



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 June 13, 2018
5:00 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 in reference to the 2018-2019 Budget during the **Public Hearing** after the Chairperson calls the Hearing to Order. 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

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

Valerie Arkin, Vice Chairperson
(925) 352-8386
varkin@pleasantonusd.net
Member District: Pleasanton USD

Chuck Rogge, Trustee
(925) 447-1604
rogge.lvjusd@isp.com
Member District:
Livermore Valley Joint 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 p.m.**
2. **PUBLIC COMMENT** on posted closed session items only
3. **ADJOURN TO CLOSED SESSION - Pursuant to Government Code §54957 & §54957.6**
 - 3.1 **Public Employee: Discipline/Dismissal/Release/Leave/Employment**
 - 3.2 **Public Employee Performance Evaluation**
Title: Superintendent
4. **RECONVENE IN OPEN SESSION – 6:00 p.m.**
 - 4.1 **Flag Salute - Pledge of Allegiance**
 - 4.2 **Approval of the Agenda**
Prior to approving the agenda, a Board member may request that an agenda item be pulled or moved on the agenda.
 - 4.3 **Announcement of Any Reportable Action Taken in Closed Session**
5. **PUBLIC HEARING**

Public Hearing on the 2018- 2019 Budget
Open Hearing for the 2018 - 2019 Tri-Valley Regional Occupational Program Budget held in Compliance with California Education Code 42103.

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

Note: Item 10 .1 contains the recommended 2018 - 2019 budget.
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. **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 May 2, 2018

The Board will consider approving minutes from the May 2, 2018 Board Meeting.

7.2 Approval of Bill and Salary Reports – May 2018

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

7.3 Approval of Purchase Order Summary – May 2018

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

7.4 Approval of Memorandums of Understanding for 2018-19 with Member Districts

The Board will consider approving MOU's between TVROP, Dublin, Livermore Valley Joint and Pleasanton Unified School Districts for shared services with costs reimbursable to TVROP and member districts respectively.

7.5 Approval of Memorandums of Understanding with Livermore Valley Joint Unified School District for Services during 2018-2019

As part of the Consent Calendar, approve the MOU with Livermore Valley Joint Unified School District (LVJUSD) for the 2018 – 2019 school year providing Business Services, Maintenance and Custodial Services.

7.6 Approval of CCPT TEC Grant Contractors Agreements

As part of the Consent Calendar, approve the Agreements with Gayle Larson to provide Grant Management and Lisa McNaney to provide Work-Based Learning Services for the 2018 – 2019 school year.

7.7 Authorization to Surplus Equipment

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

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 Proposed Budget Adoption for 2018 – 2019 – action

Following the mandated Public Hearing on the 2018-19 budget, it is appropriate for the Board to consider approval.

9.2 Approval of Master Schedule for 2018 – 2019 – action

Staff will provide a schedule of courses for 2018 – 2019.

9.3 Approval of Personnel Document #061318 - 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.

9.4 Approval of New or Updated Course Outlines - 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. CORRESPONDENCE

- Alameda County Office of Education, 2017-18 Second Interim Approval

11. SUPERINTENDENT'S REPORT

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

12. BOARD MEMBER REPORTS

Board members may wish to report on their recent activities.

13. ANNOUNCEMENTS

- The next Regular Meeting of the Joint Powers Governing Board is scheduled for Wednesday, August 22, 2018.

14. ADJOURNMENT

JD/as



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
June 13, 2018

CONSENT CALENDAR – MOTION – 7.1

AGENDA ITEM:

7.1 – Approval of Minutes from the Regular Board Meeting of May 2, 2018

RECOMMENDED ACTION:

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

BACKGROUND:

The minutes from the Regular Board Meeting of May 2, 2018 are presented for Board Approval.

FISCAL IMPACT:

None

SUPPORTING DOCUMENTS:

- Regular Board Meeting Minutes of May 2, 2018



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 Minutes of May 2, 2018**

1. CALL TO ORDER / ROLL CALL – 5:00 p.m.

Meeting called to order at 5:05 p.m.

Dan Cunningham, Chairperson

Valerie Arkin, Vice Chairperson

Chuck Rogge, Trustee, arrived at 5:15 p.m.

Julie Duncan, Secretary to the Board

2. PUBLIC COMMENT on posted closed session items only

None

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

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

3.2 Public Employee Performance Evaluation

Title: Superintendent

4. RECONVENE IN OPEN SESSION – 6:00 p.m.

4.1 Flag Salute - Pledge of Allegiance

4.2 Approval of the Agenda

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Arkin	Rogge	3	0	0	0

4.3 Announcement of Any Reportable Action Taken in Closed Session

None

5. PUBLIC COMMENT

None

6. RECOGNITIONS

6.1 Recognition of Kelly Mogliefsky, TVROP Teacher of the Year

Superintendent Duncan introduced Kelly Mogliefsky and reported that there are 19 teachers competing throughout the Alameda County School Districts. Kelly has a real chance of winning this year. Superintendent Duncan introduced Amy Brown, Middle College Coordinator.

Ms. Brown spoke of Ms. Mogliefsky's devotion to students and read a letter from a 2017 graduate.

Superintendent Duncan presented M^{rs.} Mogliefsky with a certificate from TVROP.

Ms. Mogliefsky thanked the Middle College staff, TVROP staff and Board for the award and for the chance to work with the amazing students at Middle College.

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

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Arkin	Rogge	3	0	0	0

Item 7.3 was deferred at the request of Vice Chairperson Arkin for more information.

7.1 Approval of Minutes from the Regular Board Meeting of March 7, 2018

The Board will consider approving minutes from the March 7, 2018 Board Meeting.

7.2 Approval of Bill and Salary Reports – March 1 – April 30, 2018

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

7.4 Approval of MOU with PUSD for Middle College Coordinator

As part of the Consent Calendar, approve the MOU with Pleasanton Unified School District (PUSD) for the 2018 – 2019 school year.

8. DEFERRED CONSENT ITEMS

7.3 Approval of Purchase Order Summary – March 1 – April 30, 2018

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

Ms. Arkin asked about the Disneyland tickets purchased for Foothill DECA and why it was classified under Object code 4300-supply and not 5200-travel and conference.

Superintendent Duncan explained why TVROP purchased and how the item is reimbursed by the Foothill DECA ASB account.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Arkin	Rogge	3	0	0	0

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 Course Offerings for 2018 – 2019 – information

Superintendent Duncan explained scheduling and enrollment for 2018 – 2019 and the amount of organization it takes to build the TVROP Master Schedule working with five different school schedules. The travel for some students creates scheduling challenges at the home schools.

A draft schedule was distributed and the official schedule will be completed and presented for approval at the next meeting.

9.2 Approval of Personnel Document #050218 - 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>
Rogge	Arkin	3	0	0	0

10. SUPERINTENDENT'S REPORT

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

- Distributed the Independent Newspaper article on Dinner with a Scientist
- Attended TOP Facilitator Workshop and is now certified to act as an official TOP Facilitator for County and State meetings
- TVROP has student ambassadors attend all our meetings and we have more enrollments than ever before. There are 120 students in Medical Occupations and Nursing out of 300 applications. There are detailed decisions that go into selection. Seniors that applied as juniors, that did not get in, are given priority. Students must attend orientation and must have good attendance. Students that do not get into either Nursing or Medical Occupations are referred to Intro to Health Occupations or Sports Medicine. We are constantly working to find new placements as sites are limited
- The TVROP Middle College program was modeled after the Delta Colleges program. Interview panels consisted of a school administrator, a counselor, and Middle College/ROP staff. Grades, discipline, attendance, no credit deficiency, and an interview was conducted for each selected applicant. The program will have 140 students total for next year and all are registered and ready to go.
- AB1743 is currently being revamped
- Mid-year audit meeting is tomorrow, May 3rd
- Attending the Innovation Tri-Valley Education Committee, hosted Kelly Bowers
- One of our Developmental Psychology of Children instructors, Fabiola Salceda presented at a Junction K-8 meeting
- Fred Rutledge's Retirement party was March 29th
- Friday, May 4th, is the Year-End TEC Meeting showcasing the quad-district collaboration and we will be honoring Mark Tarte and Dave Lang, and Catharine Baker will present certificates
- Middle College Graduation invitations have been distributed by both electronic and hand-delivered hard copies

11. BOARD MEMBER REPORTS

None

12. ANNOUNCEMENTS

- The next Regular Meeting of the Joint Powers Governing Board is scheduled for Wednesday, June 20, 2018.

Vice Chairperson Arkin and Trustee Rogge will be out of town on June 20th. Next meeting proposed date will be June 13, 2018.

13. ADJOURNMENT

There being no further business, Chairperson Cunningham called for a motion to adjourn the meeting at 6:48 p.m.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Rogge	Arkin	3	0	0	0

Original Signed

Submitted,

Julie Duncan
Secretary to the Board

*Approved and entered into the proceedings
of the Board this 13th day of June, 2018.*

Daniel Cunningham, Board Chairperson

DC:JD:as



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
 JOINT POWERS GOVERNING BOARD MEETING
 June 13, 2018

CONSENT CALENDAR – MOTION – 7.2

AGENDA ITEM:

7.2 – Approval of Bill and Salary Reports –May 2018

RECOMMENDED ACTION:

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

BACKGROUND:

Bill and salary warrants are presented to the Board for ratification under the Consent Calendar at each regular JPGB meeting. The attached list of bill and salary warrants shows payment of the District’s operating and salary expenditures. All of the warrants have been approved by the Alameda County Office of Education.

FISCAL IMPACT:

Operating expenditures were \$128,287.67 and payroll related expenditures were \$259,832.78

SUPPORTING DOCUMENTS:

- Warrant – Disbursements Chart

WARRANT – DISBURSEMENTS	May 2018	TOTAL FOR PERIOD
PAYROLL RELATED	\$259,832.78	\$259,832.78
BOOKS/SUPPLIES	\$48,212.86	\$48,212.86
SERVICES	\$80,074.81	\$80,074.81
TOTAL	\$388,120.45	\$388,120.45

- Transaction Listing May 2018

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	173,808.68	0.00	173,808.68
** Total	2000	By Major Object	(1)	DR-CR	41,834.05	0.00	41,834.05
** Total	3000	By Major Object	(1)	DR-CR	44,892.28	702.23	44,190.05
** Total	4000	By Major Object	(1)	DR-CR	48,212.86	0.00	48,212.86
** Total	5000	By Major Object	(1)	DR-CR	80,074.81	0.00	80,074.81
		** G R A N D T O T A L **		DR-CR	388,822.68	702.23	388,120.45



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
June 13, 2018

CONSENT CALENDAR – MOTION – 7.3

AGENDA ITEM:

7.3 – Approval of Purchase Order Summary – May 2018

RECOMMENDED ACTION:

As part of the Consent Calendar, approve the Purchase Orders Descriptive Summary, 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 \$32,640.79

- May 2018, \$32,640.79

SUPPORTING DOCUMENTS:

- Purchase Order Descriptive Summary, May 1 – 31, 2018

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>
R18304	SCANTRON CORPORATION	PEREIRA/HUNKEN/TVROP	Materials & Supplies	05/02/2018	53.53
R18305	ALFABETO, BETH	RUTLEDGE/HUNKEN/TVROP	Materials & Supplies	05/02/2018	234.27
R18306	LILJA, MARIANNE	RUTLEDGE/HUNKEN/TVROP	Materials & Supplies	05/02/2018	155.00
R18307	OFFICE DEPOT	RAY/HUNKEN/TVROP	Materials & Supplies	05/02/2018	380.00
R18308	MOUSER ELECTRONICS	WOODWORTH/HUNKEN/TVROP	Materials & Supplies	05/02/2018	260.41
R18309	MONICA, LYNN MARIE	RUTLEDGE/HUNKEN/TVROP	Contracted Services	05/22/2018	3,500.00
R18310	QES COMPUTERS	RUTLEDGE/HUNKEN/TVROP	Technology Supplies	05/22/2018	10,737.09
R18311	PLEASANTON UNIFIED SCHOOL DIST	RUTLEDGE/HUNKEN/TVROP	Contracted Services	05/22/2018	6,555.00
R18312	METROPOLITAN EDUCATION DISTRICT	DUNCAN/HUNKEN/TVROP	Contracted Services	05/22/2018	3,750.00
R18313	AMERICAN AIRLINES	DENHARTOG/HUNKEN/TVROP	Travel & Conferences	05/22/2018	564.40
R18314	CALIF DECA	DENHARTOG/HUNKEN/TVROP	Travel & Conferences	05/22/2018	846.69
R18315	LIVERMORE PLEASANTON FIRE DEPT	DUNCAN/HUNKEN/TVROP	Fees & Assessments	05/22/2018	1,091.95
R18316	AMERICAN AIRLINES	RUTLEDGE/HUNKEN/TVROP	Travel & Conferences	05/22/2018	275.09
R18317	DELTA AIRLINES	RUTLEDGE/HUNKEN/TVROP	Travel & Conferences	05/22/2018	337.36
R18318	ALLIANCE WELDING SUPPLIES INC	SPALASSO/HUNKEN/TVROP	Materials & Supplies	05/22/2018	750.00
R18319	MCMASTER-CARR SUPPLY CO	SPALASSO/HUNKEN/TVROP	Materials & Supplies	05/22/2018	350.00
R18320	RYERSON INC	SPALASSO/HUNKEN/TVROP	Materials & Supplies	05/22/2018	2,800.00
				Grand Total:	<u>32,640.79</u>



CONSENT CALENDAR MOTION – 7.4

AGENDA ITEM:

7.4 – Approval of Memorandums of Understanding for 2018-19 with Member Districts

RECOMMENDED ACTION:

As part of the Consent Calendar, approve MOUs with Dublin Unified School District (DUSD), Livermore Valley Joint Unified School District (LVJUSD), and Pleasanton Unified School District (PUSD) for shared services for the 2018-19 school year. MOUs between TVROP and DUSD, LVJUSD, and PUSD to provide for TVROP employees to deliver services for these respective member districts with costs reimbursable to TVROP or, in some circumstances, TVROP will fund a regional CTE pathway course reimbursing member districts for specific sections and instructors. All instructors must have appropriate CTE Credential in the subject stated below for reimbursement.

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

Kimberly Connors, Instructor (DHS Intro Health)	.20 FTE funded by DUSD
Leann Nobida, College and Career Specialist (DHS)	.50 FTE funded by DUSD
Dawn Pavon, Instructor (LHS CTE)	.0833 FTE funded by LVJUSD
Danielle Watson, College and Career Specialist (GHS)	.50 FTE funded by LVJUSD
Ed Woodworth, Instructor (LHS Rob, Mach Tool, Elec.)	.50 FTE funded by LVJUSD

The position and FTE funded by TVROP are as follows:

Dave Uken, DHS Instructor (CIM)	.20 FTE funded by TVROP
Eugene Chou, DHS Instructor (Engineering)	.20 FTE funded by TVROP
Karen Fletcher, LHS Instructor (Civil Eng./Arch.)	.33 FTE funded by TVROP
Tom Curl, LHS Instructor (IT Essentials)	.1667 FTE funded by TVROP
Robyn Fewster, AVHS Instructor (AP Env. Sci.)	.20 FTE funded by TVROP
Tony Dennis, AVHS Instructor (Dig. Elec.)	.20 FTE funded by TVROP
Josh Hill, FHS Instructor (Biomed)	.20 FTE funded by TVROP
Ross Kassebaum, FHS Instructor (Culinary)	.20 FTE funded by TVROP
Chris Jones, FHS Instructor (AP Env. Sci.)	.20 FTE funded by TVROP
Beth Jin, Village (Work Experience)	.20 FTE funded by TVROP
Contract with PUSD for Christine Capitani	1.018 FTE funded by TVROP

BACKGROUND:

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

FISCAL IMPACT:

Estimated Cost billed back to member districts – \$ 148,602.70

Estimated Cost billed back to TVROP – \$362,496.76

SUPPORTING DOCUMENTS:

- Memorandums of Understanding (7)
- Contract with PUSD (1)

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Dublin Unified School District

June 13, 2018

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Dublin Unified School District in regard to a teaching contract for Kimberly Connors for the 2018-2019 school year. This contract is for classes taught for and on the Dublin High School campus.

- .20 FTE Instructor – Introduction to Health Careers – one section.
- DUSD will pay .20 FTE of Kimberly Connors’s teaching contract for the 2018-2019 school year upon receipt of invoice.
- The estimated total cost, including statutory benefits, is not to exceed \$17,458 for the 2018-2019 school year.
- Sub costs for DHS, if incurred, will be additionally invoiced.

Payments due from DUSD to Tri-Valley ROP will be invoiced bi-monthly, with the final invoice by June 30, 2019.

SIGNATURES OF AGREEMENT:

Joe Sorrera, Asst. Superintendent
Business Services
Dublin Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Dublin Unified School District

June 13, 2018

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Dublin Unified School District in regard to Career Education Center services at Dublin High School performed by Leann Nobida for the 2018-2019 school year.

- DUSD will pay .50 FTE of Leann Nobida's salary and benefits for the 2018-2019 school year upon receipt of invoice.
- Tri-Valley ROP will pay .50 FTE of Leann Nobida's salary and benefits for the 2018-2019 school year.
- The estimated total cost, including statutory benefits, is \$71,173 for the 2018-2019 school year.
- DUSD's estimated total cost shall not exceed \$35,587.
- DUSD additionally agrees to fund, not to exceed, 60 hours of Dublin High School overtime services not to exceed \$3,000 in salary and statutory benefits.

