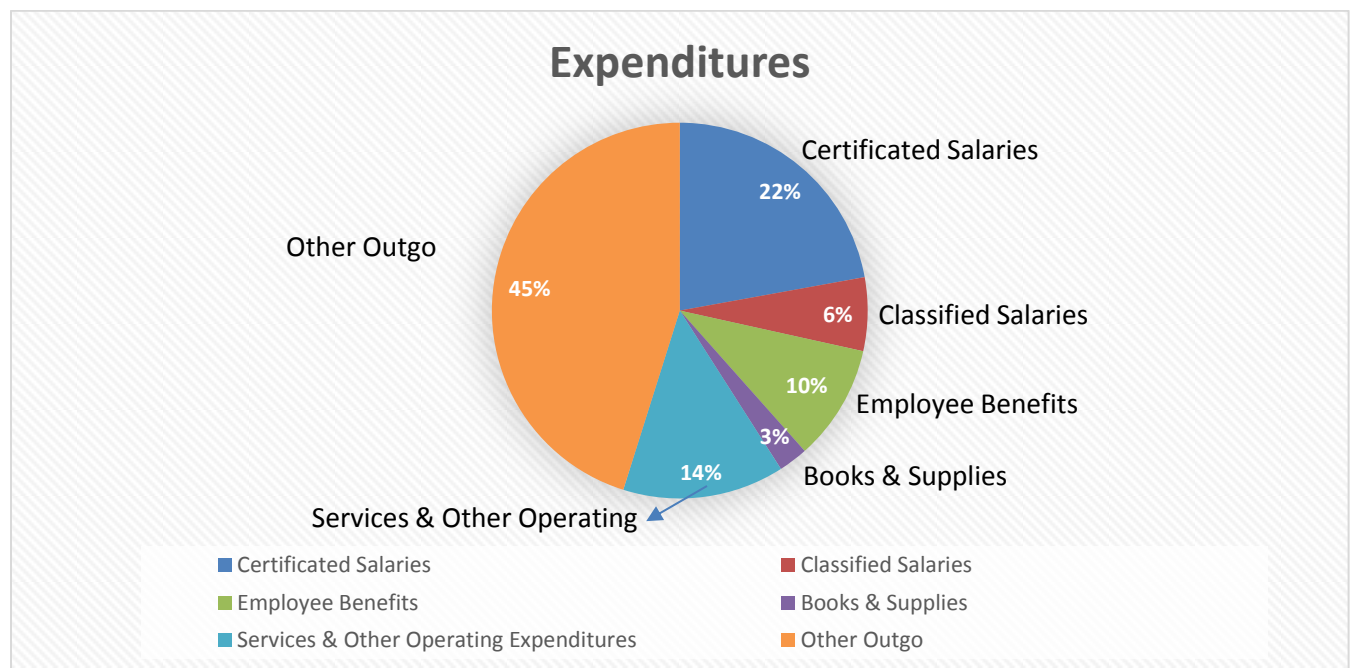
	2016-2017 Estimated Revenue		2016-2017 Unaudited Revenue		Change
Federal	\$	181,302	\$	181,302	\$ -
State	\$	3,644,752	\$	3,794,929	\$ 150,177
Local	\$	3,773,202	\$	3,868,382	\$ 95,180
Total Revenue	\$	7,599,256	\$	7,844,613	\$ 245,357

State revenue increased due to the CalSTRS On-Behalf entry. The CalSTRS state revenue was greater than projected. However, this increase is offset by increased CalSTRS On-Behalf expenditures. The net effect on the ending fund balance is zero.

Local revenue increase due to an increase in interest revenue as well as an increase in revenue from MOU staffing billbacks.

Expenditures

Category	2016-2017 Estimated Expenditures	2016-2017 Unaudited Expenditures	Change
Certificated Salaries	\$ 1,711,774	\$ 1,650,151	\$ (61,623)
Classified Salaries	\$ 430,309	\$ 470,989	\$ 40,680
Employee Benefits	\$ 551,358	\$ 741,977	\$ 190,619
Book & Supplies	\$ 383,384	\$ 188,191	\$ (195,193)
Services & Other Operating Expenditures	\$ 1,170,934	\$ 1,036,376	\$ (134,558)
Other Outgo	\$ 3,362,898	\$ 3,362,898	\$ -
TOTAL	\$ 7,610,657	\$ 7,450,582	\$ (160,075)



Total expenditures came in under budget. Employee Benefits were over budget due to the STRS On-Behalf calculation, which is offset by an increase in state revenue.