Payments due from DUSD to Tri-Valley ROP will be invoiced bi-monthly, with the final invoice by June 30, 2019.

SIGNATURES OF AGREEMENT:

Joe Sorrera, Asst. Superintendent
Business Services
Dublin Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Livermore Valley Joint Unified School District

June 13, 2018

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Livermore Valley Joint Unified School District in regard to a teaching contract for Dawn Pavon for the 2018-2019 school year. This contract is for non-ROP classes taught for and on the Livermore High School campus.

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

Length of Contract: One Trimester - (March 11, 2019 to and including June 6, 2019)

- LVJUSD will pay .25 FTE of Dawn Pavon’s teaching contract for one trimester for the 2018-2019 school year upon receipt of invoice.
- The estimated total cost, including statutory benefits, is not to exceed \$7,192.57 for the 2018-2019 school year.
- Sub costs for LHS, if incurred, will be additionally invoiced.

Payments due to Tri-Valley ROP from LVJUSD will be invoiced by June 30, 2019.

SIGNATURES OF AGREEMENT:

Susan Kinder, Asst. Supt. Business Services
Livermore Valley Joint Unified School District

Date: _____

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Livermore Valley Joint Unified School District

June 13, 2018

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Livermore Valley Joint Unified School District in regard to Career Education Center services at Granada High School performed by Danielle Watson for the 2018-2019 school year.

- LVJUSD will pay .50 FTE of Danielle Mintz Watson’s salary and benefits for the 2018-2019 school year upon receipt of invoice.
- Tri-Valley ROP will pay .50 FTE of Danielle Mintz Watson’s salary and benefits for the 2018-2019 school year.
- The estimated total cost, including statutory benefits, is \$75,401 for the 2018-2019 school year.
- LVJUSD’s estimated total cost shall not exceed \$37,700.
- LVJUSD additionally agrees to fund, not to exceed, 60 hours of Granada High School overtime services not to exceed \$3,000 in salary and statutory benefits.

Payments due from LVJUSD to Tri-Valley ROP will be invoiced bi-monthly, with the final invoice by June 30, 2019.

SIGNATURES OF AGREEMENT:

Susan Kinder, Asst. Supt. Business Services
Livermore Valley Joint Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Livermore Valley Joint Unified School District

June 13, 2018

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Livermore Valley Joint Unified School District in regard to a teaching contract for Edward Woodworth for the 2018-2019 school year. This contract is for non-ROP classes on the Livermore High School campus.

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

Length of Contract: 180 days (August 20, 2018 to and including June 6, 2019)

- LVJUSD will pay .50 FTE of Edward Woodworth’s teaching contract for the 2018-2019 school year upon receipt of invoice.
- The estimated cost, including statutory benefits, is not to exceed \$44,665.13 for the 2018-2019 school year.
- Sub costs for LHS, if incurred, will be additionally invoiced.

Payments due to Tri-Valley ROP from LVJUSD will be invoiced bi-monthly, with the final invoice by June 30, 2019.

SIGNATURES OF AGREEMENT:

Susan Kinder, Asst. Supt. Business Services
Livermore Valley Joint Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Dublin Unified School District

June 13, 2018

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Dublin Unified School District in regard to a joint teaching contract for two career pathway instructors. All instructors must have appropriate CTE Credential in the subject stated below for reimbursement. Dave Uken, Instructor for Computer Integrated Manufacturing, and Eugene Chou, Instructor for Principles of Engineering, for the 2018-2019 school year.

- Tri-Valley ROP will pay .20 FTE of Dave Uken’s teaching contract for the 2018-2019 school year, \$18,033.
- Tri-Valley ROP will pay .20 FTE of Eugene Chou’s teaching contract for the 2018-2019 school year, \$20,204.
- The **estimated** total cost to Tri-Valley ROP, including statutory benefits, is not to exceed \$38,237 for the 2018-2019 school year.

DUSD to invoice Tri-Valley ROP quarterly with final invoice by June 30, 2019.

SIGNATURES OF AGREEMENT:

Joe Sorrera, Asst. Superintendent
Business Services
Dublin Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Livermore Valley Joint Unified School District

June 13, 2018

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Livermore Valley Joint Unified School District in regard to a joint teaching contract for two career pathway instructors. All instructors must have appropriate CTE Credential in the subject stated below for reimbursement. Karen Fletcher, Instructor for Civil Engineering and Architecture, and Tom Curl, Instructor for IT Essentials/CCNA 1/Cyber Security (TEC), at Livermore High School for the 2018-2019 school year.

- Tri-Valley ROP will pay .33 FTE of Karen Fletcher (LHS) teaching contract for the 2017-2018 school year, \$36,581 .
- Tri-Valley ROP will pay .1667 FTE of Tom Curl's (LHS) teaching contract for the 2017-2018 school year, \$19,011.
- The **estimated** total cost to Tri-Valley ROP, including statutory benefits, is not to exceed \$55,592 for the 2018-2019 school year.

Payments due from Tri-Valley ROP to LVJUSD will be invoiced by June 30, 2019.

SIGNATURES OF AGREEMENT:

Susan Kinder, Asst. Supt. Business Services
Livermore Valley Jt. Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program
And
Pleasanton Unified School District
June 13, 2018

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Pleasanton Unified School District in regard to a joint teaching contract for six career pathway sections. All instructors must have appropriate CTE Credential in the subject stated below for reimbursement. Tony Dennis, AVHS Instructor for Digital Electronics, Josh Hill, Foothill High School Instructor for Principles of Biomedical Sciences, Robyn Fewster, AVHS Instructor for AP Environmental Science, Chris Jones, Foothill High School for AP Environmental Science, Ross Kassebaum, Foothill High School for Culinary Arts, and Beth Jin, Village High School Work Experience.

- Tri-Valley ROP will pay .20 FTE of Tony Dennis (AVHS) teaching contract for the 2018-2019 school year, \$24,224.16.
- Tri-Valley ROP will pay .20 FTE of Josh Hill's (FHS) teaching contract for the 2018-2019 school year, \$24,584.15.
- Tri-Valley ROP will pay .20 FTE of Robyn Fewster (AVHS) teaching contract for the 2018-2019 school year, \$26,228.83.
- Tri-Valley ROP will pay .20 FTE of Chris Jones (FHS) teaching contract for the 2018-2019 school year, \$26,228.83.
- Tri-Valley ROP will pay .20 FTE of Ross Kassebaum (FHS) teaching contract for the 2018-2019 school year, \$14,867.44.
- Tri-Valley ROP will pay .20 FTE of Beth Jin (VHS) teaching contract for the 2018-2019 school year, not to exceed \$19,821.35.
- The estimated total cost to Tri-Valley ROP for all sections listed above, including statutory benefits, is not to exceed \$135,954.76 for the 2018-2019 school year.

PUSD will invoice TVROP quarterly with the final invoice by June 30, 2019.

SIGNATURES OF AGREEMENT:

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

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
June 13, 2018

CONSENT CALENDAR- MOTION – 7.5

AGENDA ITEM:

7.5 – Approval of Memorandum of Understandings (MOUs) with the Livermore Valley Joint Unified School District for Services during 2018-2019.

RECOMMENDED ACTION:

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

BACKGROUND:

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

FISCAL IMPACT:

Estimated annually at \$139,608

Business Services, budget, accounting, purchasing and payroll– estimated at \$ 124,937 annually

Custodial Services for District Office/Mocho Site - estimated at \$5,100 annually

Custodial Services for Auto Shop at Livermore High School - estimated at \$9,571 annually

SUPPORTING DOCUMENTS:

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

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program
And
Livermore Valley Joint Unified School District
June 13, 2018

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program (TVROP) and Livermore Valley Joint Unified School District (LVJUSD) in regard to a joint contract for budget, accounting, purchasing and payroll services for the 2018-2019 school year.

TVROP will pay LVJUSD an **estimated** \$87,874 for services as follows:

- Maintain and update the ROP budget on the Escape system with the coordination of TVROP staff.
- Process purchase orders and issue account payable warrants.
- Issue invoices as necessary and receipt payments and apportionments.
- Ensure that STRs, PERs, and payroll taxes are paid timely.
- Prepare First, Second and Third Interim Reports if and when necessary and present to the Board and interested parties.
- Maintain a three year budget projection.
- Close the 2017-18 books, determine receivables, payables, deferrals and ending balance in the SACS software.
- Maintain a current cash flow.
- Work with contracted auditors and present the 2017-18 audit to the Board once completed.

The TVROP will also pay an **estimated** \$37,063 for 20 hours per week of in-house contracted services. Total cost for the above services **estimated** at \$124,937 annually.

Payment from Tri-Valley ROP will be paid upon invoice by December 31, 2018 for half of the contract \$62,468.50 and the remainder \$62,468.50 to be invoiced May 31, 2019.

SIGNATURES OF AGREEMENT:

Susan Kinder, Asst. Supt. Business Services
Livermore Valley Joint Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Livermore Valley Joint Unified School District

June 13, 2018

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Livermore Valley Joint Unified School District in regard to a joint contract for custodial and maintenance services for the administration building located at Arroyo Mocho Elementary School for the 2018-2019 school year.

- LVJUSD will provide custodial and maintenance services for the administration building offices, restrooms, break room, workroom and main office lobby area.
- Daily services will include emptying waste containers and replenishment of dispensers for paper and soap supplies and disinfect toilets and sinks.
- Weekly service includes cleaning floor surfaces: vacuuming carpet, sweep and mop floor tile, fixtures and mirrors. Spot clean floors, doors and walls and dust.
- Annual services will include shampoo of carpet, strip and wax floor tile and window cleaning inside and out.
- The total cost for the above custodial services and supplies will be estimated at \$425 per month.
- Maintenance repairs will be billed for time and materials as needed.

Payment from Tri-Valley ROP will be made biannually with \$2,550 due on December 1, 2018 and \$2,550 due on May 31, 2019.

SIGNATURES OF AGREEMENT:

Susan Kinder, Asst. Supt. Business Services
Livermore Valley Joint Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Livermore Valley Joint Unified School District

June 13, 2018

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Livermore Valley Joint Unified School District in regard to a joint contract for custodial maintenance services for the Auto Shop located at Livermore High School for the 2018-2019 school year.

- LVJUSD will provide daily custodial maintenance services for the interior classroom, restrooms, locker room and office area.
- Daily services will include; cleaning floor surfaces (sweep & mop), clean and disinfect toilets, fixtures and sinks, empty waste containers, replenishment of dispensers, paper and soap supplies and waste containers and dispensers.
- Weekly services will include; dusting, white boards, pencil sharpeners, vacuuming, spot clean doors and walls and clean table tops.
- Annual services will include strip and wax of classroom floor tile and general summer cleaning.
- The total cost for services and supplies is \$9,571 for the 2018-2019 school year.

Payment from Tri-Valley ROP will be made by invoice dated December 31, 2018 for half of the contract (\$4,785.50) and the remainder (\$4,785.50) will be invoiced May 31, 2019.

SIGNATURES OF AGREEMENT:

Susan Kinder, Asst. Supt. Business Services
Livermore Valley Joint Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
JUNE 13, 2018

CONSENT CALENDAR MOTION – 7.6

AGENDA ITEM:

7.6 – Approval of CCPT TEC Grant Contractors Agreements

RECOMMENDED ACTION:

Approve the Contractor Agreements for the two CCPT TEC Contracts

BACKGROUND:

As a result of being awarded approximately \$5.9 million in CCPT grant funds, the TVROP Superintendent recommends to the Board that temporary contracts be reestablished to manage the complex grant coordination, reporting requirements and public outreach needed.

FISCAL IMPACT:

No change to the TVROP budget. The Contractors salaries are reimbursed from the CCPT TEC Grant

SUPPORTING DOCUMENTS:

- Contract for CCPT TEC Grant Coordinator – Gayle Larson
- Contract for CCPT TEC Grant Work-Based Learning Coordinator – Lisa McNaney

INDEPENDENT CONSULTANT AGREEMENT BETWEEN
TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM AND GAYLE LARSON
TEC CCPT Grant Coordinator

This independent consultant agreement for services (“agreement”) is entered into by and between the Superintendent of the Tri-Valley Regional Occupational Program (“TVROP”) and Gayle Larson (“Consultant”) (together, “the Parties”), to take effect on July 1, 2018.

WHEREAS, the TVROP is authorized by Government Code section 53060 to contract with and employ persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal or administrative matters, if those persons are specially trained, experienced and competent to perform special services required; and

WHEREAS, the TVROP is authorized by Public Contract Code section 20111 to contract with and employ persons for the furnishing of non-construction services, if the contract amount is no greater than the annually adjusted statutory limit; and

WHEREAS, the TVROP is in need of those special services and advice on a temporary, limited basis and the Consultant is specially trained, experienced and competent to perform the services required by the TVROP;

NOW, THEREFORE, the Parties agree as follows:

1. **Engagement.** Subject to the terms of this agreement, the TVROP engages the Consultant as an independent consultant to perform the services provided under this agreement. The Consultant accepts this engagement. The title of Consultant’s position shall be “TEC CCPT Grant Coordinator.”
2. **Services.** The Consultant shall provide grant coordination services to TVROP for the CCPT TEC Grant for the duration of the contract as Consultant. The TVROP retains discretion over what specific tasks will be performed and precisely how the Services will be accomplished. The TVROP retains the right to monitor, observe and provide feedback to Consultant regarding this performance of Services under this agreement.
3. **Term.** The term of this agreement is based upon a maximum of 744 hours, from July 1, 2018 through June 30, 2019. Once 744 hours has been invoiced, the contract shall terminate pursuant to its own terms.
4. **Compensation and Expenses.** The TVROP will compensate Consultant at an hourly rate of \$75 for each hour of work, not to exceed 40 hours in a week, and not to exceed 744 hours during the term of this contract. Consultant shall be available to address work requirements as needed. Parties agree Consultant’s schedule shall be flexible and specific hours of work shall be determined by Consultant and Director of College and Career Readiness or Superintendent. The TVROP shall also reimburse Consultant for reasonable, pre-approved expenses incurred while providing Services under this agreement. Consultant shall submit an invoice to the TVROP for Services, travel and/or conference reimbursement not later than the 10th day of each month for expenses incurred during the prior month.

5. **Termination.** The TVROP may terminate this agreement at any time by providing ten (10) business days advance written notice to Consultant of termination. However, the TVROP may terminate this agreement without prior notice to the Consultant if Consultant materially breaches any provision of this agreement, is convicted of any crime, fails or refuses to comply with the written policies or reasonable directive(s) of the TVROP, or is guilty of serious misconduct in connection with the performance of this agreement.

6. **Independent Consultant Status.** The Parties have entered into an independent consultant relationship by this agreement, and this agreement does not make the Consultant an employee, partner, agent of, or joint venturer with, the TVROP for any purpose or at any time now or in the future. The TVROP is not responsible for withholding taxes from any compensation paid to the Consultant under this agreement. Consultant shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes. The Consultant shall have no claim against the TVROP under this agreement for employee benefits of any kind, including but not limited to vacation pay, sick leave, retirement benefits, social security, workers compensation, health or disability benefits, and unemployment insurance benefits.

7. **Insurance.** Consultant to be covered by liability insurance related to services performed for the TVROP under this agreement through a policy purchased by Consultant.

8. **Work Product.** All work product of any kind whatsoever produced by, worked on, or in any way associated with the performance of services under this agreement, shall remain the sole and exclusive property of the TVROP.

9. **Assignment.** The Consultant shall not assign any of the Services under this agreement, or delegate performance of those Services, without the prior written approval of the TVROP Superintendent.

10. **Compliance with Laws.** Consultant shall observe and comply with all rules and regulations of the TVROP and its Board of Trustees, and all federal, state, and local laws, ordinances, and regulations.

11. **Indemnification.** Consultant and TVROP shall mutually indemnify and save harmless from all liabilities and claims for damages for death, sickness or injury to persons or property, including without limitation, all consequential damages and attorney fees, from any cause whatsoever arising from or connected with the operations or the Services of the Consultant. This indemnity shall not be limited by insurance requirements or by any other provision of this agreement.

12. **Other Requirements.** Consultant shall comply with requirements of Education Code Section 44691- 44691 and complete Mandated Reporter training within 45 days of accepting this contract.

13. **Limitation of TVROP Liability.** Other than as provided in this agreement, TVROP's financial obligations under this agreement shall be limited to the payment of

the compensation provided herein. Notwithstanding any other provision of this agreement, in no event shall TVROP be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this agreement.

14. **Confidentiality.** The Consultant shall maintain the confidentiality of all information received in the course of performing the Services as required under law and/or TVROP policies. This requirement shall extend beyond the termination of this Agreement.

15. **Entire Agreement.** This agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This agreement may be amended or modified only by a written instrument executed by the Parties. This agreement is not valid until signed by the TVROP Superintendent and Consultant.

16. **California Law.** This agreement shall be interpreted and enforced in accordance with the laws of the State of California. Any action or proceeding brought to enforce the terms and conditions of this agreement shall be maintained in Alameda County, California.

17. **Completion of Agreement.** This agreement may be executed in counterparts, and all counterparts together shall be construed as one document.

IN WITNESS WHEREOF, the Parties hereto have executed this agreement on the dates indicated below.

For: Tri-Valley ROP

For: GAYLE LARSON

Signature

Signature

Julie Duncan, Superintendent
Print Name & Title

Gayle Larson
Print Name

Date

Date

EXHIBIT A

Tri-Valley Educational Collaborative (TEC) California Career Pathways Trust (CCPT) Grant Coordinator

TITLE: TEC CCPT Grant Coordinator
CLASSIFICATION: Temporary Hourly Contractor
REPORTS TO: Superintendent or Superintendent Designee
LOCATION: TVROP District Office – Livermore, CA

SUMMARY:

Under the direction of the Tri-Valley Regional Occupational Program Superintendent or Designee, plan, organize, coordinate and direct the TEC CCPT grant(Tri-Valley Educational Collaborative, California Career Pathways Trust) operations and activities, providing vision and leadership for the development and strengthening of K-16 career pathways for TEC including educational outcomes; coordinate and direct communications, information, personnel and budgets to meet student needs and assure smooth and efficient programs and services. The coordinator will be responsible for convening and coordinating TEC CCPT Steering Committee and the Working Group and monitoring and enforcing adherence to the funded Work Plan. This person will also coordinate and be responsible for the Collaboration’s annual reporting to the California Department of Education. The CCPT grant is a two-year funded grant beginning in the 2015-2016 school year.

ESSENTIAL DUTIES AND RESPONSIBILITIES: *(Example of Duties)*

Disclaimer – This list is meant to be representative, not exhaustive. Some incumbents may not perform all the duties listed or may perform related duties as assigned.

- Plan, organize, coordinate and direct TEC CCPT operations and activities, providing vision and leadership for the development and strengthening of K-16 career pathways including educational and training programs and services to enhance learning, achievement and educational outcomes.
- Identify and coordinate the development and refinement of the following career pathways that lead to certificates and degrees in business and industry; Public Services/Legal, Networking and Software and Systems Development and provide opportunities for secondary teachers and college faculty to develop curriculum related to designated career pathways; negotiate agreements with participating schools and colleges to support articulation, concurrent/dual enrollment, and early admission to aligned pathway programs.
- Coordinate outreach to a variety of educational institutions and community organizations to promote activities of the grants; collaborate with college and high

school faculty and staff to encourage student participation in aligned career pathway programs; work collaboratively with College and Career Specialists to organize career exploration activities to support participation in aligned pathways; direct communications, information, personnel and budgets to meet student needs and assure smooth and efficient programs and services.

- Staff, convene and coordinate the major governing bodies of the TEC CCPT: the Steering Committee and the Work Group. These are comprised of representatives from three school districts, one community college and one ROP and numerous community and industry representatives.
- Assist in organizing and facilitating the work of pathway specific Faculty Action Teams/Instructional coaches.
- In coordination with LVJUSD Business Services, administer and oversee reports and contracts including but not limited to Product Vendors, Technical Assistance Providers, Workforce Intermediary Partners and Professional Development Providers funded with TEC CCPT grant funds.
- Facilitate and coordinate communication to and on behalf of the Collaboration with respect to websites, outreach, public relations and reporting.
- Develop relationships with local business and industry to identify skills and training needed in the identified career fields.
- Identify and coordinate professional development training; develop faculty externship opportunities to support career pathway development; ensure that high school teachers and counselors have appropriate information to guide student in obtaining education and training necessary for chosen careers.
- Participate in resource identification and joint fund development to sustain the work beyond the grant period; participate in preparation of other grant proposals; assist program partners in securing instructional and technology materials and equipment.
- Organize and manage the all data collection, upload, integration and reporting of student learning outcomes and other performance measures as specified.

MINIMUM QUALIFICATIONS:

Education

- Earned Bachelor's degree. All degrees must be from an accredited college or university.

Experience

- Five years of workforce and/or career pathway experience.

Minimum Requirement

- Possess an appropriate driver's license valid in the state of California for purpose of travelling to various schools and agencies.

Knowledge and Abilities

- Demonstrated skills related to project based learning, California Model Curriculum Standards, CTE curriculum development, and integrated curriculum.
- Knowledge of articulation practices between secondary education, community college, and four-year institutions.
- Ability to organize and implement project objectives.
- Comfortable with facilitating the implementation of complex hardware and software systems with IT support staff at multiply district sites.
- Ability to compile, analyze and apply appropriate labor market statistics related to project activities.
- Ability gather, synthesize, and analyze presentations and reports.
- Ability to speak effectively to large and small groups.
- Ability to establish and maintain effective relationships with students, staff, local business and educational community, and the general public.
- Experience utilizing a variety of computer software.

DESIRABLE QUALIFICATION:

- Earned Master's degree.
- Grant coordination experience.

NATURE OF ASSIGNMENT/COMPENSATION:

This is a temporary, hourly professional position and is employment at will. The hourly rate is \$75 per hour. This position is classified as a "professional expert" pursuant to Education Code Section 88003 and is not an academic assignment.

Access to a personal vehicle is required as position requires travel to the TVROP Member District sites, Las Positas Community College and California Department of Education offices or designated sites for CCPT required meetings. Mileage will be compensated per the Federal Mileage rate.

Approved By: Tri-Valley Regional Occupational Program, Joint Powers Governing Board
Approved Date: September 16, 2015

INDEPENDENT CONSULTANT AGREEMENT BETWEEN
TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM AND LISA MCNANEY
Work-Based Learning Coordinator

This independent consultant agreement for services (“agreement”) is entered into by and between the Superintendent of the Tri-Valley Regional Occupational Program (“TVROP”) and Lisa McNaney (“Consultant”) (together, “the Parties”), to take effect on July 1, 2018.

WHEREAS, the TVROP is authorized by Government Code section 53060 to contract with and employ persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal or administrative matters, if those persons are specially trained, experienced and competent to perform special services required; and

WHEREAS, the TVROP is authorized by Public Contract Code section 20111 to contract with and employ persons for the furnishing of non-construction services, if the contract amount is no greater than the annually adjusted statutory limit; and

WHEREAS, the TVROP is in need of those special services and advice on a temporary, limited basis and the Consultant is specially trained, experienced and competent to perform the services required by the TVROP;

NOW, THEREFORE, the Parties agree as follows:

1. **Engagement.** Subject to the terms of this agreement, the TVROP engages the Consultant as an independent consultant to perform the services provided under this agreement. The Consultant accepts this engagement. The title of Consultant’s position shall be “Work-Based Learning Coordinator.”
2. **Services.** The Consultant shall furnish to the TVROP the Work-Based Learning services as directed by Superintendent or designee and a general description or outline of the work to be performed by Consultant shall be mutually agreed upon. However, TVROP retains discretion over what specific tasks will be performed and precisely how the Services will be accomplished. The TVROP retains the right to monitor, observe and provide feedback to Consultant regarding this performance of Services under this agreement.
3. **Term.** The term of this agreement is based upon a maximum of 900 hours from July 1, 2018 through June 30, 2019. Once 900 hours has been invoiced, the contract shall terminate pursuant to its own terms.
4. **Compensation and Expenses.** The TVROP will compensate Consultant at an hourly rate of \$35 for each hour of work and not to exceed 900 hours during the term of this contract. Consultant shall be available to address work requirements as needed. Consultant shall typically provide Services at least four (4) days per week, but the Parties agree Consultant’s schedule shall be flexible and specific hours of work shall be determined by Consultant and Superintendent or designee. Approximate workload will equate to approximately 20 hours, not to 40 hours in one week, and not to exceed 900 hours during the term of this contract. Consultant shall submit an invoice to the TVROP for Services, travel and/or conference reimbursement not later than the 10th day of each month for expenses incurred during the prior month.
5. **Termination.** The TVROP may terminate this agreement at any time by providing ten (10) business days advance written notice to Consultant of termination. However, the TVROP may terminate this agreement without prior notice to the Consultant if Consultant materially breaches any provision of this agreement, is convicted of any crime, fails or refuses to comply with the written policies or reasonable directive(s) of the TVROP, or is guilty of serious misconduct in connection with the performance of this agreement.

6. **Independent Consultant Status.** The Parties have entered into an independent consultant relationship by this agreement, and this agreement does not make the Consultant an employee, partner, agent of, or joint venturer with, the TVROP for any purpose or at any time now or in the future. The TVROP is not responsible for withholding taxes from any compensation paid to the Consultant under this agreement. Consultant shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes. The Consultant shall have no claim against the TVROP under this agreement for employee benefits of any kind, including but not limited to vacation pay, sick leave, retirement benefits, social security, workers compensation, health or disability benefits, and unemployment insurance benefits.

7. **Insurance.** Consultant to be covered by liability insurance related to services performed for the TVROP under this agreement through a policy purchased by Consultant.

8. **Work Product.** All work product of any kind whatsoever produced by, worked on, or in any way associated with the performance of services under this agreement, shall remain the sole and exclusive property of the TVROP.

9. **Assignment.** The Consultant shall not assign any of the Services under this agreement, or delegate performance of those Services, without the prior written approval of the TVROP Superintendent.

10. **Compliance with Laws.** Consultant shall observe and comply with all rules and regulations of the TVROP and its Board of Trustees, and all federal, state, and local laws, ordinances, and regulations.

11. **Other Requirements.** Consultant shall comply with requirements of Education Code section 45125.1 regarding the submission of fingerprints to the California Department of Justice and the completion of a criminal background check. Consultant shall comply with requirements of Penal Code sections 11164 et seq. and complete Mandated Reporter training within 30 days of accepting this contract. Consultant shall maintain automobile insurance which meets the State legal requirements.

12. **Limitation of TVROP Liability.** Other than as provided in this agreement, TVROP's financial obligations under this agreement shall be limited to the payment of the compensation provided herein. Notwithstanding any other provision of this agreement, in no event shall TVROP be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this agreement.

13. **Confidentiality.** The Consultant shall maintain the confidentiality of all information received in the course of performing the Services as required under law and/or TVROP policies. This requirement shall extend beyond the termination of this Agreement.

14. **Entire Agreement.** This agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This agreement may be amended or modified only by a written instrument executed by the Parties. This agreement is not valid until signed by the TVROP Superintendent and Consultant.

15. **California Law.** This agreement shall be interpreted and enforced in accordance with the laws of the State of California. Any action or proceeding brought to enforce the terms and conditions of this agreement shall be maintained in Alameda County, California.

16. **Completion of Agreement.** This agreement may be executed in counterparts, and all counterparts together shall be construed as one document.

IN WITNESS WHEREOF, the Parties hereto have executed this agreement on the dates indicated below.

For: TVROP

For: LISA MCNANEY

Signature

Signature

Julie Duncan, Superintendent

Lisa McNaney

Print Name & Title

Print Name

Date

Date



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
June 13, 2018

CONSENT CALENDAR – MOTION – 7.7

AGENDA ITEM:

7.7 – Authorization to Surplus Equipment

RECOMMENDED ACTION:

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

BACKGROUND:

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

FISCAL IMPACT:

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

SUPPORTING DOCUMENTS:

- Surplus Property List

**Tri-Valley ROP Inventory Disposal List 2017-2018
June 2018**

ROP Tag # / Second Tag #	Service Tag #	Item Description	Room #	Teacher	Explanation for Disposal of Item
2893	GMPXNL	DELL OPTIPLEX 780	P3	Beyne	Not used - remove from classroom
43	N.A.	HEALTH - O - METER SCALE	P3	Beyne	Broken - remove from classroom
2891	GMP0PL1	DELL OPTIPLEX 780		SRJ	End of Life
513	G66T052	DELL OPTIPLEX 9020		SRJ	End of Life
2688	BDPX8P1	DELL OPTIPLEX 980		SRJ	End of Life
2689	BDPY8P1	DELL OPTIPLEX 980		SRJ	End of Life
2749	37200	ACER LAPTOP	P4	Salceda	End of Life
215	787200	ACER LAPTOP	218	Woodworth	End of Life
	9351Q	TOSHIBA 15"		SRJ	End of Life
	6798Q	TOSHIBA 15"		SRJ	End of Life
2747	9349Q	TOSHIBA 15"		SRJ	End of Life
2744	4E074769C	TOSHIBA 17"		SRJ	End of Life
	MXZ91700HR	SERVER HP PROLIGHT ML 310	DO		End of Life
	MXQ802077B	SERVER HP PROLIGHT ML 350	DO		End of Life



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
JUNE 13, 2018

ACTION ITEM – 9.1

ACTION ITEM:

9.1 – Proposed Budget Adoption for 2018 – 2019

RECOMMENDED ACTION:

Following the State mandated Public Hearing on the 2018 – 2019 proposed budget the Superintendent of TVROP recommends to the Joint Powers Governing Board to consider approval.

BACKGROUND:

Staff will present the proposed budget for 2018 – 2019. Upon approval by the Board, the budget will be submitted to the Alameda County Office of Education for review. A revised budget may be presented 45 days after the state passes its budget. Staff will make a recommendation at that time if changes should be required.

FISCAL IMPACT:

Projected Expenditures – \$5,590,790

SUPPORTING DOCUMENTS:

- Proposed Adopted Budget 2018-19 (Narrative)
- SB858 Reserve Level Disclosure Requirements
- Joint Powers Agency Certification
- Workers' Compensation Certification
- General Fund – Expenditures by Object
- General Fund – Expenditures by Function
- General Fund – Restricted Balance Detail
- Cashflow Worksheet
- General Fund – Multiyear Projections
- Joint Powers Agency (JPA) Criteria and Standards Review
- Technical Review Checks

Moved by:

Seconded by:

Passed by:

TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
PROPOSED ADOPTED BUDGET 2018-19

The Tri-Valley Regional Occupational Program's (TVROP) Budget for 2018-19 was developed through a collaborative process that involved the Board of Trustees, Superintendent, Livermore Valley Joint Unified School District's Director of Fiscal Services and other TVROP administrative staff.

REVENUE

Federal revenue is projected at zero for the 2018-19 Fiscal Year. TVROP is no longer eligible for the Carl Perkins grant due to the ending of the Santa Rita Jail Program.

State revenue was decreased by \$865,884 in 2018-19 for the CTEIG Incentive Grant. TVROP plans to transfer the funds to the member districts as it did in the prior year. The change from prior year is reflected in both the State revenue amount as well as the Other Outgo expenditure amount.

Local revenue for 2018-19 had an overall increase of approximately \$535,000. This is due a 4% increase in member district contributions as well as the increase of \$646,746 for the Middle College Program. However, local revenue was decreased by approximately \$227,000 due to reducing the funding from local bill backs as well as removing funding from local donations.

EXPENDITURES

\$5,590,790 is budgeted for projected expenditures in 2018-19. Salaries include a 0.5% step and column increase. CalSTRS and CalPERS employer rates both were increased approximately 2% in 2018-19, increasing benefit expenditures by almost \$47,000. During 2017-18, all three of the Member Districts approved funding for the Middle College Program. The Middle College Program is now projected as an ongoing program that includes two junior classes and two senior classes. In addition, as stated above the Other Outgo expenditures have been reduced by \$865,884 due to a reduction of the CETIG grant amount.

SUMMARY

Based on the 2018-19 Adopted Budget, TVROP will meet the required 5% reserve level of \$279,540 in 2018-19, with \$822,410 remaining unallocated. There is an additional \$20,827 remaining in restricted programs.