Ending Fund Balance

Tri-Valley ROP's ending fund balanced increased to \$2,123,192. This is an increase of \$394,031 from the prior year. This was due to the ending of the Santa Rita Jail program, therefore expenses related to this program came in under budget.

UNAUDITED ACTUAL FINANCIAL REPORT:

To the County Superintendent of Schools:

2016-17 UNAUDITED ACTUAL FINANCIAL REPORT. This report was prepared in accordance with Education Code Section 41010 and is hereby approved and filed by the governing board of the JPA pursuant to Education Code sections 41023 and 42100.

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

Date of Meeting: Sep 06, 2017

To the Superintendent of Public Instruction:

2016-17 UNAUDITED ACTUAL FINANCIAL REPORT. This report has been verified for accuracy by the County Superintendent of Schools pursuant to Education Code sections 41023 and 42100.

Signed: _____
County Superintendent/Designee
(Original signature required)

Date: _____

For additional information on the unaudited actual reports, please contact:

For County Office of Education:

For JPA:

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REQUEST FOR AN APPROVED INDIRECT COST RATE:

JPA's do not receive an approved indirect cost rate unless specifically requested.

(N) Do you want an approved indirect cost rate for use with 2018-19 programs? (Yes/No)

Description	Resource Codes	Object Codes	2016-17 Unaudited 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	3,794,928.61	2,314,505.00	-39.0%
4) Other Local Revenue		8600-8799	3,868,382.47	3,349,214.00	-13.4%
5) TOTAL, REVENUES			7,844,613.08	5,845,021.00	-25.5%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	1,650,150.76	1,712,350.00	3.8%
2) Classified Salaries		2000-2999	470,989.00	483,465.00	2.6%
3) Employee Benefits		3000-3999	741,976.93	612,189.00	-17.5%
4) Books and Supplies		4000-4999	188,191.11	340,451.00	80.9%
5) Services and Other Operating Expenditures		5000-5999	1,036,375.94	865,701.00	-16.5%
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			7,450,581.74	6,178,866.00	-17.1%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			394,031.34	(333,845.00)	-184.7%
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 Unaudited Actuals	2017-18 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			394,031.34	(333,845.00)	-184.7%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,729,161.02	2,123,192.36	22.8%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,729,161.02	2,123,192.36	22.8%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,729,161.02	2,123,192.36	22.8%
2) Ending Balance, June 30 (E + F1e)			2,123,192.36	1,789,347.36	-15.7%
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			20,826.72	20,826.72	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	372,529.09	308,943.30	-17.1%
Unassigned/Unappropriated Amount		9790	1,709,836.55	1,439,577.34	-15.8%

Description	Resource Codes	Object Codes	2016-17 Unaudited Actuals	2017-18 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	4,945,694.68		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Fund		9130	20,000.00		
d) with Fiscal Agent		9135	0.00		
e) collections awaiting deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	955,504.22		
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			5,921,198.90		
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	1,602,386.65		
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	2,195,619.89		
6) TOTAL, LIABILITIES			3,798,006.54		
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 (must agree with line F2) (G9 + H2) - (I6 + J2)			2,123,192.36		

Description	Resource Codes	Object Codes	2016-17 Unaudited 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	432,030.61	149,795.00	-65.3%
TOTAL, OTHER STATE REVENUE			3,794,928.61	2,314,505.00	-39.0%
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 Unaudited Actuals	2017-18 Budget	Percent Difference
Leases and Rentals		8650	0.00	0.00	0.0%
interest		8660	30,852.65	13,000.00	-57.9%
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	410,202.79	405,866.00	-1.1%
Other Local Revenue					
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.0%
All Other Local Revenue		8699	651,557.33	45,000.00	-93.1%
Tuition		8710	0.00	0.00	0.0%
All Other Transfers In		8781-8783	2,775,769.70	2,885,348.00	3.9%
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	0.00	0.00	0.0%
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			3,868,382.47	3,349,214.00	-13.4%
TOTAL, REVENUES			7,844,613.08	5,845,021.00	-25.5%

Description	Resource Codes	Object Codes	2016-17 Unaudited Actuals	2017-18 Budget	Percent Difference
CERTIFICATED SALARIES					
Certificated Teachers' Salaries		1100	1,238,082.87	1,191,103.00	-3.8%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	412,067.89	521,247.00	26.5%
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			1,650,150.76	1,712,350.00	3.8%
CLASSIFIED SALARIES					
Classified Instructional Salaries		2100	0.00	0.00	0.0%
Classified Support Salaries		2200	247,073.93	255,267.00	3.3%
Classified Supervisors' and Administrators' Salaries		2300	98,648.88	98,649.00	0.0%
Clerical, Technical and Office Salaries		2400	112,741.13	115,660.00	2.6%
Other Classified Salaries		2900	12,525.06	13,889.00	10.9%
TOTAL, CLASSIFIED SALARIES			470,989.00	483,465.00	2.6%
EMPLOYEE BENEFITS					
STRS		3101-3102	517,811.16	383,914.00	-25.9%
PERS		3201-3202	75,459.00	84,790.00	12.4%
OASDI/Medicare/Alternative		3301-3302	63,256.84	61,874.00	-2.2%
Health and Welfare Benefits		3401-3402	1,874.64	0.00	-100.0%
Unemployment Insurance		3501-3502	6,808.58	1,170.00	-82.8%
Workers' Compensation		3601-3602	76,766.71	80,441.00	4.8%
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			741,976.93	612,189.00	-17.5%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.0%
Books and Other Reference Materials		4200	48.18	0.00	-100.0%
Materials and Supplies		4300	117,203.82	229,951.00	96.2%
Noncapitalized Equipment		4400	70,939.11	110,500.00	55.8%
Food		4700	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			188,191.11	340,451.00	80.9%

Description	Resource Codes	Object Codes	2016-17 Unaudited 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	41,206.17	48,150.00	16.9%
Dues and Memberships		5300	6,527.40	14,000.00	114.5%
Insurance		5400-5450	16,704.00	25,000.00	49.7%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	29,480.60	20,800.00	-29.4%
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	933,898.11	746,751.00	-20.0%
Communications		5900	8,559.66	11,000.00	28.5%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			1,036,375.94	865,701.00	-16.5%
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 Unaudited 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			7,450,581.74	6,178,866.00	-17.1%

Description	Resource Codes	Object Codes	2016-17 Unaudited 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 Unaudited 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	3,794,928.61	2,314,505.00	-39.0%
4) Other Local Revenue		8600-8799	3,868,382.47	3,349,214.00	-13.4%
5) TOTAL, REVENUES			7,844,613.08	5,845,021.00	-25.5%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		1,846,035.03	1,815,210.00	-1.7%
2) Instruction - Related Services	2000-2999		920,070.64	952,108.00	3.5%
3) Pupil Services	3000-3999		309,742.66	321,896.00	3.9%
4) Ancillary Services	4000-4999		745,152.26	682,449.00	-8.4%
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		266,683.15	242,493.00	-9.1%
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			7,450,581.74	6,178,866.00	-17.1%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			394,031.34	(333,845.00)	-184.7%
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 Unaudited Actuals	2017-18 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			394,031.34	(333,845.00)	-184.7%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,729,161.02	2,123,192.36	22.8%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,729,161.02	2,123,192.36	22.8%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,729,161.02	2,123,192.36	22.8%
2) Ending Balance, June 30 (E + F1e)					
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					
		9740	20,826.72	20,826.72	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	372,529.09	308,943.30	-17.1%
Unassigned/Unappropriated Amount		9790	1,709,836.55	1,439,577.34	-15.8%

Resource	Description	2016-17 Unaudited Actuals	2017-18 Budget
6391	Adult Education Block Grant Program	7,611.67	7,611.67
9010	Other Restricted Local	13,215.05	13,215.05
Total, Restricted Balance		<u>20,826.72</u>	<u>20,826.72</u>