**SB 858 RESERVE LEVEL DISCLOSURE REQUIREMENTS
2018/19 ADOPTED BUDGET**

District Name: Tri-valley ROP

Year:	Minimum Reserve Level Required	
2018-19	279,540	5%
2019-20	219,373	5%
2020-21	223,459	5%

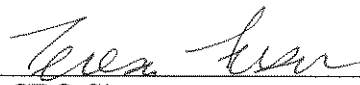
**Amount of Assigned & Unassigned Ending Fund Balance
Exceeding the Minimum Reserve in Each Year**

2018-19	Total Amount	\$ 822,410
2019-20	Total Amount	\$ 912,405
2020-21	Total Amount	\$ 1,010,485

Reasons for the Reserve is Over the Minimum Required

2018-19	To help fund TVROP programs and keep additional reserves in case of budget shortfall
2019-20	To help fund TVROP programs and keep additional reserves in case of budget shortfall
2020-21	To help fund TVROP programs and keep additional reserves in case of budget shortfall

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



CBO Signature

June 13, 2018
Date

Teresa Fiscus
Print Name

ANNUAL BUDGET REPORT:
July 1, 2018 Budget Adoption

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

Budget available for inspection at:

Public Hearing:

Place: 1040 Florence Road
Date: June 08, 2018

Place: 1040 Florence Road
Date: June 13, 2018
Time: 06:00 PM

Adoption Date: June 13, 2018

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

Contact person for additional information on the budget reports:

Name: Teresa Fiscus

Telephone: 925-606-3253

Title: Director of Fiscal Services

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

Criteria and Standards Review Summary

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

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

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

SUPPLEMENTAL INFORMATION			No	Yes
S1	Contingent Liabilities	Are there known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that may impact the budget?	X	
S2	Using One-time Revenues to Fund Ongoing Expenditures	Are there ongoing general fund expenditures in excess of one percent of the total general fund expenditures that are funded with one-time resources?	X	
S3	Using Ongoing Revenues to Fund One-time Expenditures	Are there large non-recurring general fund expenditures that are funded with ongoing general fund revenues?	X	
S4	Contingent Revenues	Are any projected revenues for the budget or two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?	X	
S5	Contributions	Have transfers to or from the general fund to cover operating deficits changed by more than the standard for the budget or two subsequent fiscal years?	X	
S6	Long-term Commitments	Does the JPA have long-term (multiyear) commitments or debt agreements?		X
		• If yes, have annual payments for the budget or two subsequent fiscal years increased over prior year's (2017-18) annual payment?	X	

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

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

ANNUAL CERTIFICATION REGARDING SELF-INSURED WORKERS' COMPENSATION CLAIMS

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

To the County Superintendent of Schools:

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

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

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

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

Date of Meeting: Jun 13, 2018

For additional information on this certification, please contact:

Name: Teresa Fiscus

Title: Director of Fiscal Services

Telephone: 925-606-3253

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

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	194,525.00	0.00	-100.0%
3) Other State Revenue		8300-8599	2,492,510.00	1,643,826.00	-34.0%
4) Other Local Revenue		8600-8799	3,399,955.00	3,935,087.00	15.7%
5) TOTAL REVENUES			6,086,990.00	5,578,913.00	-8.3%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	2,008,011.00	1,920,574.00	-4.4%
2) Classified Salaries		2000-2999	477,965.00	416,858.00	-12.8%
3) Employee Benefits		3000-3999	809,613.00	849,537.00	4.9%
4) Books and Supplies		4000-4999	559,045.00	227,834.00	-59.2%
5) Services and Other Operating Expenditures		5000-5999	1,036,185.00	877,161.00	-15.3%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	2,164,710.00	1,298,826.00	-40.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			7,055,529.00	5,590,790.00	-20.8%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(968,539.00)	(11,877.00)	-98.8%
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	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(968,539.00)	(11,877.00)	-98.8%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited					
		9791	2,123,192.36	1,154,653.36	-45.6%
b) Audit Adjustments					
		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)					
			2,123,192.36	1,154,653.36	-45.6%
d) Other Restatements					
		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)					
			2,123,192.36	1,154,653.36	-45.6%
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 Items					
		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					
		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	352,777.00	279,540.00	-20.8%
Unassigned/Unappropriated Amount					
		9790	761,049.64	822,409.64	8.1%

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			0.00		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			0.00		

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals	2018-19 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%
Career and Technical Education	3500-3599	8290	194,525.00	0.00	-100.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			194,525.00	0.00	-100.0%
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	2,164,710.00	1,298,826.00	-40.0%
Career Technical Education Incentive Grant Program	6387	8590	0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6695	8590	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	327,800.00	345,000.00	5.2%
TOTAL, OTHER STATE REVENUE			2,492,510.00	1,643,826.00	-34.0%
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	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	13,000.00	13,000.00	0.0%
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	436,776.00	229,579.00	-47.4%
Other Local Revenue					
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.0%
All Other Local Revenue		8699	64,831.00	45,000.00	-30.6%
Tuition		8710	0.00	0.00	0.0%
All Other Transfers In		8781-8783	2,885,348.00	3,647,508.00	26.4%
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			3,399,955.00	3,935,087.00	15.7%
TOTAL, REVENUES			6,086,990.00	5,578,913.00	-8.3%

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
CERTIFICATED SALARIES					
Certificated Teachers' Salaries		1100	1,530,672.00	1,434,081.00	-6.3%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	477,339.00	486,493.00	1.9%
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			2,008,011.00	1,920,574.00	-4.4%
CLASSIFIED SALARIES					
Classified Instructional Salaries		2100	0.00	0.00	0.0%
Classified Support Salaries		2200	249,967.00	199,298.00	-20.3%
Classified Supervisors' and Administrators' Salaries		2300	98,649.00	98,649.00	0.0%
Clerical, Technical and Office Salaries		2400	114,660.00	110,611.00	-3.5%
Other Classified Salaries		2900	14,689.00	8,300.00	-43.5%
TOTAL, CLASSIFIED SALARIES			477,965.00	416,858.00	-12.8%
EMPLOYEE BENEFITS					
STRS		3101-3102	572,899.00	617,172.00	7.7%
PERS		3201-3202	83,843.00	86,525.00	3.2%
OASDI/Medicare/Alternative		3301-3302	66,463.00	60,179.00	-9.5%
Health and Welfare Benefits		3401-3402	1,875.00	1,875.00	0.0%
Unemployment Insurance		3501-3502	1,241.00	1,135.00	-8.5%
Workers' Compensation		3601-3602	83,292.00	82,651.00	-0.8%
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			809,613.00	849,537.00	4.9%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	437,861.00	221,334.00	-49.5%
Noncapitalized Equipment		4400	121,184.00	6,500.00	-94.6%
Food		4700	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			559,045.00	227,834.00	-59.2%

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	47,921.00	49,475.00	3.2%
Dues and Memberships		5300	16,200.00	15,000.00	-7.4%
Insurance		5400-5450	25,000.00	16,000.00	-36.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	27,890.00	22,500.00	-19.3%
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	907,194.00	761,186.00	-16.1%
Communications		5900	11,980.00	13,000.00	8.5%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			1,036,185.00	877,161.00	-15.3%
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	2017-18 Estimated Actuals	2018-19 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	2,164,710.00	1,298,826.00	-40.0%
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)			2,164,710.00	1,298,826.00	-40.0%
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			7,055,529.00	5,590,790.00	-20.8%

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals	2018-19 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	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	194,525.00	0.00	-100.0%
3) Other State Revenue		8300-8599	2,492,510.00	1,643,826.00	-34.0%
4) Other Local Revenue		8600-8799	3,399,955.00	3,935,087.00	15.7%
5) TOTAL REVENUES			6,086,990.00	5,578,913.00	-8.3%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		2,296,616.00	2,156,776.00	-6.1%
2) Instruction - Related Services	2000-2999		990,963.00	885,908.00	-10.6%
3) Pupil Services	3000-3999		321,896.00	258,880.00	-19.6%
4) Ancillary Services	4000-4999		1,041,855.00	739,764.00	-29.0%
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		239,489.00	250,636.00	4.7%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	2,164,710.00	1,298,826.00	-40.0%
10) TOTAL EXPENDITURES			7,055,529.00	5,590,790.00	-20.8%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(968,539.00)	(11,877.00)	-98.8%
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	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(968,539.00)	(11,877.00)	-98.8%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	2,123,192.36	1,154,653.36	-45.6%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			2,123,192.36	1,154,653.36	-45.6%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			2,123,192.36	1,154,653.36	-45.6%
2) Ending Balance, June 30 (E + F1e)			1,154,653.36	1,142,776.36	-1.0%
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 Items		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 (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	352,777.00	279,540.00	-20.8%
Unassigned/Unappropriated Amount		9790	761,049.64	822,409.64	8.1%

Resource	Description	2017-18 Estimated Actuals	2018-19 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>

ESTIMATES THROUGH THE MONTH OF	Object	Beginning Balances (Ref: Only)	July	August	September	October	November	December	January	February
A. BEGINNING CASH	JUNE		1,154,653.36	1,305,180.36	1,261,603.36	1,218,026.36	1,219,440.36	1,220,863.36	1,222,286.36	1,223,709.36
B. RECEIPTS										
LCFF/Revenue Limit Sources										
Principal Apportionment	8010-8019									
Property Taxes	8020-8079									
Miscellaneous Funds	8080-8099									
Federal Revenue	8100-8299									
Other State Revenue	8300-8599	2,500.00	2,500.00	2,500.00	1,301,317.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
Other Local Revenue	8600-8799	327,923.00	327,923.00	327,923.00	327,923.00	327,923.00	327,923.00	327,923.00	327,923.00	327,923.00
Interfund Transfers In	8910-8929									
All Other Financing Sources	8930-8979									
TOTAL RECEIPTS		330,423.00	330,423.00	330,423.00	1,629,240.00	330,423.00	330,423.00	330,423.00	330,423.00	330,423.00
C. DISBURSEMENTS										
Certificated Salaries	1000-1999	47,000.00	168,000.00	168,000.00	168,000.00	168,000.00	168,000.00	168,000.00	168,000.00	168,000.00
Classified Salaries	2000-2999	18,500.00	36,000.00	36,000.00	36,000.00	36,000.00	36,000.00	36,000.00	36,000.00	36,000.00
Employee Benefits	3000-3999	16,396.00	47,000.00	47,000.00	47,000.00	47,000.00	47,000.00	47,000.00	47,000.00	47,000.00
Books and Supplies	4000-4999	25,000.00	50,000.00	50,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
Services	5000-5999	73,000.00	73,000.00	73,000.00	73,000.00	73,000.00	73,000.00	73,000.00	73,000.00	73,000.00
Capital Outlay	6000-6599									
Other Outgo	7000-7499				1,298,826.00					
Interfund Transfers Out	7600-7629									
All Other Financing Uses	7630-7699									
TOTAL DISBURSEMENTS		179,896.00	374,000.00	374,000.00	1,627,826.00	329,000.00	329,000.00	329,000.00	329,000.00	374,000.00
D. BALANCE SHEET ITEMS										
Assets and Deferred Outflows										
Cash Not in Treasury	9111-9199									
Accounts Receivable	9200-9299									
Due From Other Funds	9310									
Stores	9320									
Prepaid Expenditures	9330									
Other Current Assets	9340									
Deferred Outflows of Resources	9490									
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities and Deferred Inflows										
Accounts Payable	9500-9599									
Due To Other Funds	9610									
Current Loans	9640									
Unearned Revenues	9650									
Deferred Inflows of Resources	9690									
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Nonoperating										
Suspense Clearing	9910									
TOTAL BALANCE SHEET ITEMS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E. NET INCREASE/DECREASE (B - C + D)										
F. ENDING CASH (A + E)		1,305,180.36	1,261,603.36	1,218,026.36	1,219,440.36	1,220,863.36	1,222,286.36	1,223,709.36	1,223,709.36	1,223,709.36
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS										

ESTIMATES THROUGH THE MONTH OF	Object	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
A. BEGINNING CASH	JUNE								
B. RECEIPTS		1,180,132.36	1,176,555.36	1,172,978.36	1,174,401.36				
LCFF/Revenue Limit Sources									
Principal Apportionment	8010-8019							0.00	0.00
Property Taxes	8020-8079							0.00	0.00
Miscellaneous Funds	8080-8099							0.00	0.00
Federal Revenue	8100-8299							0.00	0.00
Other State Revenue	8300-8599	2,500.00	2,500.00	2,500.00	2,509.00		315,000.00	1,643,826.00	1,643,826.00
Other Local Revenue	8600-8799	327,923.00	327,923.00	327,923.00	327,934.00			3,935,087.00	3,935,087.00
Interfund Transfers In	8910-8929							0.00	0.00
All Other Financing Sources	8930-8979	330,423.00	330,423.00	330,423.00	330,443.00	0.00	315,000.00	5,578,913.00	5,578,913.00
TOTAL RECEIPTS		1,180,132.36	1,176,555.36	1,172,978.36	1,174,401.36				
C. DISBURSEMENTS									
Certificated Salaries	1000-1999	168,000.00	168,000.00	168,000.00	168,000.00	25,574.00		1,920,574.00	1,920,574.00
Classified Salaries	2000-2999	36,000.00	36,000.00	36,000.00	36,000.00	2,358.00		416,858.00	416,858.00
Employee Benefits	3000-3999	47,000.00	47,000.00	47,000.00	47,000.00	1,141.00	315,000.00	849,537.00	849,537.00
Books and Supplies	4000-4999	10,000.00	10,000.00	5,000.00	5,000.00	2,834.00		227,834.00	227,834.00
Services	5000-5999	73,000.00	73,000.00	73,000.00	73,000.00	1,161.00		877,161.00	877,161.00
Capital Outlay	6000-6599							0.00	0.00
Other Outgo	7000-7499							1,298,826.00	1,298,826.00
Interfund Transfers Out	7600-7629							0.00	0.00
All Other Financing Uses	7630-7699							0.00	0.00
TOTAL DISBURSEMENTS		334,000.00	334,000.00	329,000.00	329,000.00	33,068.00	315,000.00	5,590,790.00	5,590,790.00
D. BALANCE SHEET ITEMS									
Assets and Deferred Outflows									
Cash Not in Treasury	9111-9199							0.00	0.00
Accounts Receivable	9200-9299							0.00	0.00
Due From Other Funds	9310							0.00	0.00
Stores	9320							0.00	0.00
Prepaid Expenditures	9330							0.00	0.00
Other Current Assets	9340							0.00	0.00
Deferred Outflows of Resources	9490	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities and Deferred Inflows									
Accounts Payable	9500-9599							0.00	0.00
Due To Other Funds	9610							0.00	0.00
Current Loans	9640							0.00	0.00
Unearned Revenues	9650							0.00	0.00
Deferred Inflows of Resources	9690	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Nonoperating									
Suspense Clearing	9910							0.00	0.00
TOTAL BALANCE SHEET ITEMS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E. NET INCREASE/DECREASE (B - C + D)		(3,577.00)	(3,577.00)	1,423.00	1,443.00	(33,068.00)	0.00	(11,877.00)	(11,877.00)
F. ENDING CASH (A + E)		1,176,555.36	1,172,978.36	1,174,401.36	1,175,844.36				
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS								1,142,776.36	

Description	Object Codes	2018-19 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2019-20 Projection (C)	% Change (Cols. E-C/C) (D)	2020-21 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources						
2. Federal Revenues	8010-8099	0.00	0.00%	0.00	0.00%	0.00
3. Other State Revenues	8100-8299	1,643,826.00	-79.01%	345,000.00	0.00%	345,000.00
4. Other Local Revenues	8300-8599	3,935,087.00	3.49%	4,072,283.00	3.78%	4,226,338.00
5. Other Financing Sources						
a. Transfers In	8600-8799	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8900-8929	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8930-8979	0.00	0.00%	0.00	0.00%	0.00
6. Total (Sum lines A1 thru A5c)	8980-8999	5,578,913.00	-20.82%	4,417,283.00	3.49%	4,571,338.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				1,920,574.00		1,930,177.00
b. Step & Column Adjustment				9,603.00		9,651.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	1,920,574.00	0.50%	1,930,177.00	0.50%	1,939,828.00
2. Classified Salaries						
a. Base Salaries				416,858.00		418,942.00
b. Step & Column Adjustment				2,084.00		2,095.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	416,858.00	0.50%	418,942.00	0.50%	421,037.00
3. Employee Benefits	3000-3999	849,537.00	5.49%	896,212.00	3.69%	929,293.00
4. Books and Supplies	4000-4999	227,834.00	3.36%	235,489.00	3.23%	243,096.00
5. Services and Other Operating Expenditures	5000-5999	877,161.00	3.36%	906,634.00	3.23%	935,918.00
6. Capital Outlay	6000-6999	0.00	0.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	1,298,826.00	-100.00%	0.00	0.00%	0.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	0.00	0.00%	0.00	0.00%	0.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%	0.00	0.00%	0.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments (Explain in Section G below)						
11. Total (Sum lines B1 thru B10)						
		5,590,790.00	-21.52%	4,387,454.00	1.86%	4,469,172.00
C. NET INCREASE (DECREASE) IN FUND BALANCE						
(Line A6 minus line B11)						
		(11,877.00)		29,829.00		102,166.00
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01, line F1e)						
		1,154,653.36		1,142,776.36		1,172,605.36
2. Ending Fund Balance (Sum lines C and D1)						
		1,142,776.36		1,172,605.36		1,274,771.36
3. Components of Ending Fund Balance						
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
a. Nonspendable	9710-9719	20,000.00		20,000.00		20,000.00
b. Restricted	9740	20,826.72		20,827.00		20,827.00
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		0.00		0.00
d. Assigned	9780	0.00		0.00		0.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	279,540.00		219,373.00		223,459.00
2. Unassigned/Unappropriated	9790	822,409.64		912,405.36		1,010,485.36
f. Total Components of Ending Fund Balance						
(Line D3f must agree with line D2)						
		1,142,776.36		1,172,605.36		1,274,771.36

Description	Object Codes	2018-19 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2019-20 Projection (C)	% Change (Cols. E-C/C) (D)	2020-21 Projection (E)
E. AVAILABLE RESERVES						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	279,540.00		219,373.00		223,459.00
c. Unassigned/Unappropriated	9790	822,409.64		912,405.36		1,010,485.36
d. Negative Restricted Ending Balances (Negative resources 2000-9999) (Enter projections)	979Z			0.00		0.00
(Enter reserve projections in Columns C and E for subsequent years 1 and 2. - Column A is extracted.)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750			0.00		0.00
b. Reserve for Economic Uncertainties	9789			0.00		0.00
c. Unassigned/Unappropriated	9790			0.00		0.00
3. Total Available Reserves - by Amount (Sum lines E1a thru E2c)		1,101,949.64		1,131,778.36		1,233,944.36
4. Total Available Reserves - by Percent (Line E3 divided by Line F2)		19.71%		25.80%		27.61%
F. RECOMMENDED RESERVES						
1. JPA ADA						
Used to determine the reserve standard percentage level on Line F5 (Enter ADA for current and two subsequent years, if applicable)						
		0.00		0.00		0.00
2. Total Expenditures and Other Financing Uses (Line B11)		5,590,790.00		4,387,454.00		4,469,172.00
3. Less: Special Education Pass-through (Not applicable for JPAs)		N/A		N/A		N/A
4. Sub-Total (Line F2 minus F3)		5,590,790.00		4,387,454.00		4,469,172.00
5. Reserve Standard Percentage Level (Refer to Form 01CS, Criterion 10 for calculation details)		5%		5%		5%
6. Reserve Standard - By Percent (Line F4 times F5)		279,539.50		219,372.70		223,458.60
7. Reserve Standard - By Amount (Refer to Form 01CS, Criterion 10 for calculation details)		67,000.00		67,000.00		67,000.00
8. Reserve Standard (Greater of Line F6 or F7)		279,539.50		219,372.70		223,458.60
9. Available Reserves (Line E3) Meet the Reserve Standard (Line F8)		YES		YES		YES
G. ASSUMPTIONS						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						

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

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

CRITERIA AND STANDARDS

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

5. CRITERION: Salaries and Benefits

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

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

DATA ENTRY: All data are extracted or calculated.

Fiscal Year	Estimated/Unaudited Actuals		Ratio of Salaries and Benefits to Total Expenditures
	Salaries and Benefits (Form 01, Objects 1000-3999)	Total Expenditures (Form 01, Objects 1000-7499)	
Third Prior Year (2015-16)	3,985,213.18	5,397,623.63	73.8%
Second Prior Year (2016-17)	2,863,116.69	7,450,581.74	38.4%
First Prior Year (2017-18)	3,295,589.00	7,055,529.00	46.7%
	Historical Average Ratio:		53.0%

	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
JPA's Reserve Standard Percentage (Criterion 10B, Line 4):	5.0%	5.0%	5.0%
JPA's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the JPA's reserve standard percentage):	48.0% to 58.0%	48.0% to 58.0%	48.0% to 58.0%

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

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

Fiscal Year	Budget		Ratio of Salaries and Benefits to Total Expenditures	Status
	Salaries and Benefits (Form 01, Objects 1000-3999) (Form MYP, Lines B1-B3)	Total Expenditures (Form 01, Objects 1000-7499) (Form MYP, Lines B1-B8, B10)		
Budget Year (2018-19)	3,186,969.00	5,590,790.00	57.0%	Met
1st Subsequent Year (2019-20)	3,245,331.00	4,387,454.00	74.0%	Not Met
2nd Subsequent Year (2020-21)	3,290,168.00	4,469,172.00	73.6%	Not Met

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

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

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

Explanation:
(required if NOT met)

The CTE incentive grant has affected this percentage in 2016-17, 2017-18, and in 2018-19. In these years \$3.3 million, \$2.1 million, and \$1.3 million respectively have been recorded as other outgo expenses.

6. CRITERION: Other Revenues and Expenditures

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

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

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

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

	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
1. JPA's Change in Funding Level			
2. JPA's Other Revenues and Expenditures Standard Percentage Range (Line 1, plus/minus 10%):	-10.00% to 10.00%	-10.00% to 10.00%	-10.00% to 10.00%
3. JPA's Other Revenues and Expenditures Explanation Percentage Range (Line 1, plus/minus 5%):	-5.00% to 5.00%	-5.00% to 5.00%	-5.00% to 5.00%

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

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

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

Object Range / Fiscal Year	Amount	Percent Change Over Previous Year	Change Is Outside Explanation Range
Federal Revenue (Fund 01, Objects 8100-8299) (Form MYP, Line A2)			
First Prior Year (2017-18)	194,525.00		
Budget Year (2018-19)	0.00	-100.00%	Yes
1st Subsequent Year (2019-20)	0.00	0.00%	No
2nd Subsequent Year (2020-21)	0.00	0.00%	No

Explanation:
(required if yes)

The JPA will no longer receive funding for the Perkins program. This is due to the jail program ending.

Other State Revenue (Fund 01, Objects 8300-8599) (Form MYP, Line A3)			
First Prior Year (2017-18)	2,492,510.00		
Budget Year (2018-19)	1,643,826.00	-34.05%	Yes
1st Subsequent Year (2019-20)	345,000.00	-79.01%	Yes
2nd Subsequent Year (2020-21)	345,000.00	0.00%	No

Explanation:
(required if yes)

The CTE incentive grant has been reduced from \$2.1 million down to \$1.3 million based on the decrease in the State match.

Other Local Revenue (Fund 01, Objects 8600-8799) (Form MYP, Line A4)			
First Prior Year (2017-18)	3,399,955.00		
Budget Year (2018-19)	3,935,087.00	15.74%	Yes
1st Subsequent Year (2019-20)	4,072,283.00	3.49%	No
2nd Subsequent Year (2020-21)	4,226,338.00	3.78%	No

Explanation:
(required if yes)

Member contributions were increased by 4%. In addition, each District agreed to increase allocations for the Middle College Program. This was approved at a board meeting for each of the member districts. The increase for Middle College was a total of \$646,746.

Books and Supplies (Fund 01, Objects 4000-4999) (Form MYP, Line B4)			
First Prior Year (2017-18)	559,045.00		
Budget Year (2018-19)	227,834.00	-59.25%	Yes
1st Subsequent Year (2019-20)	235,489.00	3.36%	No
2nd Subsequent Year (2020-21)	243,096.00	3.23%	No

Explanation:
(required if yes)

The CalWorks Program, Carl Perkins, and Adult Programs have all ended and expenses related to these programs have been removed from the books.

Services and Other Operating Expenditures (Fund 01, Objects 5000-5999) (Form MYP, Line B5)

First Prior Year (2017-18)	1,036,185.00		
Budget Year (2018-19)	877,161.00	-15.35%	Yes
1st Subsequent Year (2019-20)	906,634.00	3.36%	No
2nd Subsequent Year (2020-21)	935,918.00	3.23%	No

Explanation:
(required if yes)

The CalWorks Program, Carl Perkins, and Adult Programs have all ended and expenses related to these programs have been removed from the books.

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

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	Amount	Percent Change Over Previous Year	Status
Total Federal, Other State, and Other Local Revenue (Section 6B)			
First Prior Year (2017-18)	6,086,990.00		
Budget Year (2018-19)	5,578,913.00	-8.35%	Met
1st Subsequent Year (2019-20)	4,417,283.00	-20.82%	Not Met
2nd Subsequent Year (2020-21)	4,571,338.00	3.49%	Met
Total Books and Supplies, and Services and Other Operating Expenditures (Section 6B)			
First Prior Year (2017-18)	1,595,230.00		
Budget Year (2018-19)	1,104,995.00	-30.73%	Not Met
1st Subsequent Year (2019-20)	1,142,123.00	3.36%	Met
2nd Subsequent Year (2020-21)	1,179,014.00	3.23%	Met

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

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

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

Explanation:
Federal Revenue
(linked from 6B
if NOT met)

The JPA will no longer receive funding for the Perkins program. This is due to the jail program ending.

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

The CTE incentive grant has been reduced from \$2.1 million down to \$1.3 million based on the decrease in the State match.

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

Member contributions were increased by 4%. In addition, each District agreed to increase allocations for the Middle College Program. This was approved at a board meeting for each of the member districts. The increase for Middle College was a total of \$646,746.

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

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

The CalWorks Program, Carl Perkins, and Adult Programs have all ended and expenses related to these programs have been removed from the books.

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

The CalWorks Program, Carl Perkins, and Adult Programs have all ended and expenses related to these programs have been removed from the books.

7. CRITERION: Facilities Maintenance

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

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

This criterion is not checked for JPAs

8. CRITERION: Deficit Spending

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

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

DATA ENTRY: All data are extracted or calculated.

	Third Prior Year (2015-16)	Second Prior Year (2016-17)	First Prior Year (2017-18)
1. JPA's Available Reserve Amounts			
a. Stabilization Arrangements (Funds 01 and 17, Object 9750)	0.00	0.00	0.00
b. Reserve for Economic Uncertainties (Funds 01 and 17, Object 9789)	269,881.00	372,529.09	352,777.00
c. Unassigned/Unappropriated (Funds 01 and 17, Object 9790)	1,436,480.02	1,709,836.55	761,049.64
d. Negative General Fund Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999)	0.00	0.00	0.00
e. Available Reserves (Lines 1a through 1d)	1,706,361.02	2,082,365.64	1,113,826.64
2. JPA's Total Expenditures and Other Financing Uses			
a. JPA's Total Expenditures and Other Financing Uses (Criterion 8B)	5,397,623.63	7,450,581.74	7,055,529.00
b. Plus: Special Education Pass-through Funds (Not applicable for JPAs)	N/A	N/A	N/A
c. Total Expenditures and Other Financing Uses (Line 2a plus Line 2b)	5,397,623.63	7,450,581.74	7,055,529.00
3. JPA's Available Reserve Percentage (Line 1e divided by Line 2c)	31.6%	27.9%	15.8%
JPA's Deficit Spending Standard Percentage Levels (Line 3 times 1/3):	10.5%	9.3%	5.3%

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

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

8B. Calculating the JPA's Deficit Spending Percentages

DATA ENTRY: All data are extracted or calculated.

Fiscal Year	Net Change in Fund Balance (Form 01, Section E)	Total Expenditures and Other Financing Uses (Form 01, Objects 1000-7999)	Deficit Spending Level (If Net Change in Fund Balance is negative, else N/A)	Status
Third Prior Year (2015-16)	(194,333.38)	5,397,623.63	3.6%	Met
Second Prior Year (2016-17)	394,031.34	7,450,581.74	N/A	Met
First Prior Year (2017-18)	(968,539.00)	7,055,529.00	13.7%	Not Met
Budget Year (2018-19) (Information only)	(11,877.00)	5,590,790.00		

8C. Comparison of JPA Deficit Spending to the Standard

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

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

Explanation:
(required if NOT met)

In 2017-18, the JPA was funding the pilot Middle College program directly from reserves. The member District's have all agreed to fund this program going forward. In addition, the JPA was working to spending down the final balance from the Adult Program in 2017-18.

9. CRITERION: Fund Balance

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

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

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

JPA ADA (Criterion 10):

JPA's Fund Balance Standard Percentage Level:

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

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

Fiscal Year	General Fund Beginning Balance ² (Form 01, Line F1e)		Beginning Fund Balance Variance Level (If overestimated, else N/A)	Status
	Original Budget	Estimated/Unaudited Actuals		
Third Prior Year (2015-16)	1,771,172.60	1,923,494.40	N/A	Met
Second Prior Year (2016-17)	1,449,467.40	1,729,161.02	N/A	Met
First Prior Year (2017-18)	1,717,760.02	2,123,192.36	N/A	Met
Budget Year (2018-19) (Information only)	1,154,653.36			

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

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

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

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

Explanation:
(required if NOT met)

10. CRITERION: Reserves

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

Percentage Level	JPA ADA	
5% or \$67,000 (greater of)	0	to 300
4% or \$67,000 (greater of)	301	to 1,000
3%	1,001	to 30,000
2%	30,001	to 400,000
1%	400,001	and over

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

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

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

	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
JPA ADA (Form MYP, Line F1, if available; else defaults to zero and may be overwritten):	0	0	0
JPA's Reserve Standard Percentage Level:	5%	5%	5%

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

Special education pass-through exclusions are not applicable for JPAs

10B. Calculating the JPA's Reserve Standard

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

	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
1. Total Expenditures and Other Financing Uses (Criterion 8B) (Form MYP, Line B11)	5,590,790.00	4,387,454.00	4,469,172.00
2. Less: Special Education Pass-through (Not applicable for JPAs)	N/A	N/A	N/A
3. Net Expenditures and Other Financing Uses (Line B1 minus Line B2)	5,590,790.00	4,387,454.00	4,469,172.00
4. Reserve Standard Percentage Level	5%	5%	5%
5. Reserve Standard - by Percent (Line B3 times Line B4)	279,539.50	219,372.70	223,458.60
6. Reserve Standard - by Amount (\$67,000 for JPAs with 0 to 1,000 ADA, else 0)	67,000.00	67,000.00	67,000.00
7. JPA's Reserve Standard (Greater of Line B5 or Line B6)	279,539.50	219,372.70	223,458.60

10C. Calculating the JPA's Budgeted Reserve Amount

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

Reserve Amounts	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
1. General Fund - Stabilization Arrangements (Fund 01, Object 9750) (Form MYP, Line E1a)	0.00	0.00	0.00
2. General Fund - Reserve for Economic Uncertainties (Fund 01, Object 9789) (Form MYP, Line E1b)	279,540.00	219,373.00	223,459.00
3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYP, Line E1c)	822,409.64	912,405.36	1,010,485.36
4. General Fund - Negative Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999) (Form MYP, Line E1d)	0.00	0.00	0.00
5. Special Reserve Fund - Stabilization Arrangements (Fund 17, Object 9750) (Form MYP, Line E2a)	0.00	0.00	0.00
6. Special Reserve Fund - Reserve for Economic Uncertainties (Fund 17, Object 9789) (Form MYP, Line E2b)	0.00	0.00	0.00
7. Special Reserve Fund - Unassigned/Unappropriated Amount (Fund 17, Object 9790) (Form MYP, Line E2c)	0.00	0.00	0.00
8. JPA's Budgeted Reserve Amount (Lines C1 thru C7)	1,101,949.64	1,131,778.36	1,233,944.36
9. JPA's Budgeted Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3)	19.71%	25.80%	27.61%
JPA's Reserve Standard (Section 10B, Line 7):	279,539.50	219,372.70	223,458.60
Status:	Met	Met	Met

10D. Comparison of JPA Reserve Amount to the Standard

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

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

Explanation:
(required if NOT met)

SUPPLEMENTAL INFORMATION

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

S1. Contingent Liabilities

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

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

S2. Use of One-time Revenues for Ongoing Expenditures

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

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

S3. Use of Ongoing Revenues for One-time Expenditures

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

1b. If Yes, identify the expenditures:

S4. Contingent Revenues

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

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

S5. Contributions

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

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

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

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

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

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

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

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

First Prior Year (2017-18)				
Budget Year (2018-19)	0.00	0.00	0.0%	Met
1st Subsequent Year (2019-20)	0.00	0.00	0.0%	Met
2nd Subsequent Year (2020-21)	0.00	0.00	0.0%	Met

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

First Prior Year (2017-18)				
Budget Year (2018-19)	0.00	0.00	0.0%	Met
1st Subsequent Year (2019-20)	0.00	0.00	0.0%	Met
2nd Subsequent Year (2020-21)	0.00	0.00	0.0%	Met

1d. **Impact of Capital Projects**

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

No

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

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

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

1a. This item is not applicable for JPAs.

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

Explanation:
(required if NOT met)

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

Explanation:
(required if NOT met)

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

Project Information:
(required if YES)

S6. Long-term Commitments

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

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

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

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

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

1. Does your JPA have long-term (multiyear) commitments?
(If No, skip item 2 and Sections S6B and S6C)

Yes

2. If Yes to item 1, list all new and existing multiyear commitments and required annual debt service amounts. Do not include long-term commitments for postemployment benefits other than pensions (OPEB); OPEB is disclosed in item S7A.

Type of Commitment	# of Years Remaining	SACS Fund and Object Codes Used For:		Principal Balance as of July 1, 2018
		Funding Sources (Revenues)	Debt Service (Expenditures)	
Capital Leases	1	General Fund	Fund 01	12,997
Certificates of Participation				
General Obligation Bonds				
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				5,676
Other Long-term Commitments (do not include OPEB)				
TOTAL:				18,673

Type of Commitment (continued)	First Prior Year (2017-18) Annual Payment (P & I)	Budget Year (2018-19) Annual Payment (P & I)	1st Subsequent Year (2019-20) Annual Payment (P & I)	2nd Subsequent Year (2020-21) Annual Payment (P & I)
Capital Leases				
Certificates of Participation				
General Obligation Bonds				
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				
Other Long-term Commitments (continued):				
Total Annual Payments:	0	0	0	0
Has total annual payment increased over prior year (2017-18)?	No	No	No	No

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

DATA ENTRY: Enter an explanation if Yes.

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

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

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

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

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

No

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

Explanation:
(required if Yes)

S7. Unfunded Liabilities

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

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

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

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

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

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

b. Do benefits continue past age 65?

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

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

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

	Self-Insurance Fund	Governmental Fund

4. OPEB Liabilities

a. Total OPEB liability

b. OPEB plan(s) fiduciary net position (if applicable)

c. Total/Net OPEB liability (Line 4a minus Line 4b)

d. Is total OPEB liability based on the JPA's estimate or an actuarial valuation?

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

5. OPEB Contributions

	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
a. OPEB actuarially determined contribution (ADC), if available, per actuarial valuation or Alternative Measurement Method			
b. OPEB amount contributed (for this purpose, include premiums paid to a self-insurance fund) (funds 01-70, objects 3701-3752)	0.00		
c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount)			
d. Number of retirees receiving OPEB benefits			

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

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

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

No

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

--

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

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

	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)

S8. Status of Labor Agreements

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

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

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

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

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

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

	Prior Year (2nd Interim) (2017-18)	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Number of certificated (non-management) full-time-equivalent (FTE) positions	18.3	17.3	17.3	17.3

Certificated (Non-management) Salary and Benefit Negotiations

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

n/a

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

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

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

If n/a, skip to Section S8B.

Negotiations Settled

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

[]

3. Period covered by the agreement:

Begin Date:

[]

End Date:

[]

4. Salary settlement:

Budget Year
(2018-19)

1st Subsequent Year
(2019-20)

2nd Subsequent Year
(2020-21)

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

--	--	--

One Year Agreement

Total cost of salary settlement

--	--	--

% change in salary schedule from prior year
or

[]

Multiyear Agreement

Total cost of salary settlement

--	--	--

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

--	--	--

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

Negotiations Not Settled

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

--

Budget Year
(2018-19)

1st Subsequent Year
(2019-20)

2nd Subsequent Year
(2020-21)

6. Amount included for any tentative salary schedule increases

--	--	--

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

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

Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)

Certificated (Non-management) Prior Year Settlements

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

--

Certificated (Non-management) Step and Column Adjustments

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

Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)

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

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

Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)

Certificated (Non-management) - Other

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

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

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

	Prior Year (2nd Interim) (2017-18)	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Number of classified (non-management) FTE positions	6.5	6.0	6.0	6.0

Classified (Non-management) Salary and Benefit Negotiations

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

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

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

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

If n/a, skip to Section S8C.

Negotiations Settled

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

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

4. Salary settlement:

	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Is the cost of salary settlement included in the budget and multiyear projections (MYPs)?	<input type="text"/>	<input type="text"/>	<input type="text"/>

One Year Agreement

	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Total cost of salary settlement	<input type="text"/>	<input type="text"/>	<input type="text"/>
% change in salary schedule from prior year	<input type="text"/>	<input type="text"/>	<input type="text"/>

or

Multiyear Agreement

	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Total cost of salary settlement	<input type="text"/>	<input type="text"/>	<input type="text"/>
% change in salary schedule from prior year (may enter text, such as "Reopener")	<input type="text"/>	<input type="text"/>	<input type="text"/>

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

Negotiations Not Settled

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

6. Amount included for any tentative salary schedule increases

	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
	<input type="text"/>	<input type="text"/>	<input type="text"/>

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

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

Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)

Classified (Non-management) Prior Year Settlements

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

Classified (Non-management) Step and Column Adjustments

1. Are step & column adjustments included in the budget and MYPs?
2. Cost of step & column adjustments
3. Percent change in step & column over prior year

Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)

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

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

Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)

Classified (Non-management) - Other

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

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

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

	Prior Year (2nd Interim) (2017-18)	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Number of management, supervisor, and confidential FTE positions	4.0	4.0	4.0	4.0

Management/Supervisor/Confidential Salary and Benefit Negotiations

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

n/a

If Yes, complete question 2.

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

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

Negotiations Settled

2. Salary settlement:

Budget Year
(2018-19)

1st Subsequent Year
(2019-20)

2nd Subsequent Year
(2020-21)

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

Total cost of salary settlement

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

Negotiations Not Settled

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

4. Amount included for any tentative salary schedule increases

Budget Year
(2018-19)

1st Subsequent Year
(2019-20)

2nd Subsequent Year
(2020-21)

--	--	--

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

Budget Year
(2018-19)

1st Subsequent Year
(2019-20)

2nd Subsequent Year
(2020-21)

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

Management/Supervisor/Confidential Step and Column Adjustments

Budget Year
(2018-19)

1st Subsequent Year
(2019-20)

2nd Subsequent Year
(2020-21)

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

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

Budget Year
(2018-19)

1st Subsequent Year
(2019-20)

2nd Subsequent Year
(2020-21)

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

S9. Local Control and Accountability Plan (LCAP)

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

This supplemental section is not checked for JPAs.

S10. LCAP Expenditures

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

This supplemental section is not checked for JPAs.

ADDITIONAL FISCAL INDICATORS

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

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

- A1. Do cash flow projections show that the JPA will end the budget year with a negative cash balance in the general fund?

- A2. Is the system of personnel position control independent from the payroll system?

- A3. Is enrollment decreasing in both the prior fiscal year and budget year? (Data from the enrollment budget column of Criterion 2A are used to determine Yes or No)

- A4. Are new charter schools operating in JPA boundaries that impact the JPA's enrollment, either in the prior fiscal year or budget year?

- A5. Has the JPA entered into a bargaining agreement where any of the budget or subsequent years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?

- A6. Does the JPA provide uncapped (100% employer paid) health benefits for current or retired employees?

- A7. Is the JPA's financial system independent of the county office system?

- A8. Does the JPA have any reports that indicate fiscal distress pursuant to Education Code Section 42127.6(a)? (If Yes, provide copies to the county office of education)

- A9. Have there been personnel changes in the JPA director or financial official positions within the last 12 months?

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

Comments:
(optional)

End of Joint Powers Agency Budget Criteria and Standards Review

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July 1 Budget
2018-19 Budget
Technical Review Checks

Tri-Valley ROP JPA

Alameda County

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

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

IMPORT CHECKS

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

ACCOUNT	FUND	RESOURCE	VALUE
FD - RS - PY - GO - FN - OB			
01-6391- -4630-4000-1100	01	6391	64,000.00
01-6391- -4630-4000-3101	01	6391	10,419.00
01-6391- -4630-4000-3301	01	6391	200.00
01-6391- -4630-4000-3601	01	6391	381.00
01-6391- -4630-4000-8590	01	6391	30,000.00
01-6391- -4630-4000-8699	01	6391	45,000.00
01-6391-0-0000-0000-9740	01	6391	7,611.67
01-6391-0-0000-0000-9791	01	6391	7,611.67
01-6391-0-0000-0000-979Z	01	6391	7,611.67

Explanation:ROP only has one fund, Fund 01. However, they receive funding for the AEBG as part of a consortium.

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

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

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

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

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

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

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

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

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

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

GENERAL LEDGER CHECKS

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

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

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

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

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

INTRA-FD-INDIRECT - (F) - Transfers of Indirect Costs (Object 7310) must net to

zero by fund. PASSED

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

SUPPLEMENTAL CHECKS

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

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

EXPORT CHECKS

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

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

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

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

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

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

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

Checks Completed.

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July 1 Budget
2017-18 Estimated Actuals
Technical Review Checks

Tri-Valley ROP JPA

Alameda County

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

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

IMPORT CHECKS

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

ACCOUNT	FUND	RESOURCE	VALUE
FD - RS - PY - GO - FN - OB			
01-6391- -0000-0000-9791	01	6391	7,611.67
01-6391- -4630-4000-1100	01	6391	47,000.00
01-6391- -4630-4000-3101	01	6391	6,782.00
01-6391- -4630-4000-3301	01	6391	900.00
01-6391- -4630-4000-3501	01	6391	100.00
01-6391- -4630-4000-3601	01	6391	3,018.00
01-6391- -4630-4000-8590	01	6391	12,800.00
01-6391- -4630-4000-8699	01	6391	45,000.00
01-6391-0-0000-0000-9740	01	6391	7,611.67
01-6391-0-0000-0000-979Z	01	6391	7,611.67

Explanation:ROP only has one Fund, Fund 01. However, they receive funding for the AEBG as part of a consortium.

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

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

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

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

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

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

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

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

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

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

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

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

GENERAL LEDGER CHECKS

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

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

INTERFD-INDIRECT-FN - (F) - Transfers of Indirect Costs - Interfund (Object 7350)

must net to zero by function. PASSED

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

REV-POSITIVE - (W) - Revenue amounts exclusive of contributions (objects 8000-

8979) should be positive by resource, by fund. PASSED

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

AR-AP-POSITIVE - (W) - Accounts Receivable (Object 9200), Due from Other Funds (Object 9310), Accounts Payable (Object 9500), and Due to Other Funds (Object 9610) should have a positive balance by resource, by fund. PASSED

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

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

SUPPLEMENTAL CHECKS

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

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

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

EXPORT CHECKS

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

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

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

Checks Completed.



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
June 13, 2018

ACTION ITEM – 9.2

AGENDA ITEM:

9.2 – Approval of Master Schedule for 2018 – 2019

BACKGROUND:

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

FISCAL IMPACT:

All course costs are reflected in the 2018 – 2019 budget

SUPPORTING DOCUMENTS:

- Tri-Valley Regional Occupational Program Master Schedule for 2018 – 2019

TVROP Master Schedule 2018-2019

Rev. June 6, 2018

201 - Amador Valley High School - 1155 Santa Rita Rd, Pleasanton, CA 94566										School Year: Aug. 13 - May 31
461-6100	A Period	1 st	2 nd	Brunch	3 rd	4 th	Access	Lunch	5 th	6 th
Mon, Tues, Friday	7:00 – 7:55	8:00 – 8:57	9:03 – 10:00	10:00 – 10:09	10:15 – 11:12	11:18 – 12:19		12:19 – 12:53	12:59-1:56	2:02 – 2:59
Wednesday	Collaboration Day 8:00-8:45	8:50 – 10:20		10:20 – 10:29	10:35 – 12:05		12:11 - 12:51	12:51 – 1:25	1:31 – 3:01	
Thursday	7:00 - 8:45		8:50 - 10:20	10:20 - 10:29		10:35 - 12:05	12:11 - 12:51	12:51 - 1:25		1:31 - 3:01
Douglas Den Hartog Room: P9 Ph: 461-5199		Integrated Marketing Com. ROP132011	Integrated Marketing Com. ROP132012		Econ of Bus Ownership ROP98511	CVE			CVE	
Diana Hasenpflug Room: P1 Ph: 461-6100		PE (PUSD)	PE (PUSD)		PE (PUSD)				Sports Med Ath. Trainer I + CC Supervision ROP992511	Sports Med Ath. Trainer II + CC Supervision II - ROP992711
Kisha Harris Room: P9 Ph: 461-6100		M, W, F - @ Las Positas T, Th. - @ Alameda County Sheriff's Regional Training Center				Intro to Criminal Justice ROP141111			Intro to Criminal Justice @ DHS	Intro to Criminal Justice @ DHS
Robin Fewster Room:		AP Environmental Science ROP951611 .2ROP								
TBD Career Center	Phone: 461-6128 / Fax: 462-6738 / Hours: Mon-Fri 8:15 am – 4:45 pm									

202 - DUBLIN HIGH SCHOOL 8151 Village Parkway, Dublin, CA 94568

School Year: Aug 14 - May 31

833-3300	1st	2 nd	3 rd	4 th	Lunch	5 th	6 th	After School (no ROP 7th P Classes Taught)
	8:00-8:51	8:56-9:51	9:56-10:47	10:52-11:43	11:43 - 12:39	12:44-1:35	1:40-2:31	2:36-3:27
Dave Uken Room:	Comp Int. Mfg. ROP121021 .2ROP							
Eugene Chou Room:				Principles of Eng. ROP961621 .2ROP				
Kim Connors Room: P9 Ph: 833-3300 x7170	Sports Med Ath. Trainer @ GHS T2, T3			Intro to Health Careers (9-10 th Graders) ROP992823		Sports Med Ath. Trainer I & II + CC supervision ROP992521	Intro to Health Careers (9-10 th Graders) ROP992821	Intro to Health Careers (11-12 th Graders) ROP992822
Don Nyswonger Room: P6 Ph: 833-3300						Cyber Security ICT Essentials I ROP114421	CCNA 1 ROP 111221 CCNA 2 ROP111322	
Kisha Harris Room: J109 Ph: 833-3300 x7134	M, W, F - @ Las Positas T, Th. - @ Alameda County Sheriff's Regional Training Center			Intro to Criminal Justice @AVHS		Intro to Criminal Justice ROP141121	Intro to Criminal Justice ROP141122	
Jodi Morgan Room: Q15 Ph: 833-3300 x7059	CVE Supervision	CVE Supervision		Integrated Marketing Com. ROP132021		Sports Enter. Marketing ROP131621	Econ of Bus Ownership ROP981521	
Chris Meyer Room: N108 Ph: 833-3300			Video Game Art & Design (DHS students Only) ROP922921	Video Game Art & Design (DHS students Only) ROP922922		Animation & Motion Graphics I Honors Artist Portfolio ROP921021		Video Game Art & Design (Travelers) (3:25 - 4:15) ROP922923
Leann Nobida Career Center	Phone: 833-3360 / Fax: 833-3322 / Hours: Mon-Fri 7:30 am - 4:00 pm							

Collaboration Days Bell Schedule

A Period: 7:00-7:44	P1	P2	P3	P4	Lunch	P5	P6	P7
Collaboration: 7:55-8:55	9 :00-9 :44	9:49 - 10:33	10:38 - 11:22	11:27 - 12:11	12:11 - 1:01	1:06 - 1:50	1 :55 - 2 :39	2 :44 - 3 :28

461-6600	A Period	1 st	2 nd	3 rd	4 th	Lunch	Falcon Flex	5 th	6 th	B
Mon, Wed, Friday	7:35 - 8:30	8:35 - 9:28	9:34 - 10:27	10:33 - 11:31	11:37 - 12:30	12:30 - 1:00		1:06 - 1:59	2:05 - 2:58	3:04 - 3:57
Tuesday, Thursday	7:00 - 7:52	8:00 - 8:52	8:58 - 9:50	9:56 - 10:48	10:54 - 11:46	11:46 - 12:16	12:22 - 1:02	1:08 - 2:00	2:06 - 2:58	3:04 - 3:56
Fabiola Salceda Room: P4 Ph: 461-6600 x 5835		Dev. Psych of Children I +Off-site CC Supervision ROP941031 (8:00 - 10:00 am)						Dev. Psych of Children I +Off-site CC Supervision ROP941032		
TBD Room: P-10 Ph: 461-6600			Intro to Criminal Justice ROP141131					Intro to Criminal Justice @LHS	Intro to Criminal Justice @LHS	
Josh Hill Room: J10		Principles of BioMed ROP993031 .2ROP								
Ross Kassbaum Room:		Culinary Arts ROP101031 .2ROP								
Tami Raaker Room: A4 Ph: 461-0425			Integrated Marketing Com. ROP132031	Sports Enter. Marketing ROP131631	Econ of Bus Ownership ROP981531			Econ of Bus Ownership ROP981632	CVE	CVE
Nancy McNeil Room: P3 Ph: 461-5604								Nursing Careers +CC Supervision ROP992031		
Katie Helfrich Room: P10 Ph: 461-6600 x5834		Intro to Health Careers @LHS T2, T3	Sports Med I @LHS T1, T2	Sports Med I @LHS T2, T3	Sports Med I & II @LHS T1, T2				Sports Med I & II +CC Supervision (2:15 - 3:08) I - ROP992531 II - ROP992731	
Sara Beyne Room: P3 Ph: 461-5604		Medical Occupations + Off-site CC supervision ROP991531 (8:00 - 10:00 am)						Fall EMR .15 ROP992631 8.27-12.20 (5:30-7:30)	Spring EMR .15 ROP992632 1.28-5.23 (5:30-7:30)	
Chris Jones Room:								AP Environmental Science ROP951631		
Gary Johnson (FHS pd. Section avail for travelers)		Aerospace Eng. ROP961731								
Solana Olsen Career Center	Phone: 461-6606 / Fax: 461-6633 / Hours: Mon-Fri 7:30 am - 4:00 pm									

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

School Year: Aug 20 - Jun 6

606-4800	Trimester	1st	2 nd	3 rd	Lunch	4th	5 th
		8:00-9:10	9:20-10:30	10:40-11:55	11:55-12:35	12:35-1:45	1:55-3:05
Kim Connors Room: 108 Ph: 606-4800 x3661	T1: 8/20-11/16					Sports Med Ath. Trainer I & II @DHS (12:44-1:35)	Intro to Health Careers @DHS (1:40-3:27)
	T2: 11/26-3/7	Sports Med. Ath. Trainer I + CC supervision ROP992541					
	T3: 3/11-6/6						
Christine Schreiber Room: 108 Ph: 606-4800 x3640	T1: 8/20-11/16			Medical Occupations + Off-site CC supervision ROP991541		Medical Occupations (1:05 – 3:05) + Off-site CC supervision ROP991542 (Travelers)	
	T2: 11/26-3/7		Medical Occupations + Off-site CC supervision ROP991541				
	T3: 3/11-6/6						
Debbie Nelson Room: 400 Ph: 606-4800 x3557	T1: 8/20-11/16	CVE Supervision .2	Integrated Marketing Com. ROP132041	Econ of Bus Ownership ROP981541		Integrated Marketing Com. (LHS Travelers) ROP132042	Intro to Business Careers ROP981041
	T2: 11/26-3/7	CVE Supervision .2					
	T3: 3/11-6/6		Intro to Business Careers ROP981042	Intro to Business Careers ROP981043			
Dawn Pavon Room: 609 Ph: 606-4800 x3563	T1: 8/20-11/16	Dev. Psych of Children @ LHS (8:35 – 10:35) + Off-site CC supervision				Dev. Psych of Children I & II (12:35 – 2:35) + Off-site CC supervision ROP941041 / ROP941141	
	T2: 11/26-3/7						
	T3: 3/11-6/6						
Danielle Watson Career Center	Phone: 606-4800 x 3520 / Fax: 606-4808 / Hours : Mon-Fri 7:30 am – 4:00 pm						

WEDNESDAY COLLABORATION BELL SCHEDULE :

T1-T3	ASE	1 st Period	2 st Period	3 rd Period	Lunch	4 th Period	5 th Period
	8:00-8:25	8:30-9:20	9:30-10:20	10:30-11:25	11:25-12:00	12:00-12:50	1:00-1:50

606-4812	Trimester	1 st	2 nd	3 rd	Lunch	4 th	5 th
		8:00-9:10	9:20-10:35	10:45-11:55	11:55-12:30	12:35-1:45	1:55-3:05
TBD Room: 7 Ph: 606-4812	T1: 8/20-11/16 T2: 11/26-3/7 T3: 3/11-6/6		Intro to Criminal Justice @FHS			Intro to Criminal Justice (Travelers) ROP141151	Intro to Criminal Justice ROP141152
Dawn Pavon Room: 7 Ph: 606-4812	T1: 8/20-11/16 T2: 11/26-3/7 T3: 3/11-6/6		Dev. Psych. of Children I & II (8:35 – 10:35) + Off-site CC supervision ROP941051 / ROP 941151	ROP Teacher/LHS Class		Dev. Psych of Children @ GHS (12:35 – 2:35) + Off-site CC supervision	
Jesse Mejia Room: 220 Ph: 606-4812 x2434	T1: 8/20-11/16 T2: 11/26-3/7 T3: 3/11-6/6	Auto Body Repair I & II (Travelers) ROP151051/ROP151151	Auto Body Repair I & II ROP151052 / ROP151152				
Ed Woodworth Room: 218 Ph: 606-4812 x2435	T1: 8/20-11/16 T2: 11/26-3/7 T3: 3/11-6/6	ROP Teacher/LHS Class ROP Teacher/LHS Class ROP Teacher/LHS Class	Auto Technology ROP151851	ROP Teacher/LHS Class ROP Teacher/LHS Class ROP Teacher/LHS Class			Auto Technology (travelers into LHS) (1:00 – 3:00) ROP151852
Katie Helfrich Room: P9 Ph: 606-4812	T1: 8/20-11/16 T2: 11/26-3/7 T3: 3/11-6/6		Sports Med Ath. Trainer I + CC supervision ROP992551	Sports Med Ath. Trainer I + CC supervision I - ROP992552		Sports Med Ath. Trainer I&II + CC supervision I - ROP992553 II - ROP992751	Sports Med Ath. Trainer @FHS
TBD Room:	T1: 8/20-11/16 T2: 11/26-3/7 T3: 3/11-6/6	Civil Eng & Arch-A ROP961251	Civil Eng & Arch-B ROP961252				
Tom Curl Room:	T1: 8/20-11/16 T2: 11/26-3/7 T3: 3/11-6/6	Cyber Security ICT Essentials I ROP114451					
P. Cabading Career Center	Phone: 606-4812 x2330 / Fax: 606-4851 / Hours: Mon-Fri 10:00 am – 2:00 pm						
WEDNESDAY COLLABORATION BELL SCHEDULE : 2:00 - 3:05 pm							
Wed Schedule		1 st	2 nd	3 rd	Lunch	4 th	5 th
		8:00-8:55	9:05-10:05	10:15-11:00	11:10-11:45	11:50-12:45	12:55-1:50

Las Positas College - 3000 Campus Hill Dr, Livermore, CA 94551 -- School Year: Aug. 14 - May 24

Monday, Wednesday, Friday

M, W, F	8:00 -10:00
Kisha Harris Bldg. 2200 Rm. 2206 Park in "F"	Criminal Justice Academy ROP141291

Alameda County Sheriff's Regional Training Center - 6289 Madigan Rd, Dublin, CA -- School Year:

Aug. 14 - May 24

Tuesday, Thursday

Tues., Thurs.	8:00 -10:00
Kisha Harris Alameda County Sheriff's Office	Criminal Justice Academy ROP141291

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

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



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
June 13, 2018

ACTION ITEM – 9.3

AGENDA ITEM:

9.3 – Approval of Personnel Document #061318

RECOMMENDED ACTION:

Approve Personnel Document #061318, as presented.

BACKGROUND:

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

FISCAL IMPACT:

Personnel expenses are included in the proposed 2018-2019 budget.

Moved by:
Seconded by:
Passed by:

PERSONNEL DOCUMENT #061318

TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM

Name / FTE	Description / Location	Effective Date	Superintendent's Recommendation
<u>2018-2019 CERTIFICATED - Rehire, Temporary</u>			
Sara Beyne .80	Medical Occupations/ Emergency Medical Responder Foothill	08/13/2018	Approve
Kimberly Connors .85@DHS & .30 @118 days @GHS	Sports Med/Athletic Trainer & Intro to Health Careers Dublin / Granada	08/14/2018	Approve
Douglas Den Hartog 1.0	Int. Marketing/Econ of Bus Ownership Amador	08/13/2018	Approve
Denise Gauthier .80	English Middle College	8/13/2018	Approve
Nakisha Harris 1.0	Criminal Justice/Criminal Justice Academy Las Positas/Amador/ Dublin	08/14/2018	Approve
Diana Hasenpflug .50	Sports Med/Athletic Trainer Amador	08/13/2018	Approve
Katie Helfrich 1.0667	Sports Med I & II/Athletic Training Livermore /Foothill	08/13/2018	Approve
Lynette Marshall 1.0	Transition Specialist Adult Education	8/13/2018	Approve
Nancy McNeil .50	Nursing Careers Foothill	08/13/2018	Approve
Jesse Mejia .50	Auto Body Repair I & II	8/20/2018	Approve
Chris Meyer 1.0	Video Game Art & Design, Animation & Motion Graphics I & II Dublin	08/14/2018	Approve
Kelly Mogilefsky 1.0	English / AVID Middle College	8/13/2018	Approve
Jodi Morgan 1.0	Int. Marketing/ Sports Ent Mrktg./Econ of Bus Ownership Dublin	08/14/2018	Approve
Debbie Nelson 1.15	Business Careers/ Int. Marketing/ Econ of Bus Ownership Granada	08/20/2018	Approve

Don Nyswonger .40	CCNA & Cyber Security Dublin	8/14/2018	Approve
Don Nyswonger .25	Adult Education DUSD/PUSD/LVJUSD Tri-Valley One Stop	8/14/2018	Approve
Dawn Pavon 1.0 ROP .25 @57 days LHS	Dev Psych of Children I & II, Human Relations & Development(LHS) Granada/Livermore	08/20/2018	Approve
Tami Raaker 1.20	Int. Marketing/Sports Ent Mktg. /Econ of Bus Ownership Foothill	08/14/2018	Approve
Fabiola Salceda 1.0	Dev Psych of Children I & II Foothill	08/13/2018	Approve
Sergio Verbis 1.20	Social Science / AVID Middle College	8/13/2018	Approve
Ed Woodworth .65 ROP .50 LHS	Auto Specialist Livermore	08/20/2018	Approve
<u>2018-2019 CERTIFICATED MANAGEMENT - Rehires, Temporary</u>			
Heather Morelli 1.0	Coordinator, Program Services	7/01/2018	Approve
Amy Robbins 1.0	Director, College and Career Readiness	7/01/2018	Approve
<u>2018-2019 CLASSIFIED/ CONFIDENTIAL - Rehires, Temporary</u>			
Paula-Ann Cabading .50	College & Career Specialist LHS	8/1/2018	Approve
Christin Crawford .50	Secretary I/Attendance DO	8/1/2018	Approve
Leann Nobida 1.0	College & Career Specialist DHS	8/1/2018	Approve
Solana Olsen 1.0	College & Career Specialist FHS	8/1/2018	Approve
Susan Pereira 1.0	Sr. Support Specialist DO	8/1/2018	Approve
Colette Ray .50	Secretary I/Attendance Middle College	8/1/2018	Approve
Anne Spalasso 1.0	Assistant to the Superintendent DO	7/1/2018	Approve
Danielle Watson 1.0	College & Career Specialist GHS	8/1/2018	Approve



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
June 13, 2018

ACTION ITEM – 9.4

AGENDA ITEM:

9.4 – Approval of New or Updated Course Outlines

BACKGROUND:

The CTE Incentive Grant requires all CTE courses to demonstrate that each course meets the 11 Elements of a High Quality CTE Program through an audit of each course outline. TVROP worked with staff members to create or update the course outlines listed below.

SUPPORTING DOCUMENTS:

- Advanced Auto Body Repair
- Honors Artist Portfolio
- Internet Engineering 2 (CCNA)

Moved by:

Seconded by:

Passed by:

TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM – CAREER TECHNICAL EDUCATION
 Standardized Course Outline Format Approved by CTEIG Technical Assistance Provider
[Pending Board Approval]

COURSE TITLE	ROP Advanced Auto Body Repair
DATE	June 13, 2018 <i>(Pending Board Approval)</i>
INDUSTRY SECTOR/PATHWAY	Transportation
COURSE DESCRIPTION	<p>ROP Advanced Auto Body Repair students will be able to fully strip and paint a car. Students will be prepared for an entry level job in the area of Auto Body Repair.</p> <p>Students will study auto collision repair and refinishing. Students study advanced topics and complete projects that include learning the skills required for color matching to industry specifications. Instruction focuses on students applying skills and knowledge learned to identify frame damage and methods of repair and measuring. Students will become proficient in shop management, team leadership, and business principles.</p>
OCCUPATIONS FOR IDENTIFIED PATHWAY	Automotive Body Repair Technician, Painter, Claims Adjuster, Estimator, and Inspector
COURSE GOALS	Students will engage in hands-on training, preparing them for entry level jobs and certification.
COURSE OBJECTIVES	Safety, detailing, tool use, repair vocabulary, and repair and painting techniques
PREREQUISITES	Auto Body Repair I
ACADEMIC CREDIT	1 year elective/15 units
CERTIFICATE	ASE Certification Exam
ARTICULATION	None
UC A-G APPROVED	Yes, "g" <i>Elective</i>
INSTRUCTIONAL STRATEGIES	Project-based learning, textbook use, ASE study guides, and demonstrations followed by hands-on repair of cars and trucks
INSTRUCTIONAL MATERIALS / TEXTBOOKS	Demonstrations, Auto Body Repair textbooks, and Internet research.

TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM – CAREER TECHNICAL EDUCATION
 Standardized Course Outline Format Approved by CTEIG Technical Assistance Provider
[Pending Board Approval]

CTE KNOWLEDGE AND PERFORMANCE ANCHOR STANDARDS - (Essential Employability Skills)

<p>1. Academics Analyze and apply appropriate academic standards required for successful industry sector pathway completion leading to postsecondary education and employment. Refer to the industry sector alignment matrix for identification of standards.</p>
<p>2. Communications Acquire and use accurately (industry) sector terminology and protocols for communicating effectively in oral, written, and multimedia formats.</p>
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COURSE OUTLINE - SUMMARY VIEW INSTRUCTIONAL UNITS	Key Assignments / Capstone Projects	Anchor Standards	Pathway Standards
Unit 1 – Students practice personal and occupational safety and understand the environmental effects of collision repair and refinishing practices.	On-site demonstrations and quizzes of safety practices for various projects. Online safety quiz completion prior to starting shop projects. Daily protocol for safety use.	LS 9-10 11-12.6 RSTS 9-10 SLS9-10	C1.1, 1.2, 1.3, 1.4 C2.3, 4.2
Unit 2 - Practice the safe and appropriate use of tools equipment and work processes.	Tool quizzes, tool vocabulary reviews in textbook, and tool demonstrations from instructor and student prior to use.	WS11-12.7 RSTS 8-19 11-12.4 WS 11-12.6	C1.1, 1.2, C2.3, 2.4 C2.5, 2.7
Unit 3 - Apply measurement systems and the mathematical functions necessary to perform required fabrication, maintenance, and operation procedures.	Textbook use and quizzes, demonstrations, and projects.	LS9-10, 11-12.6 WS11-12.6 SLS9-10, 11-12.1 SLS11-12.1d	C4.4, C5.3, C5.5, C5.6
Unit 4 - Apply scientific principles in relation to chemical, mechanical, and physical functions and in relation to industry and manufacturer standards.	Painting quizzes, identifying manufacturer standards and demonstrating standards completions, and using quizzes, as well as project inspections.	LS9-10, 11-12.6 W11-12.6 SLS9-10, 11-12.1 SLS11-12.1d	C4.1, 4.2, 4.3, 4.4 C5.3, 5.5, 5.6
Unit 5 - Perform and document repair procedures in accordance with manufacturer and industry standards.	Project documentation, estimation, and bid worksheets.	LS9-10, 11-12.6 SLS9-10, 11-12.1 SLS11-12.1b	C4.1, C4.4, C5.4

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Unit 6 - Demonstrate basic business practices.	Project documentation, estimation, and bid worksheets.	WS11-12.6, WS11-12.7 RSTS10-11-12.4	C1.2, 1.4, 2.3, 3.5, 3.7, 7.1, 7.2, 7.4, 7.7
Unit 7 - Understand structural and nonstructural analysis and damage repair.	Demonstrations, project documentation, estimation, and bid worksheets.	WS11-12.6 WS11-12.7 RSTS9-10,11-12.4	C1.1, 1.2, 1.4, 2.2, 2.6, 3.7, 4.1, 4.2, 5.2, 5.6, 6.1, 6.2, 7.1, 8.1
Unit 8 - Demonstrate an understanding of mechanical and electrical components in relation to industry and manufacturer standards.	Simulations, quizzes, textbook use, demonstrations, and projects.	WS11-12.6 WS11-12.7 RSTS9-10, 11-12.4	C1.1, 1.2, 2.2, 2.3, 2.4, 2.5, 2.7, 3.3, 3.6, 3.7, 4.2, 4.3, 8.1
Unit 9 - Demonstrate the concepts, principles, and practices of painting and refinishing.	Simulations, quizzes, textbook use, demonstrations, and projects.	WS11-12.6 WS11-12.7 RSTS9-10, 11-12.4	C1.1, 1.2, 2.2, 2.3, 2.4, 2.5, 2.7, 3.3, 3.6, 3.7, 4.2, 4.3, 8.1

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Course Outline-Detail View	Key Assignments / Capstone Projects
<p>Interior Detailing: Students will be assigned and tested on an interior detailing project that meets industry standard.</p>	<p>Teams will be assigned a vehicle to detail the interior of a car. Students will have a budget, select materials, create a bid, and discuss why they chose the materials and track time of project.</p>
<p>Exterior painting: Students will work as a team to detail the exterior of a vehicle up to industry standards.</p>	<p>Teams will be assigned a vehicle to detail the exterior of the car. Students will have a budget, select materials, create a bid, and discuss why they chose the materials and track time of project.</p>
<p>Dent repair: Students will identify repair needs established a repair strategy and estimate.</p>	<p>Teams will be assigned a vehicle to repair dents on the exterior of the car. Students will develop a repair strategy, create an estimate, and choose materials. Instructor will assess if repair meets industry standard.</p>
<p>Bonding procedures: Students will learn proper use and selection of tools to remove, install, and align bolt on panels.</p>	<p>Students will demonstrate the proper use of tools and equipment along with the proper techniques essential for the removal and replacement of weld on panels.</p>
<p>Painting techniques: Students will learn basic paint mixing and pin striping.</p>	<p>Students will outline the process for color mixing and matching. Students will create design, color, and determine the location of the pin stripe to accent the vehicle.</p>
<p>Portfolio: Students will develop a portfolio documenting the skills they have acquired.</p>	<p>Students will take before and after photos of each project. Students will develop documents that highlight their professional skills and prepare them to enter the workforce.</p>

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COURSE TITLE	Honors Artist Portfolio
DATE	June 13, 2018 <i>(Pending Board Approval)</i>
INDUSTRY SECTOR/PATHWAY	Arts, Media, and Entertainment (AME)
COURSE DESCRIPTION	<p>Honors Artist Portfolio students will build a body of work for their professional portfolios. Successful students will demonstrate their development of technical skills and their application of the elements and principles of art. The class will focus on the strengthening of independent thinking and creativity, the development of personal style and technique, as well as build critical thinking skills through problem solving. This course is designed for students who are committed to improving their skills in visual art and are planning to take AP Studio Art and/or pursue art in college and career.</p> <p>The coursework will expose students to art through history from international cultures and movements. Students will conduct a written analysis and critique of their own art and other artists and review and respond to a current gallery or museum exhibition. During the class, students will write formal self and group critiques, analysis, and statements about artwork. Throughout the school year, Honors Artist Portfolio students will participate in preparing and exhibiting their work publicly.</p>
OCCUPATIONS FOR IDENTIFIED PATHWAY	3D Animator, Lighting Artist, Concept Artist, Storyboard Artist, Motion Graphics Designer, 3D Environment Artist, and Character Designer
COURSE GOALS	<p>Honors Artist Portfolio further develops and expands upon a student’s proficiency with Adobe Photoshop, Autodesk Maya, ToonBoom Harmony, and/or other digital and traditional art media. Students will clearly demonstrate mastery of theoretical concepts in their work such as color theory, elements of art, cinematography, and the 12 Principles of Animation.</p> <p>Curriculum will also challenge students to explore the career options available to them as working professionals in the Arts, Media, and Entertainment industry sector. Their resulting portfolio and other preparatory materials are designed to enable them to pursue both college education and entry-level work in the industry.</p>
COURSE OBJECTIVES	Identified within the lesson plans of instructional units listed within this document.
PREREQUISITES	1 year of Arts “f” Elective

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ACADEMIC CREDIT	1 year elective
CERTIFICATE	(Optional) Adobe Certified User/Autodesk Certified User
ARTICULATION	Yes, 3 Units at Cogswell College
UC A-G APPROVED	Yes, "f" <i>Visual & Performing Arts</i>
INSTRUCTIONAL STRATEGIES	<p>Students will receive instruction via lecture and live demonstration digitally, transmitted directly to their workstation. All instructional material is recorded and uploaded to YouTube afterward for student review.</p> <p>Worksheets, project descriptions, and rubrics are provided to all students via Google Classroom, allowing for group collaboration, as well as paperless transmission of their work between the home and classroom.</p> <p>Students will work on individual and group projects, with requirements for both peer and self-review. These projects will require student leadership and organization of pre-production concepts into a coherent production pipeline for the project.</p> <p>Students will experience field trips, job shadows, and/or guest speakers as they are exposed to the realities of industry and allow for feedback from industry professionals or mentorships.</p>
INSTRUCTIONAL MATERIALS / TEXTBOOKS	<p>Course instructional materials have been developed personally by course instructor.</p> <p>Adobe Creative Cloud – Photoshop ToonBoom - Harmony Essentials Autodesk – Maya 2016</p> <p>Students will be provided with access to computers with the above programs. They will also be supported with peripherals such as Wacom drawing tablets or high definition scanners for hand drawn work.</p>

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CTE KNOWLEDGE AND PERFORMANCE ANCHOR STANDARDS - (Essential Employability Skills)

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COURSE OUTLINE - SUMMARY VIEW INSTRUCTIONAL UNITS	Key Assignments / Capstone Projects	Anchor Standards	Pathway Standards
Unit 1 - Essential Design Theorem	Principles of Design Poster Elements of Art Poster	AP 1.1, 1.2, 1.3, 1.4, 1.5, 1.6, 1.8 CE 2.1, 2.2, 2.3, 2.4, 2.5, 2.6 HCC 3.1, 3.2, 3.3, 3.4 AV 4.1, 4.2, 4.3, 4.4, 4.5 CRA 5.1, 5.2, 5.4	A1.1, 1.2, 1.3, 1.4, 1.5, 1.6, 1.7, 1.8, 1.9 A2.1, 2.2, 2.3, 2.4, 2.6, 2.7, 2.8, 2.9 A3.1, 3.2, 3.3, 3.4, 3.5, 3.6 A4.2, 4.3, 4.4, 4.5, 4.6 A5.1, 5.2, 5.3, 5.4, 5.5, 5.7 A6.2 A7.1, 7.2, 7.3, 7.5 A8.1, 8.2, 8.3, 8.4, 8.5, 8.6, 8.7
Unit 2 - Artist Contracts	Monthly Contract Breadth Assignments	AP 1.1, 1.2, 1.3, 1.4, 1.5, 1.6, 1.7, 1.8 CE 2.1, 2.2, 2.4, 2.5, 2.6 HCC 3.1, 3.2, 3.3 AV 4.1, 4.2, 4.3, 4.4, 4.5, 4.6 CRA 5.1, 5.2, 5.3, 5.4	A1.1, 1.2, 1.3, 1.4, 1.5, 1.6, 1.7, 1.8, 1.9 A2.1, 2.2, 2.3, 2.4, 2.6, 2.7, 2.8, 2.9 A3.1, 3.2, 3.3, 3.4, 3.5, 3.6 A4.1, 4.2, 4.3, 4.4, 4.5, 4.6 A5.1, 5.2, 5.3, 5.4, 5.5, 5.7 A6.1, 6.2, 6.3 A7.1, 7.2, 7.3, 7.4, 7.5 A8.1, 8.2, 8.3, 8.4, 8.5, 8.6, 8.7

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Unit 3 - Public Presentation	Community Competition Assignment Exhibit Response Campus Art Show Exhibit	AP 1.1, 1.2, 1.3, 1.4, 1.5, 1.6, 1.7, 1.8 CE 2.1, 2.2, 2.3, 2.4, 2.5, 2.6 HCC 3.1, 3.2, 3.3, 3.4 AV 4.1, 4.2, 4.3, 4.4, 4.5, 4.6 CRA 5.1, 5.2, 5.3, 5.4	A1.1, 1.2, 1.3, 1.4, 1.5, 1.6, 1.7, 1.8, 1.9 A2.1, 2.2, 2.3, 2.4, 2.6, 2.7, 2.8, 2.9 A3.1, 3.2, 3.3, 3.4, 3.5, 3.6 A4.1, 4.2, 4.3, 4.4, 4.5, 4.6 A5.1, 5.2, 5.3, 5.4, 5.5, 5.7 A6.1, 6.2, 6.3 A7.1, 7.2, 7.3, 7.4, 7.5 A8.1, 8.2, 8.3, 8.4, 8.5, 8.6, 8.7
Unit 4 - Career Preparation in AME	Career Explorer Presentation Artist Portfolio Presentation	AP 1.1, 1.2, 1.3, 1.4, 1.5, 1.6, 1.7, 1.8 CE 2.1, 2.2, 2.3, 2.4, 2.5, 2.6 HCC 3.1, 3.2, 3.3 AV 4.1, 4.2, 4.3, 4.4, 4.5, 4.6 CRA 5.1, 5.2, 5.3, 5.4	A1.1, 1.2, 1.3, 1.4, 1.5, 1.6, 1.7, 1.8, 1.9 A2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 2.7, 2.8, 2.9 A3.1, 3.2, 3.3, 3.4, 3.5, 3.6 A4.1, 4.2, 4.3, 4.4, 4.5, 4.6 A5.1, 5.2, 5.3, 5.4, 5.5, 5.6, 5.7 A6.1, 6.2, 6.3 A7.1, 7.2, 7.3, 7.4, 7.5 A8.1 – 8.7

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Course Outline-Detail View	Key Assignments / Capstone Projects
<p>Essential Design Theorem Students demonstrate their understanding and ability to apply foundational theories of the art field. Students will be required to learn, define, and demonstrate mastery of the various vocabulary related to:</p> <ul style="list-style-type: none"> • Elements of Art • Principles of Design • Color Theory • 12 Principles of Animation 	<ul style="list-style-type: none"> - Internet Scavenger Hunts: While exploring the new concepts introduced in this unit, students will be asked to find and explain examples of the relevant theoretical concept we are exploring at that time. Examples would include finding a photo with a complimentary color scheme or which strongly presents the usage of line within the artwork. - Photoshoots: Students will be required to recreate existing famous images with photography. They will be expected to know about the different theoretical concepts at play in the original, as well as their recreation. - Period Presentations: Students will explore various time periods in Art History. They will then condense their findings into a Photoshop poster to include in their presentation to the class.
<p>Artist Contracts Students undertake personally challenging assignments on a variety of monthly themes. Students write a proposal for their work contract for a month. Once approved, students work individually or in groups to complete their contract by month's end. Students will be required to give and receive peer feedback, as well as seek professional critique.</p>	<ul style="list-style-type: none"> - Monthly Contract: At the start of each month, students will be assigned a broad topic. Students propose work they would like to create that fulfills that topic. Examples may include Ancient Architecture of Asian/European Cultures, Artists before the 20th century, Fantasy, Science Fiction, emotions on display, Methods of Transportation, etc. - Breadth Assignments: In the same vein as the AP Studio Arts requirements, students have additional assignments that require them to produce artwork in media or themes that are within their usual body of work.
<p>Public Presentation Throughout the course, students are expected to join in class trips to job shadow or visit museums and galleries. Students will be expected to take part in a class discussion with visiting professionals. Each student will be responsible for picking a local, national, or international competition to submit to during the course of the year.</p>	<ul style="list-style-type: none"> - Community Competition Assignment: Students will be charged with researching local or state-wide arts competitions. They are required to submit to at least one. Then, students draft a schedule for their work, including time for drafts and work in progress critique. - Exhibit Response: Students will visit at least two museum or gallery shows either as part of class trips or on their own. They will be expected to write a short response to one work they viewed, including their own feelings and thoughts on what it represents. Students will also be expected to research the artist and piece in question and reconcile their response with the interests of the artist who produced the artwork where applicable/available.

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	<ul style="list-style-type: none"> - Campus Arts Show Exhibit: For the annual Evening of the Arts, students will present a small selection of their works to the public. They will be required to include an artist’s statement that explains the themes and feelings at play in their exhibition. Work will also be run through a mock jury with critique from arts staff and visiting professional artists.
<p>Career Preparation in AME During the final unit, students will put together a professional package, including a portfolio of various artworks, a resume, and a generic cover letter. Students will also choose research and discuss the current realities of workers in a specific career within the AME pathway.</p>	<ul style="list-style-type: none"> - Career Exploration Presentations: Students will be asked to create a cover letter & resume for their fictional (or real) application to an internship they have targeted. Then, they will take part in a mock interview for their position with teachers and visiting professionals on their interview panel. - Artists Portfolio Presentation: Students will curate their work from this school year into a final presentation, walking their peers and critics through the development of their body of work. Students will be expected to defend their decisions and explain their thought processes on the work they have included.

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COURSE TITLE	Internet Engineering 2 (CCNA 2)
DATE	June 13, 2018 <i>(Pending Board Approval)</i>
INDUSTRY SECTOR/PATHWAY	Information and Communication Technologies/Networking
COURSE DESCRIPTION	<p>CCNA 2 students will learn about the architecture, components, and operations of routers and switches in a small network. Internet Engineering 2 is a follow-up course to Internet Engineering 1.</p> <p>This class prepares students for postsecondary success in the Information and Communication Technologies (ICT) field. Students will engage in studying network protocols which make the Internet possible; how networks communicate with one another; methods used to increase scalability, reliability, and security in the modern network; and college and career preparation in the ICT field. This course integrates the theory and application of network communications, exposing students to media that invites them to consider how Internet engineers think, design, and solve problems. Students will produce college-ready writing collaborate with peers and mentors, research solutions to complex challenges, improve student skills and strategies, and develop a Personal Learning Network.</p>
OCCUPATIONS FOR IDENTIFIED PATHWAY	Computer User Support Specialist, Computer Information and Systems Manager, Database Administrator, Document Management Specialist, and Intelligence Analyst
COURSE GOALS	Students will be able to configure and troubleshoot routers and switches and resolve common problems with virtual LANs and InterVLAN routing in both IPv4 and IPv6 networks.
COURSE OBJECTIVES	Implement network address translation, implement static routing, configure switch ports, configure monitoring tools, and troubleshoot data networks
PREREQUISITES	ICT Essentials and CCNA 1
ACADEMIC CREDIT	1 year elective
CERTIFICATE	Qualifies student for the opportunity to take the A+ Certification Exam
ARTICULATION	Yes, 3 Units at Las Positas College
UC A-G APPROVED	Yes, “g” <i>Elective</i>
INSTRUCTIONAL STRATEGIES	Projects, online learning, quizzes, demonstrations, benchmarks, formative assessments, and summative assessments.
INSTRUCTIONAL MATERIALS / TEXTBOOKS	Primary materials are provided via the Cisco NetAcademy at www.netacademy.com

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COURSE OUTLINE - SUMMARY VIEW INSTRUCTIONAL UNITS	Key Assignments / Capstone Projects	Anchor Standards	Pathway Standards
Unit 1- Routing Concepts	Focuses on router configuration and the decisions routers make in routing operations.	LS11-12.1 LS11-12.2 LS11-12.6 RSIT11-12.7 WS11-12.6	A2.1
Unit 2 - Static Routing	Introduces static routing and covers the configuration of static and default routes. Investigate troubleshooting of static and default routes.	LS11-12.1 LS11-12.2 LS11-12.3 LS11-12.4 LS11-12.5 RSIR11-12.7 WS11-12.6	B2.2, 2.3
Unit 3 - Dynamic Routing	Introduces dynamic routing protocols, RIPv2, and the routing table.	LS11-12.1 LS11-12.2 LS11-12.6 RSIT11-12.7 WS11-12.6	A2.1, 2.3, 3.5
Unit 4 - Switched Networks	Addresses the design and configuration of the modern network in a switched environment.	LS11-12.1 LS11-12.2 LS11-12.6 RSIT11-12.1 RSIT11-12.2 RSIT11-12.7 WS11-12.6 WS11-12.9	A1.2, 2.1, 6.1, 6.2, 6.3, 6.6

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Unit 5 - Switch Configuration	Covers basic switch configuration and specific configuration practices related to cybersecurity.	LS11-12.1 LS11-12.2 LS11-12.6 RSIT11-12.7 WS11-12.6	A2.1, A2.2, A2.3, A3.5
Unit 6 - VLANs	Covers how VLANs are segmented and how to implement a VLAN. Also covers Inter-VLAN routing.	LS11-12.1 LS11-12.2 LS11-12.3 LS11-12.6 RSIR11-12.3 RSIT11-12.6	A3.5, A4.1, A4.2, A4.3
Unit 7 - Access Control Lists	Focuses on standard IPv4 ACLs and their operation characteristics. Also addresses troubleshooting ACLs.	LS11-12.1 LS11-12.2 LS11-12.3 LS11-12.6 RSIR11-12.3 RSIT11-12.6 RSIT11-12.7 WS11-12.4	A3.4, A3.5, A3.6, A4.2, B1.1, B1.2, B1.3, B1.5, B2.1, B3.1, B3.2, B3.3, B4.3
Unit 8 - DHCP	Works with DHCP in both IPv4 and IPv6.	LS11-12.1 LS11-12.2 LS11-12.6 RSIR11-12.7 WS11-12.6 S-IC-1	A2.2, A2.3, A3.1, B1.1, B3.1, B3.4, B3.5, B6.2

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Unit 9 - NAT for IPv4	Covers how network address translation operates and how to configure it for your network. Also addresses NAT troubleshooting.	LS11-12.1 LS11-12.2 LS11-12.6 RSIR11-12.7 WS11-12.6	A2.2, A3.5
Unit 10 - Device Discovery, Management, and Maintenance	Covers how network devices are discovered by other network components, as well as managing and maintaining those various devices.	LS11-12.1 LS11-12.2 LS11-12.3 LS11-12.6 RSIR11-12.3 RSIT11-12.7	A2.2, A4.1, B6.3
Unit 11 - CCNA2 Case Study	Covers Comprehensive Case Study/Simulation involving Routing, NAT, DHCP, RIPv2, ACLs, and Switch Security.	LS11-12.1 LS11-12.2 LS11-12.6 RSIR11-12.7 WS11-12.6	A2.1, A2.2, A2.3, A3.5, B6.1

TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM – CAREER TECHNICAL EDUCATION
 Standardized Course Outline Format Approved by CTEIG Technical Assistance Provider
[Pending Board Approval]

Course Outline-Detail View	Key Assignments / Capstone Projects
Explore the Network	Research network collaboration tools Research converged network services Research IT and Networking job opportunities
Configure a network operating system	Establish a console with Tera Term Limit access to a switch Configure initial switch settings Configure a switch virtual interface and implement basic connectivity Build a simple network and configure a switch management address
Network Protocols and Communication	Research network standards Investigate TCP/IP and OSI models in action
Network access	Identify network devices and cabling Build an Ethernet crossover cable Connect a wired and wireless LAN; view wired and wireless NIC information
Ethernet	Use WireShark to examine Ethernet frames View network device MAC addresses View the switch MAC address table Identify MAC and IP addresses Examine the ARP table
Network Layer	Explore internetworking devices Explore router physical characteristics Configure initial router settings Connect a router to a LAN Troubleshoot default gateway issues
IP Addressing	Using the Windows calculator with Network addresses Converting IPv4 addresses to binary Investigate unicast, multicast, and broadcast traffic Identifying IPv4 addresses Identifying and configuring IPv6 addresses Use ICMP and trace route to test connectivity Mapping the Internet Troubleshooting IPv4 and IPv6 addressing

TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM – CAREER TECHNICAL EDUCATION
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Subnetting IP networks	<ul style="list-style-type: none"> Calculating IPv4 subnets Simulated subnetting scenario Designing and implementing a subnetted IPv4 addressing scheme Implementing a subnetted IPv6 addressing scheme Designing and implementing a VLSM addressing scheme
Transport Layer	<ul style="list-style-type: none"> Compare TCP and UDP characteristics Use Wireshark to observe the TCP 3-way handshake Use Wireshark to observe a UDP DNS capture Use Wireshark to examine FTP and TFTP captures
Application Layer	<ul style="list-style-type: none"> Research peer to peer file sharing Configure and verify email and web services Configure and verify DHCP and DNS servers Observing DNS servers Explore and configure FTP servers; upload and download files to and from an FTP server
Build a Small Network	<ul style="list-style-type: none"> Researching network security threats Configure secure passwords Configure SSH Access network devices with SSH Use Wireshark to examine and compare SSH and Telnet Securing network devices Test connectivity with ICMP and traceroute Use show commands in Packet Tracer Using the CLI to gather network device information Troubleshooting connectivity issues



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
June 13, 2018

CORRESPONDENCE – 10.0

AGENDA ITEM:

10.0 – Correspondence

RECOMMENDED ACTION:

No action required.

BACKGROUND:

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

FISCAL IMPACT:

None

SUPPORTING DOCUMENTS:

- Alameda County Office of Education, 2017-18 Second Interim Approval



Alameda County Office of Education

L. Karen Monroe
Superintendent

June 5, 2018

Dan Cunningham, President
Joint Powers Governing Board
Tri-Valley Regional Occupational Program
1040 Florence Road
Livermore, CA 94550

RE: 2017-18 Second Interim Report

Dear President Cunningham:

In accordance with Education Code Section 42127, we have examined the Second Interim Report of the Tri-Valley Regional Occupational Program (ROP) for fiscal year 2017-18 to determine if it complies with the Criteria and Standards adopted by the State Board of Education, and if it allows the District to meet its financial obligations during the current and subsequent two fiscal years.

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

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

Sincerely,

L. Karen Monroe, Superintendent
Alameda County Office of Education

BOARD OF EDUCATION

Joaquin Rivera
Trustee Area 1

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cc: Joint Powers Governing Board, Tri-Valley ROP
Julie Duncan, Superintendent, Tri-Valley ROP
Teresa Fiscus, Fiscal Director, Tri-Valley ROP
Jeffrey B. Potter, Chief Business Officer, ACOE
Ruth Alahydroian, Director, ACOE