2016-17 Unaudited Actuals
FEDERAL GRANT AWARDS,
REVENUES, AND EXPENDITURES - ALL FUNDS
SCHEDULE FOR CATEGORICALS SUBJECT TO DEFERRAL OF UNEARNED REVENUES

FEDERAL PROGRAM NAME	Perkins	TOTAL
FEDERAL CATALOG NUMBER		
RESOURCE CODE	3555	
REVENUE OBJECT	8290	
LOCAL DESCRIPTION (if any)	9990135551	
AWARD		
1. Prior Year Carryover	0.00	0.00
2. a. Current Year Award	181,302.00	181,302.00
b. Transferability (NCLB/ESSA)		0.00
c. Other Adjustments		0.00
d. Adj Curr Yr Award (sum lines 2a, 2b, & 2c)	181,302.00	181,302.00
3. Required Matching Funds/Other		0.00
4. Total Available Award (sum lines 1, 2d, & 3)	181,302.00	181,302.00
REVENUES		
5. Unearned Revenue Deferred from Prior Year		0.00
6. Cash Received in Current Year	124,822.00	124,822.00
7. Contributed Matching Funds		0.00
8. Total Available (sum lines 5, 6, & 7)	124,822.00	124,822.00
EXPENDITURES		
9. Donor-Authorized Expenditures	181,302.00	181,302.00
10. Non Donor-Authorized Expenditures		0.00
11. Total Expenditures (lines 9 & 10)	181,302.00	181,302.00
12. Amounts Included in Line 6 above for Prior Year Adjustments		0.00
13. Calculation of Unearned Revenue or A/P, & A/R amounts (line 8 minus line 9 plus line 12)	(56,480.00)	(56,480.00)
a. Unearned Revenue		0.00
b. Accounts Payable		0.00
c. Accounts Receivable	56,480.00	56,480.00
14. Unused Grant Award Calculation (line 4 minus line 9)	0.00	0.00
15. If Carryover is allowed, enter line 14 amount here		0.00
16. Reconciliation of Revenue (line 5 plus line 6 minus line 13a minus line 13b plus line 13c)	181,302.00	181,302.00

2016-17 Unaudited Actuals
STATE GRANT AWARDS,
REVENUES, AND EXPENDITURES - ALL FUNDS
SCHEDULE FOR CATEGORICALS SUBJECT TO DEFERRAL OF UNEARNED REVENUES

STATE PROGRAM NAME	CCPT	CETIG	TOTAL
RESOURCE CODE	6382	6387	
REVENUE OBJECT	8590	8590	
LOCAL DESCRIPTION (if any)	9900063821	9900063871	
AWARD			
1. Prior Year Carryover	125,810.86	3,362,898.00	3,488,708.86
2. a. Current Year Award	50,850.00	2,164,710.00	2,215,560.00
b. Other Adjustments			0.00
c. Adj Curr Yr Award (sum lines 2a & 2b)	50,850.00	2,164,710.00	2,215,560.00
3. Required Matching Funds/Other			0.00
4. Total Available Award (sum lines 1, 2c, & 3)	176,660.86	5,527,608.00	5,704,268.86
REVENUES			
5. Unearned Revenue Deferred from Prior Year			0.00
6. Cash Received in Current Year	176,660.86	5,527,608.00	5,704,268.86
7. Contributed Matching Funds			0.00
8. Total Available (sum lines 5, 6, & 7)	176,660.86	5,527,608.00	5,704,268.86
EXPENDITURES			
9. Donor-Authorized Expenditures	145,750.97	3,362,898.00	3,508,648.97
10. Non Donor-Authorized Expenditures			0.00
11. Total Expenditures (lines 9 & 10)	145,750.97	3,362,898.00	3,508,648.97
12. Amounts Included in Line 6 above for Prior Year Adjustments			0.00
13. Calculation of Unearned Revenue or A/P, & A/R amounts (line 8 minus line 9 plus line 12)	30,909.89	2,164,710.00	2,195,619.89
a. Unearned Revenue	30,909.89	2,164,710.00	2,195,619.89
b. Accounts Payable			0.00
c. Accounts Receivable			0.00
14. Unused Grant Award Calculation (line 4 minus line 9)	30,909.89	2,164,710.00	2,195,619.89
15. If Carryover is allowed, enter line 14 amount here			0.00
16. Reconciliation of Revenue (line 5 plus line 6 minus line 13a minus line 13b plus line 13c)	145,750.97	3,362,898.00	3,508,648.97

2016-17 Unaudited Actuals
STATE AWARDS,
REVENUES, AND EXPENDITURES - ALL FUNDS
SCHEDULE FOR CATEGORICALS SUBJECT TO RESTRICTED ENDING BALANCES

STATE PROGRAM NAME	AEBG	TOTAL
RESOURCE CODE	6391	
REVENUE OBJECT	8590	
LOCAL DESCRIPTION (if any)	9990163911	
AWARD		
1. Prior Year Restricted Ending Balance		0.00
2. a. Current Year Award	12,800.00	12,800.00
b. Other Adjustments		0.00
c. Adj Curr Yr Award (sum lines 2a & 2b)	12,800.00	12,800.00
3. Required Matching Funds/Other	45,000.00	45,000.00
4. Total Available Award (sum lines 1, 2c, & 3)	57,800.00	57,800.00
REVENUES		
5. Cash Received in Current Year	12,800.00	12,800.00
6. Amounts Included in Line 5 for Prior Year Adjustments		0.00
7. a. Accounts Receivable (line 2c minus lines 5 & 6)	0.00	0.00
b. Noncurrent Accounts Receivable		0.00
c. Current Accounts Receivable (line 7a minus line 7b)	0.00	0.00
8. Contributed Matching Funds	45,000.00	45,000.00
9. Total Available (sum lines 5, 7c, & 8)	57,800.00	57,800.00
EXPENDITURES		
10. Donor-Authorized Expenditures	50,188.33	50,188.33
11. Non Donor-Authorized Expenditures		0.00
12. Total Expenditures (line 10 plus line 11)	50,188.33	50,188.33
RESTRICTED ENDING BALANCE		
13. Current Year (line 4 minus line 10)	7,611.67	7,611.67

	Unaudited Balance July 1	Audit Adjustments/ Restatements	Audited Balance July 1	Increases	Decreases	Ending Balance June 30
Governmental Activities:						
Capital assets not being depreciated:						
Land			0.00			0.00
Work in Progress			0.00			0.00
Total capital assets not being depreciated	0.00	0.00	0.00	0.00	0.00	0.00
Capital assets being depreciated:						
Land Improvements			0.00			0.00
Buildings	285,140.00		285,140.00			285,140.00
Equipment	123,664.00		123,664.00			123,664.00
Total capital assets being depreciated	408,804.00	0.00	408,804.00	0.00	0.00	408,804.00
Accumulated Depreciation for:						
Land Improvements			0.00			0.00
Buildings	(57,027.00)	(38,019.00)	(95,046.00)	(19,009.00)		(114,055.00)
Equipment	(63,853.00)	(23,376.00)	(87,229.00)	(9,077.00)		(96,306.00)
Total accumulated depreciation	(120,880.00)	(61,395.00)	(182,275.00)	(28,086.00)	0.00	(210,361.00)
Total capital assets being depreciated, net	287,924.00	(61,395.00)	226,529.00	(28,086.00)	0.00	198,443.00
Governmental activity capital assets, net	287,924.00	(61,395.00)	226,529.00	(28,086.00)	0.00	198,443.00
Business-Type Activities:						
Capital assets not being depreciated:						
Land			0.00			0.00
Work in Progress			0.00			0.00
Total capital assets not being depreciated	0.00	0.00	0.00	0.00	0.00	0.00
Capital assets being depreciated:						
Land Improvements			0.00			0.00
Buildings			0.00			0.00
Equipment			0.00			0.00
Total capital assets being depreciated	0.00	0.00	0.00	0.00	0.00	0.00
Accumulated Depreciation for:						
Land Improvements			0.00			0.00
Buildings			0.00			0.00
Equipment			0.00			0.00
Total accumulated depreciation	0.00	0.00	0.00	0.00	0.00	0.00
Total capital assets being depreciated, net	0.00	0.00	0.00	0.00	0.00	0.00
Business-type activity capital assets, net	0.00	0.00	0.00	0.00	0.00	0.00

Unaudited Actuals
2016-17 Unaudited Actuals
Schedule of Long-Term Liabilities

	Unaudited Balance July 1	Audit Adjustments/ Restatements	Audited Balance July 1	Increases	Decreases	Ending Balance June 30	Amounts Due Within One Year
Governmental Activities:							
General Obligation Bonds Payable			0.00			0.00	
State School Building Loans Payable			0.00			0.00	
Certificates of Participation Payable			0.00			0.00	
Capital Leases Payable		18,121.00	18,121.00		5,124.00	12,997.00	5,124.00
Lease Revenue Bonds Payable			0.00			0.00	
Other General Long-Term Debt			0.00			0.00	
Net Pension Liability		2,981,572.00	2,981,572.00			2,981,572.00	
Net OPEB Obligation			0.00			0.00	
Compensated Absences Payable	4,020.77	45.23	4,066.00			4,066.00	
Governmental activities long-term liabilities	4,020.77	2,999,738.23	3,003,759.00	0.00	5,124.00	2,998,635.00	5,124.00
Business-Type Activities:							
General Obligation Bonds Payable			0.00			0.00	
State School Building Loans Payable			0.00			0.00	
Certificates of Participation Payable			0.00			0.00	
Capital Leases Payable			0.00			0.00	
Lease Revenue Bonds Payable			0.00			0.00	
Other General Long-Term Debt			0.00			0.00	
Net Pension Liability			0.00			0.00	
Net OPEB Obligation			0.00			0.00	
Compensated Absences Payable			0.00			0.00	
Business-type activities long-term liabilities	0.00	0.00	0.00	0.00	0.00	0.00	0.00



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
September 6, 2017

ACTION ITEM - 9.4

AGENDA ITEM:

9.4 - Approval of Personnel Document #090617

RECOMMENDED ACTION:

Approve Personnel Document #090617, as presented

BACKGROUND:

The Board must act on all issues regarding employees of the TVROP. The Personnel Document specifics each area, to include, rehires, new hires, resignations, retirements and vacancies.

FISCAL IMPACT:

Personnel expenses are included in the 2017-2018 budget.

SUPPORTING DOCUMENTS:

- Personnel Document #090617

Moved by:

Seconded by:

Passed by:

PERSONNEL DOCUMENT #090617

TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM

Name / FTE	Description / Location	Effective Date	Superintendent's Recommendation
<u>2017-2018 CERTIFICATED HIRES</u>			
Jesse Mejia .50	Automotive Collision Livermore High School	8/21/2017	Approve
<u>2017-2018 CERTIFICATED TEMPORARY COVERAGE REHIRE</u>			
Laurie Erceg 1.0	Medical Occupations Granada High School	08/21/2017	Approve



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
September 6, 2017

ACTION ITEM - 9.5

AGENDA ITEM:

9.5 –Proposed Superintendent Salary Schedule

RECOMMENDED ACTION:

Approve Superintendent Salary Schedule

BACKGROUND:

Under advisement of STRS and our auditing firm, Nigro & Nigro, a salary schedule has been created for the position of Superintendent.

FISCAL IMPACT:

No fiscal impact, the approved operating budget accounts for this expense.

SUPPORTING DOCUMENTS:

- Should the Board approve the Superintendent Salary Schedule, the decision and document will be reported upon and ratified during this item in open session.

Moved by:
Seconded by:
Passed by:



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
September 6, 2017

ACTION ITEM - 9.6

AGENDA ITEM:

9.6 – Ratification of Superintendent Contract

RECOMMENDED ACTION:

Approve Superintendent Contract

BACKGROUND:

The new Superintendent contract was amended to reflect language change in reference to the creation of the Superintendent Salary Schedule as of July 1, 2017.

FISCAL IMPACT:

No fiscal impact, the approved operating budget accounts for this expense.

SUPPORTING DOCUMENTS:

- Parties to negotiate terms of contract in closed session. Provided terms are agreed upon, the decision and contract will be reported and ratified during this item in open session.

Moved by:
Seconded by:
Passed by: