



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 August 22, 2018** **6:00 p.m. Open Session**

THE MISSION OF TRI-VALLEY ROP IS TO:

- *Educate and train a broad spectrum of students by providing a bridge of opportunity connecting school to continuing education and career.*
- *Support and guide the development of life and career skills valued by business, industry, colleges, and society.*
- *Provide an environment of continuous program improvement, responsive to the changing needs of students, employers, and industry.*
- *Educate all students, including Adults in Correctional Facilities, to acquire the skills, attitudes and values needed to find and retain jobs, to be socially responsible, and to make positive contributions to their families and the community.*

JOINT POWERS GOVERNING BOARD **MEETING PROCEDURES**

Members of the public are encouraged to attend meetings of the Board. Individuals may address the Board regarding items *on* the agenda during the agenda item or, for Closed Session items, prior to Board adjournment into Closed Session. To address the Board regarding an item that *is* on the agenda, please complete a **blue speaker card** and submit it to the Administrative Assistant **prior** to Call to Order of the meeting or prior to the agenda item you wish to address. This allows the Board Chairperson to divide the available time among speakers.

Speakers may address the Board under agenda item **4.0, PUBLIC COMMENT**, regarding items of public interest within the Board's jurisdiction but are *not* on the agenda. Speakers should complete a **yellow speaker card** and submit it to the Administrative Assistant **prior** to Call to Order of the meeting. By law, the Board may listen to comments, but may not enter into discussion nor take action on any item not on the agenda. Time is limited to 3 minutes per speaker and 20 minutes per subject matter.

JOINT POWERS GOVERNING BOARD

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

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 – 6:00 p.m.**

2. **Regular Meeting**

2.1 **Pledge of Allegiance**

2.2 **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.

3. **PUBLIC COMMENT** on matters *not* on the agenda

At this time, members of the public may address the Board regarding any matter that is *not* on the agenda. (For items that *are* on the agenda, the opportunity for public comment will be presented during each agenda item.) Speakers should submit a speaker card to the Administrative Assistant prior to Call to Order of the meeting: a *yellow card* for items not on the agenda and a *blue card* to speak during an agenda item. Time is limited to 3 minutes per speaker and 20 minutes per topic.

4. **RECOGNITIONS**

Superintendent Duncan will recognize Christin Crawford, Secretary I/Attendance from the District Office.

5. **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

5.1 **Approval of Minutes from the Regular Board Meeting of June 13, 2018**

The Board will consider approval of the minutes from the June 13, 2018 Board Meeting.

5.2 **Approval of Bill and Salary Reports – June 1 – July 31, 2018**

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

5.3 **Approval of Purchase Order Summary – June 1 – July 31, 2018**

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

CONSENT – RESOLUTIONS

In order to conduct regular operations of the District, the Board is being asked, in one roll call vote, to adopt Resolutions 2018-19.1 through 2018-19.6.

5.4 **Resolution No. 2018-19.1 - Signature Card – Authorized Agents Payroll Warrants and Disbursements**

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

5.5 Resolution No. 2018-19.2 - Authorization for Bank Signatures

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

5.6 Resolution No. 2018-19.3 - Appointment of Authorized Agents for State and Federal Applications

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

5.7 Resolution No. 2018-19.4 - Budget Transfers of Funds – Revenues and Expenditures

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

5.8 Resolution No. 2018-19.5 - Delegation of Authority

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

5.9 Resolution No. 2018-19.6 - Authorized Agents for Official Documents and Reports

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

6. DEFERRED CONSENT ITEMS

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

7. 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.

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

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

7.2 Approval of the 2017 – 2018 Unaudited Actuals - *action*

Presentation of, by California statute, the District's 2017 – 2018 unaudited actuals. This Board approved financials report will be sent to the Alameda County Office of Education and the California Department of Education for inspection and approval.

7.3 Approval of Personnel Document #082218 - *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.

8. CORRESPONDENCE – None

9. SUPERINTENDENT'S REPORT

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

10. BOARD MEMBER REPORTS

Board members may wish to report on their recent activities.

11. ANNOUNCEMENTS

- The next Regular Meeting of the Board will be held October 24, 2018 at 5:00 pm.

12. ADJOURNMENT

JD/as



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
AUGUST 22, 2018

CONSENT CALENDAR – MOTION – 5.1

AGENDA ITEM:

5.1 – Approval of Minutes from the Regular Board Meeting of June 13, 2018

RECOMMENDED ACTION:

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

BACKGROUND:

The minutes from the Regular Board Meeting of June 13, 2018 are presented for Board Approval.

FISCAL IMPACT:

None

SUPPORTING DOCUMENTS:

- Minutes of June 13, 2018 Regular Board Meeting



JOINT POWERS GOVERNING BOARD
Minutes of the Regular Board Meeting of June 13, 2018

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

Meeting called to order at 5:00 p.m.
 Dan Cunningham, Chairperson
 Valerie Arkin, Vice Chairperson
 Chuck Rogge, Trustee, arrived at 5:10 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

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

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

4.3 Announcement of Any Reportable Action Taken in Closed Session

Chairman Cunningham reported a satisfactory evaluation for Superintendent Duncan with a 1.5% salary increase.

5. PUBLIC HEARING

Public Hearing on the 2018- 2019 Budget

In Compliance with California Education Code 42103 the hearing was called to order at 6:05 p.m. by Chairperson Cunningham. Chairperson Cunningham asked for public for comment, noted that Item 10 .1 contains the 2018 - 2019 proposed budget for approval and having no public comment, closed the hearing.

6. PUBLIC COMMENT

None

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>
Rogge	Arkin	3	0	0	0

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

The Board approved minutes from the May 2, 2018 Board Meeting.

7.2 Approval of Bill and Salary Reports – May 2018

The Board approved 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 approved 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 approved 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

The Board approved 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

The Board approved 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

None

9. INFORMATION / ACTION ITEMS

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

9.1 Proposed Budget Adoption for 2018 – 2019 – action

Superintendent Duncan introduced the item and welcomed Teresa Fiscus to discuss the Proposed Budget for the Board to consider approval. Superintendent Duncan thanked Ms. Fiscus for her guidance and leadership in building the TVROP budget.

Ms. Fiscus gave a detailed explanation of the proposed budget, the expected changes to income and expenses, grants, positive cash flow, multiyear projection and how the reserve will change in coming years due to the added programs.

Ms. Fiscus requested the proposed budget for 2018-2019 be approved.

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

9.2 Approval of Master Schedule for 2018 – 2019 – action

Superintendent Duncan presented the schedule without the Livermore access period, we will implement that change but it shouldn't impact the traveling student schedule.

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

9.3 Approval of Personnel Document #061318 - action

Superintendent Duncan presented the Personnel Document for approval.

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

9.4 Approval of New or Updated Course Outlines - action

Auto Body Repair
Honors Artist Portfolio
Internet Engineering II

Superintendent Duncan introduced Ms. Robbins to explain the changes or the addition of these courses.

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

10. CORRESPONDENCE

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

Superintendent Duncan read a thank you letter from Fred Rutledge. Fred thanked the Board for his time working with TVROP and the opportunities he has had over the last 18 years.

11. SUPERINTENDENT'S REPORT

Superintendent Duncan reported on recent meetings, activities, and/or legislation work since the last Board Meeting.

- Middle College Graduation
- End of year teacher checkout
- Asked to sit on the Innovation Tri-Valley Board and to connect Staff/Students that presented at TEC to also present at Dream Makers Risk Takers on their Heart Valve project
- Amy attended and or worked with districts Lead Learners, Pro51 the Dual Enrollment Sheet Stats, Amy outlined what needs to be done and will meet with districts student info systems to make sure CalPads reads the Middle College students.
- Many TVROP classes participated in mock interviews
- Orientations for Criminal Justice Academy, Medical Occupations and Nursing
- Budget meetings with all districts

- Student Schedules to all the districts and worked with the sites to understand hand scheduling of the TVROP students.

12. BOARD MEMBER REPORTS

Mr. Rogge thanked staff and Superintendent Duncan for a great year.

13. ANNOUNCEMENTS

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

14. ADJOURNMENT

There being no further business, Chairperson Cunningham adjourned the meeting at 6:51 p.m.

Original Signed

Submitted,

Julie Duncan
Secretary to the Board

*Approved and entered into the proceedings
of the Board this 22nd day of August, 2018.*

Daniel Cunningham, Board Chairperson

DC:JD:as



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
 JOINT POWERS GOVERNING BOARD MEETING
 AUGUST 22, 2018

CONSENT CALENDAR – MOTION – 5.2

AGENDA ITEM:

5.2 – Approval of Bill and Salary Reports – June 1 – July 31, 2018

RECOMMENDED ACTION:

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

BACKGROUND:

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

FISCAL IMPACT:

Operating Expenditures were \$118,205.12, salary expenditures were \$468,113.04

SUPPORTING DOCUMENTS:

WARRANT – DISBURSEMENTS	June 2017	July 2017	TOTAL FOR PERIOD
PAYROLL RELATED	\$399,302.78	\$68,810.26	\$468,113.04
BOOKS/SUPPLIES	\$19,287.66	\$0.00	\$19,287.66
SERVICES	\$98,902.46	\$15.00	\$98,917.46
TOTAL	\$517,492.90	\$68,825.26	\$586,318.16

- Transaction Totals Report June 2018
- Transaction Activity July 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	181,469.99	9,713.02	171,756.97
**	Total 2000	By Major Object	(1)	DR-CR	47,366.25	0.00	47,366.25
**	Total 3000	By Major Object	(1)	DR-CR	183,940.79	3,761.23	180,179.56
**	Total 4000	By Major Object	(1)	DR-CR	29,827.87	10,540.21	19,287.66
**	Total 5000	By Major Object	(1)	DR-CR	103,565.67	4,663.21	98,902.46
		** G R A N D T O T A L **		DR-CR	546,170.57	28,677.67	517,492.90

Activity for Dates 07/01/2018 to 07/31/2018

Fiscal Year 2018/19

Ref #	Payee/ Customer	Journal #	Check #	Batch #	Description	Trans	Debit	Credit	Debit - Credit
Object 1000 - Tchr Hourly									
990-1128-0000-6000-1000-000-90-0-0000	Tchr Hourly,Unrest.,ROCP								
	PR19-00001			20180731-REG	07/31/18 Regular Payroll (Earning	07/31/18	2,483.44		2,483.44
					Account Total	07/31/18	2,483.44	.00	2,483.44
990-1312-0000-6000-2100-000-90-0-0000 Supv Admin Sal,Unrest.,RO									
	PR19-00001			20180731-REG	07/31/18 Regular Payroll (Earning	07/31/18	20,780.58		20,780.58
					Account Total	07/31/18	20,780.58	.00	20,780.58
990-1312-0000-6000-7100-000-90-0-0000 Supv Admin Sal,Unrest.,RO									
	PR19-00001			20180731-REG	07/31/18 Regular Payroll (Earning	07/31/18	16,585.17		16,585.17
					Account Total	07/31/18	16,585.17	.00	16,585.17
Total for Object 1000-Supv Admin Sal									
		<u>Starting Balance</u>		<u>+ Revenues</u>			<u>- Expenditures</u>		<u>= Calculated Ending Balance</u>
Prior									
Activity							39,849.19		39,849.19-
Total							39,849.19		39,849.19-

Object 2000 - Supv Admin Sal									
990-2310-0000-6000-2700-000-90-0-0000	Supv Admin Sal,Unrest.,RO								
	PR19-00001			20180731-REG	07/31/18 Regular Payroll (Earning	07/31/18	8,220.74		8,220.74
					Account Total	07/31/18	8,220.74	.00	8,220.74
990-2410-0000-6000-2700-000-90-0-0000 Clerical Sal,Unrest.,ROCP									
	PR19-00001			20180731-REG	07/31/18 Regular Payroll (Earning	07/31/18	7,301.83		7,301.83
					Account Total	07/31/18	7,301.83	.00	7,301.83
990-2428-0000-6000-2700-000-90-0-0000 Clerical Hr,Unrest.,ROCP									
	PR19-00001			20180731-REG	07/31/18 Regular Payroll (Earning	07/31/18	330.00		330.00
					Account Total	07/31/18	330.00	.00	330.00
Total for Object 2000-Clerical Hr									
		<u>Starting Balance</u>		<u>+ Revenues</u>			<u>- Expenditures</u>		<u>= Calculated Ending Balance</u>
Prior									
Activity							15,852.57		15,852.57-
Total							15,852.57		15,852.57-

Object 3000 - STRS Cert									
990-3101-0000-6000-1000-000-90-0-0000	STRS Cert,Unrest.,ROCP								

Selection Filtered by User Permissions, (Org = 79, Online/Offline = N, Fiscal Year = 2019, Start Date = 7/1/2018, End Date = 7/31/2018, Unposted JEs? = N, Actuals Only? = Y, Activity? = Y, Assets and Liabilities? = N, Restricted? = Y, Obj Digits = 1, Page Break Lvl =)

ESCAPE ONLINE

Ledger07a

Transaction Activity by Account

Activity for Dates 07/01/2018 to 07/31/2018 Fiscal Year 2018/19

Ref #	Payee/ Customer	Journal #	Check #	Batch #	Description	Trans	Debit	Credit	Debit - Credit
Object 3000 - STRS Cert									
990-3101-0000-6000-1000-000-90-0-0000 STRS Cert,Unrest.,ROCP									
	PR19-00001			20180731-REG	07/31/18 Regular Payroll (Contribu	07/31/18	404.31		404.31
					Account Total	07/31/18	404.31	.00	404.31
990-3101-0000-6000-2100-000-90-0-0000 STRS Cert,Unrest.,ROCP									
	PR19-00001			20180731-REG	07/31/18 Regular Payroll (Contribu	07/31/18	3,317.96		3,317.96
					Account Total	07/31/18	3,317.96	.00	3,317.96
990-3101-0000-6000-7100-000-90-0-0000 STRS Cert,Unrest.,ROCP									
	PR19-00001			20180731-REG	07/31/18 Regular Payroll (Contribu	07/31/18	2,672.94		2,672.94
					Account Total	07/31/18	2,672.94	.00	2,672.94
990-3202-0000-6000-2700-000-90-0-0000 PERS Class,Unrest.,ROCP									
	PR19-00001			20180731-REG	07/31/18 Regular Payroll (Contribu	07/31/18	2,803.69		2,803.69
					Account Total	07/31/18	2,803.69	.00	2,803.69
990-3312-0000-6000-2700-000-90-0-0000 OASDI Class,Unrest.,ROCP									
	PR19-00001			20180731-REG	07/31/18 Regular Payroll (Contribu	07/31/18	918.85		918.85
					Account Total	07/31/18	918.85	.00	918.85
990-3321-0000-6000-1000-000-90-0-0000 Medicare Cert,Unrest.,ROC									
	PR19-00001			20180731-REG	07/31/18 Regular Payroll (Contribu	07/31/18	36.01		36.01
					Account Total	07/31/18	36.01	.00	36.01
990-3321-0000-6000-2100-000-90-0-0000 Medicare Cert,Unrest.,ROC									
	PR19-00001			20180731-REG	07/31/18 Regular Payroll (Contribu	07/31/18	298.36		298.36
					Account Total	07/31/18	298.36	.00	298.36
990-3321-0000-6000-7100-000-90-0-0000 Medicare Cert,Unrest.,ROC									
	PR19-00001			20180731-REG	07/31/18 Regular Payroll (Contribu	07/31/18	235.83		235.83
					Account Total	07/31/18	235.83	.00	235.83
990-3322-0000-6000-2700-000-90-0-0000 Medicare Class,Unrest.,RO									
	PR19-00001			20180731-REG	07/31/18 Regular Payroll (Contribu	07/31/18	214.89		214.89
					Account Total	07/31/18	214.89	.00	214.89
990-3401-0000-6000-7100-000-90-0-0000 H&W Cert,Unrest.,ROCP									
	PR19-00001			20180731-REG	07/31/18 Regular Payroll (Contribu	07/31/18	156.22		156.22
					Account Total	07/31/18	156.22	.00	156.22
990-3501-0000-6000-1000-000-90-0-0000 SUI Cert,Unrest.,ROCP									
	PR19-00001			20180731-REG	07/31/18 Regular Payroll (Contribu	07/31/18	1.24		1.24
					Account Total	07/31/18	1.24	.00	1.24
990-3501-0000-6000-2100-000-90-0-0000 SUI Cert,Unrest.,ROCP									

Selection Filtered by User Permissions, (Org = 79, Online/Offline = N, Fiscal Year = 2019, Start Date = 7/1/2018, End Date = 7/31/2018, Unposted JEs? = N, Actuals Only? = Y, Activity? = Y, Assets and Liabilities? = N, Restricted? = Y, Obj Digits = 1, Page Break Lvl =)

ESCAPE ONLINE

Activity for Dates 07/01/2018 to 07/31/2018 Fiscal Year 2018/19

Ref #	Payee/ Customer	Journal #	Check #	Batch #	Description	Trans	Debit	Credit	Debit - Credit
Object 3000 - SUI Cert (continued)									
990-3501-0000-6000-2100-000-90-0-0000	SUI Cert,Unrest.,ROCP								
	PR19-00001			20180731-REG	07/31/18 Regular Payroll (Contribu	07/31/18	10.39		10.39
					Account Total	07/31/18	10.39	.00	10.39
990-3501-0000-6000-7100-000-90-0-0000	SUI Cert,Unrest.,ROCP								
	PR19-00001			20180731-REG	07/31/18 Regular Payroll (Contribu	07/31/18	8.23		8.23
					Account Total	07/31/18	8.23	.00	8.23
990-3502-0000-6000-2700-000-90-0-0000	SUI Class,Unrest.,ROCP								
	PR19-00001			20180731-REG	07/31/18 Regular Payroll (Contribu	07/31/18	7.60		7.60
					Account Total	07/31/18	7.60	.00	7.60
990-3601-0000-6000-1000-000-90-0-0000	Wk Comp Cert,Unrest.,ROCP								
	PR19-00001			20180731-REG	07/31/18 Regular Payroll (Contribu	07/31/18	90.15		90.15
					Account Total	07/31/18	90.15	.00	90.15
990-3601-0000-6000-2100-000-90-0-0000	Wk Comp Cert,Unrest.,ROCP								
	PR19-00001			20180731-REG	07/31/18 Regular Payroll (Contribu	07/31/18	754.34		754.34
					Account Total	07/31/18	754.34	.00	754.34
990-3601-0000-6000-7100-000-90-0-0000	Wk Comp Cert,Unrest.,ROCP								
	PR19-00001			20180731-REG	07/31/18 Regular Payroll (Contribu	07/31/18	602.04		602.04
					Account Total	07/31/18	602.04	.00	602.04
990-3602-0000-6000-2700-000-90-0-0000	Wk Comp Class,Unrest.,ROC								
	PR19-00001			20180731-REG	07/31/18 Regular Payroll (Contribu	07/31/18	575.45		575.45
					Account Total	07/31/18	575.45	.00	575.45

Total for Object 3000-Wk Comp Class				
	<u>Starting Balance</u>	<u>+ Revenues</u>	<u>- Expenditures</u>	<u>= Calculated Ending Balance</u>
Prior Activity			13,108.50	13,108.50-
Total			13,108.50	13,108.50-

Object 5000 - Contr.Services									
990-5830-0000-6000-2700-000-90-0-0000	Contr.Services,Unrest.,RO								
	Copower	EX19-00001	51095022	AP07252018B	Monthly Service Fee	07/25/18	15.00		15.00
	Invoiced /Received 07/19/2018		Payment /Receipt # JULY 19 2018						
					Account Total	07/31/18	15.00	.00	15.00

Object 9000 - Encum Res									
Selection	Filtered by User Permissions, (Org = 79, Online/Offline = N, Fiscal Year = 2019, Start Date = 7/1/2018, End Date = 7/31/2018, Unposted JEs? = N, Actuals Only? = Y, Activity? = Y, Assets and Liabilities? = N, Restricted? = Y, Obj Digits = 1, Page Break Lvl =)							ESCAPE	ONLINE
									Page 3 of 4

Activity for Dates 07/01/2018 to 07/31/2018									Fiscal Year 2018/19
Ref #	Payee/ Customer	Journal #	Check #	Batch #	Description	Trans	Debit	Credit	Debit - Credit
Object 9000 - Encum Res									
990-9720-	- - - - -	Encum Res,							
T19-00001	Worthington Direct	EN19-00001			Middle College Cabinets	07/25/18		1,183.03	1,183.03-
T19-00003	Apple Computers	EN19-00002			ER/AS/TVROP/Brown MC	07/25/18		2,182.82	2,182.82-
T19-00002	Professional Police Supp	EN19-00003			ER/AS/TVROP/Nakisha Harris, Cr	07/25/18		3,732.09	3,732.09-
T19-00010	Amazon.com Corporate	EN19-00004			ER/AS/TVROP Amazon Blanket P	07/25/18		5,000.00	5,000.00-
T19-00004	Hilton San Diego	EN19-00005			ER/AS/TVROP MC Summer Institi	07/25/18		2,546.62	2,546.62-
T19-00005	Cengage Learning	EN19-00006			ER/AS/TVROP/Tami Raaker Spor	07/25/18		2,265.75	2,265.75-
T19-00006	Harris School Solutions	EN19-00007			ER/AS/TVROP Software Maintena	07/25/18		7,157.57	7,157.57-
T19-00007	California School Boards	EN19-00008			ER/AS/TVROP CSBA/ELA Membr	07/25/18		1,438.00	1,438.00-
T19-00008	Keenan Associates	EN19-00009			ER/AS/TVROP East Bay Schools	07/25/18		18,347.00	18,347.00-
T19-00009	Livermore Airway Busine	EN19-00010			ER/AS/TVROP Records Storage	07/25/18		4,500.00	4,500.00-
T19-00011	School Datebooks, Inc.	EN19-00011			ER/AS/TVROP MC Amy Brown 1	07/25/18		538.96	538.96-
T19-00012	US Bank	EN19-00012			ER/AS/ TVROP US Bank Blanket	07/25/18		7,500.00	7,500.00-
T19-00013	QES Computers	EN19-00013			ER/AS/TVROP MS Office Softwar	07/25/18		128.92	128.92-
T19-00014	QES Computers	EN19-00014			ER/AS/TVROP	07/25/18		654.41	654.41-
T19-00015	Office Depot	EN19-00015			ER/AS/TVROP Office Depot Blank	07/25/18		10,000.00	10,000.00-
T19-00016	Pocket Nurse	EN19-00016			ER/AS/Blanket PO Pocket Nurse I	07/25/18		100.00	100.00-
T19-00017	Pleasanton Unified Schc	EN19-00017			ER/AS/TVROP PUSD Graphics N.	07/25/18		200.00	200.00-
T19-00018	Office Depot	EN19-00018			ER/AS/TVROP Office Depot Blank	07/25/18		400.00	400.00-
T19-00019	Amazon.com Corporate	EN19-00019			ER/AS/TVROP Amazon blanket P	07/25/18		400.00	400.00-
T19-00020	California Coalition of E:	EN19-00020			ER/AS/TVROP CCEMC Summit C	07/25/18		2,500.00	2,500.00-
T19-00021	Life-Assist Inc	EN19-00021			ER/AS/TVROP Sara Beyne Med. i	07/25/18		407.07	407.07-
T19-00022	California School Boards	EN19-00022			Annual CSBA Conference	07/26/18		1,755.00	1,755.00-
T19-00023	California School Boards	EN19-00023			Admin use for Board Agendas	07/26/18		1,000.00	1,000.00-
		PR19-00003			Salary Encumbrance between 08/1	07/31/18		2,408,570.96	2,408,570.96-
					Activity Subtotal		.00	2,482,508.20	2,482,508.20-
					Account Total	07/31/18	.00	2,482,508.20	2,482,508.20-

Total for Org 079-Tri-Valley Regional Occupational Program				
	<u>Starting Balance</u>	<u>+ Revenues</u>	<u>- Expenditures</u>	<u>= Calculated Ending Balance</u>
Prior Activity			68,825.26	68,825.26-
Total			68,825.26	68,825.26-



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
AUGUST 22, 2018

CONSENT CALENDAR – MOTION – 5.3

AGENDA ITEM:

5.3– Approval of Purchase Order Summary – June 1 – July 31, 2018

RECOMMENDED ACTION:

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

BACKGROUND:

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

FISCAL IMPACT:

Total funds encumbered for this period are \$66,666.32

SUPPORTING DOCUMENTS:

- Purchase Order Summary, June 2018
- Purchase Order Summary, July 2018

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>
R18321	PROFESSIONAL POLICE SUPPLY INC	SPALASSO/HARRIS/ROP	Materials & Supplies	06/01/2018	1,244.10
R18322	DOMS OUTDOOR OUTFITTERS	Rutledge	Materials & Supplies	06/01/2018	750.00
R18323	CALIF DECA	DENHARTOG/HUNKEN/TVROP	Travel & Conferences	06/20/2018	273.13
R18324	SOUTHWEST AIRLINES	BROWN/HUNKEN/TVROP	Travel & Conferences	06/20/2018	721.05
				Grand Total:	<u><u>2,988.28</u></u>

Includes Purchase Orders dated 07/01/2018 - 06/30/2019

PO Number	Vendor Name	Loc	Description	Order Amount	
T19-00001	Worthington Direct	Mid College	Middle College Cabinets	1,183.03	
T19-00002	Professional Police Supply Inc	Off Site	ER/AS/TVROP/Nakisha Harris, Criminal Justice	3,732.09	
T19-00003	Apple Computers	Off Site	ER/AS/TVROP/Brown MC	2,182.82	
T19-00004	Hilton San Diego	Off Site	ER/AS/TVROP MC Summer Institute 2018	2,546.62	
T19-00005	Cengage Learning	Off Site	ER/AS/TVROP/Tami Raaker Sports Ent. Mktg PUSD	2,265.75	
T19-00006	Harris School Solutions	Off Site	ER/AS/TVROP Software Maintenance 18/19	6,551.55	
T19-00007	California School Boards Assoc Csba	Off Site	ER/AS/TVROP CSBA/ELA Memberships 18/19	1,438.00	
T19-00008	Keenan Associates	Off Site	ER/AS/TVROP East Bay Schools Insurance Group	18,347.00	
T19-00009	Livermore Airway Business Park	Off Site	ER/AS/TVROP Records Storage	4,500.00	
T19-00010	Amazon.com Corporate Credit	Off Site	ER/AS/TVROP Amazon Blanket PO	5,000.00	
T19-00011	School Datebooks, Inc.	Off Site	ER/AS/TVROP MC Amy Brown 1 yr contract FY 18/19	490.36	
T19-00012	US Bank	Off Site	ER/AS/ TVROP US Bank Blanket PO	7,500.00	
T19-00013	QES Computers	Off Site	ER/AS/TVROP MS Office Software- Admin	128.92	
T19-00014	QES Computers	Off Site	ER/AS/TVROP	654.41	
T19-00015	Office Depot	Off Site	ER/AS/TVROP Office Depot Blanket PO	395.42	
T19-00016	Pocket Nurse	Off Site	ER/AS/Blanket PO Pocket Nurse Nancy McNeil	100.00	
T19-00017	Pleasanton Unified School Dist	Off Site	ER/AS/TVROP PUSD Graphics Nancy McNeil	200.00	
T19-00018	Office Depot	Off Site	ER/AS/TVROP Office Depot Blanket PO Nancy McNeil	400.00	
T19-00019	Amazon.com Corporate Credit	Off Site	ER/AS/TVROP Amazon blanket PO Nancy McNeil	400.00	
T19-00020	California Coalition of Early and Middle Colleges	Off Site	ER/AS/TVROP CCEMC Summit Colette Ray	2,500.00	
T19-00021	Life-Assist Inc	Off Site	ER/AS/TVROP Sara Beyne Med. Occ. supplies	407.07	
T19-00022	California School Boards Assoc Csba	Off Site	Annual CSBA Conference	1,755.00	
T19-00023	California School Boards Assoc Csba	Off Site	Admin use for Board Agendas	1,000.00	
Total Number of POs			23	Total	63,678.04

Fund Recap

Fund	Description	PO Count	Amount
990	General Fund	23	63,678.04

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
AUGUST 22, 2018

CONSENT - RESOLUTION - 5.4

AGENDA ITEM:

5.4 - Resolution No. 2018-19.1 - Signature Card - Authorized Agents Payroll Warrants and Disbursements

RECOMMENDED ACTION:

As part of the Consent Calendar, Approve Resolution No. 2018-19.1

BACKGROUND:

California Education Code Sections 42632, 42601 allow the Governing Board to authorize a person or persons to sign on its behalf. Persons named on Resolution No. 2018-19.1 are authorized by the Board of Education to sign warrants and approval of payments on behalf of the District. Resolution No. 2018-19.1 supersedes all prior resolutions naming authorized signers for the District.

FISCAL IMPACT:

None

SUPPORTING DOCUMENTS:

- Resolution No. 2018-19.1 - Signature Card - Authorized Agents Payroll Warrants and Disbursements

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

**RESOLUTION NO. 2018-19.1
SIGNATURE CARD – AUTHORIZED AGENTS
PAYROLL WARRANTS & DISBURSEMENTS**

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

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

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

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

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

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

3. _____ **Suzanne Smith**
Signature Type Name
Coordinator, Program Services
Title

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

PASSED AND ADOPTED this 22th day of August, 2018, by the Joint Powers Governing Board of the Tri-Valley Regional Occupational Program, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dan Cunningham, Chairperson
Joint Powers Governing Board

I, Julie Duncan, Secretary to the TVROP Joint Powers Governing Board, do hereby certify that the foregoing resolution was regularly introduced, passed, and adopted by the Board during its meeting held August 22, 2018.

Julie Duncan, Secretary
Joint Powers Governing Board



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
AUGUST 22, 2018

CONSENT – RESOLUTION – 5.5

AGENDA ITEM:

5.5 – Resolution No. 2018-19.2 – Authorization for Bank Signatures

RECOMMENDED ACTION:

As part of the Consent Calendar, Approve Resolution No. 2018-19.2

BACKGROUND:

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

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

FISCAL IMPACT:

None

SUPPORTING DOCUMENTS:

- Resolution No. 2018-19.2 – Authorization for Bank Signatures

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

**RESOLUTION NO. 2018-19.2
AUTHORIZATION FOR BANK SIGNATURES**

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

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

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

WHEREAS, contracting authorization/requirements includes the following:

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

NOW, THEREFORE, BE IT RESOLVED that the individuals now or subsequently hold the following positions for the Tri-Valley Regional Occupational Program.

Superintendent, Julie Duncan

Director of College and Career Readiness, Amy Robbins

Program Coordinator, Suzanne Smith

Assistant Superintendent of Business Services, Susan Kinder of LVJUSD are authorized by the Joint Powers Governing Board of the TVROP to enter into any contract with Bank of the West relating to any deposit, which in his/her judgment is to the public advantage;

PASSED AND ADOPTED this 22nd day of August, 2018, by the Joint Powers Governing Board of the Tri-Valley Regional Occupational Program, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dan Cunningham, Chairperson
Joint Powers Governing Board

I, Julie Duncan, Secretary to the TVROP Joint Powers Governing Board, do hereby certify that the foregoing resolution was regularly introduced, passed, and adopted by the Board during its meeting held August 22, 2018.

Julie Duncan, Secretary
Joint Powers Governing Board



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
AUGUST 22, 2018

CONSENT - RESOLUTION - 5.6

AGENDA ITEM:

5.6 - Resolution No. 2018-19.3 - Appointment of Authorized Agents for State and Federal Applications

RECOMMENDED ACTION:

As part of the Consent Calendar, approve Resolution No. 2018-19.3

BACKGROUND:

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

FISCAL IMPACT:

None

SUPPORTING DOCUMENTS:

- Resolution No. 2018-19.3 – Appointment of Authorized Agents for State and Federal Applications

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

**RESOLUTION NO. 2018-19.2
AUTHORIZATION FOR BANK SIGNATURES**

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

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

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

WHEREAS, contracting authorization/requirements includes the following:

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

NOW, THEREFORE, BE IT RESOLVED that the individuals now or subsequently hold the following positions for the Tri-Valley Regional Occupational Program.

Superintendent, Julie Duncan

Director of College and Career Readiness, Amy Robbins

Program Coordinator, Suzanne Smith

Assistant Superintendent of Business Services, Susan Kinder of LVJUSD are authorized by the Joint Powers Governing Board of the TVROP to enter into any contract with Bank of the West relating to any deposit, which in his/her judgment is to the public advantage;

PASSED AND ADOPTED this 22nd day of August, 2018, by the Joint Powers Governing Board of the Tri-Valley Regional Occupational Program, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dan Cunningham, Chairperson
Joint Powers Governing Board

I, Julie Duncan, Secretary to the TVROP Joint Powers Governing Board, do hereby certify that the foregoing resolution was regularly introduced, passed, and adopted by the Board during its meeting held August 22, 2018.

Julie Duncan, Secretary
Joint Powers Governing Board



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
AUGUST 22, 2018

CONSENT - RESOLUTION - 5.7

AGENDA ITEM:

5.7 - Resolution No. 2018-19.4 - Budget Transfers of Funds - Revenues and Expenditures

RECOMMENDED ACTION:

As part of the Consent Calendar, Approve Resolution No. 2018-19.4

BACKGROUND:

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

FISCAL IMPACT:

None

SUPPORTING DOCUMENTS:

- Resolution No. 2018-19.4 - Budget Transfers of Funds - Revenues and Expenditures

TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM

RESOLUTION NO. 2018-19.4

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

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

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

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

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

Name/Title:

Julie Duncan
Superintendent

Amy Robbins
Director of College &
Career Readiness

Suzanne Smith
Program
Coordinator

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

PASSED AND ADOPTED this 22nd day of August, 2018 by the Joint Powers Governing Board of the Tri-Valley Regional Occupational Program, of Alameda County, State of California.

AYES:

NOES:

ABSENT:

ABSTAIN:

Dan Cunningham, Chairperson
Joint Powers Governing Board

I, Julie Duncan, Secretary of the JPA Board of the TRI-VALLEY REGIONAL OCCUPATIONAL CENER/PROGRAM, do hereby certify that the foregoing resolution was regularly introduced, passed, and adopted by the JPA Board at its meeting held on August 22, 2018.

Julie Duncan, Secretary
Joint Powers Governing Board



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
AUGUST 22, 2018

CONSENT - RESOLUTION - 5.8

AGENDA ITEM:

5.8 - Resolution No. 2018-19.5 - Delegation of Authority

RECOMMENDED ACTION:

As part of the Consent Calendar, Approve Resolution No. 2018-19.5

BACKGROUND:

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

FISCAL IMPACT:

None

SUPPORTING DOCUMENTS:

- Resolution No. 2018-19.5 - Delegation of Authority

**TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
RESOLUTION NO. 2018-19.5
DELEGATION OF AUTHORITY**

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED that:

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

PASSED AND ADOPTED this 22nd day of August, 2018 by the Joint Powers Governing Board of the Tri-Valley Regional Occupational Program, of Alameda County, State of California.

AYES:

NOES:

ABSENT:

ABSTAIN:

Dan Cunningham, Chairperson
Joint Powers Governing Board

I, Julie Duncan, Secretary of the JPA Board of the TRI-VALLEY REGIONAL OCCUPATIONAL CENER/PROGRAM, do hereby certify that the foregoing resolution was regularly introduced, passed, and adopted by the JPA Board at its meeting held on August 22, 2018.

Julie Duncan, Secretary
Joint Powers Governing Board



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
AUGUST 22, 2018

CONSENT – RESOLUTION – 5.9

AGENDA ITEM:

5.9 – Resolution No. 2018-19.6 - Authorized Agents for Official Documents and Reports

RECOMMENDED ACTION:

As part of the Consent Calendar, Approve Resolution No. 2018-19.6

BACKGROUND:

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

Resolution No. 2018-19.6 names authorized signers for Tri-Valley Regional Occupational Program.

FISCAL IMPACT:

None

SUPPORTING DOCUMENTS:

- Resolution No. 2018-19.6 – Authorized Agents for Official Documents and Reports

PASSED AND ADOPTED this 22nd day of August, 2018, by the Joint Powers Governing Board of the Tri-Valley Regional Occupational Program, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Chairperson, Joint Powers Governing Board

I, Julie Duncan, Secretary to the TVROP Joint Powers Governing Board, do hereby certify that the foregoing resolution was regularly introduced, passed, and adopted by the Board during its meeting held August 22, 2018.

Julie Duncan, Secretary to the Board, TVROP



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
August 22, 2018

INFORMATION ITEM – 7.1

AGENDA ITEM:

7.1 – Middle College High School at Las Positas College Update

INFORMATIONAL BACKGROUND:

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

The presentation will cover the following areas:

- Celebration of the Class of 2018
- Post-secondary plans
- Incoming cohort registration and program enrollment
- Office relocation
- Upcoming events for 2018-2019

SUPPORTING DOCUMENTS:

None



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
August 22, 2018

ACTION ITEM – 7.2

AGENDA ITEM:

7.2 – Approval of the 2017-2018 Unaudited Actuals

RECOMMENDED ACTION:

Approve as presented; the 2017-2018 Unaudited Actuals

BACKGROUND:

The 2017-2018 Unaudited Actuals are being submitted to the Board for review and approval. The Unaudited Actuals show the revenue and expenditures for the prior fiscal year and are submitted to the Alameda County Office of Education and then on to the California Department of Education for inspection and approval.

FISCAL IMPACT:

None

SUPPORTING DOCUMENTS:

- Tri-Valley Regional Occupational Program 2017-2018 Unaudited Actuals Summary
- Joint Powers Agency Certification
- General Fund Expenditures
- Restricted Balance Detail
- Federal Grant Awards
- State Awards
- Schedule of Capital Assets
- Schedule of Long-Term Liabilities

Moved by:

Seconded by:

Passed by:

TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM

2017-2018

Unaudited Actuals

The 2017-2018 unaudited actuals are submitted to the Board of Education as required by the State of California. These reports show all revenues, expenditures, and fund balances for the Tri-Valley ROP for the fiscal year ending June 30, 2018. The financial statements will be reviewed by an independent audit firm which will provide an Independent Audit Report by December 15, 2018.

Revenue

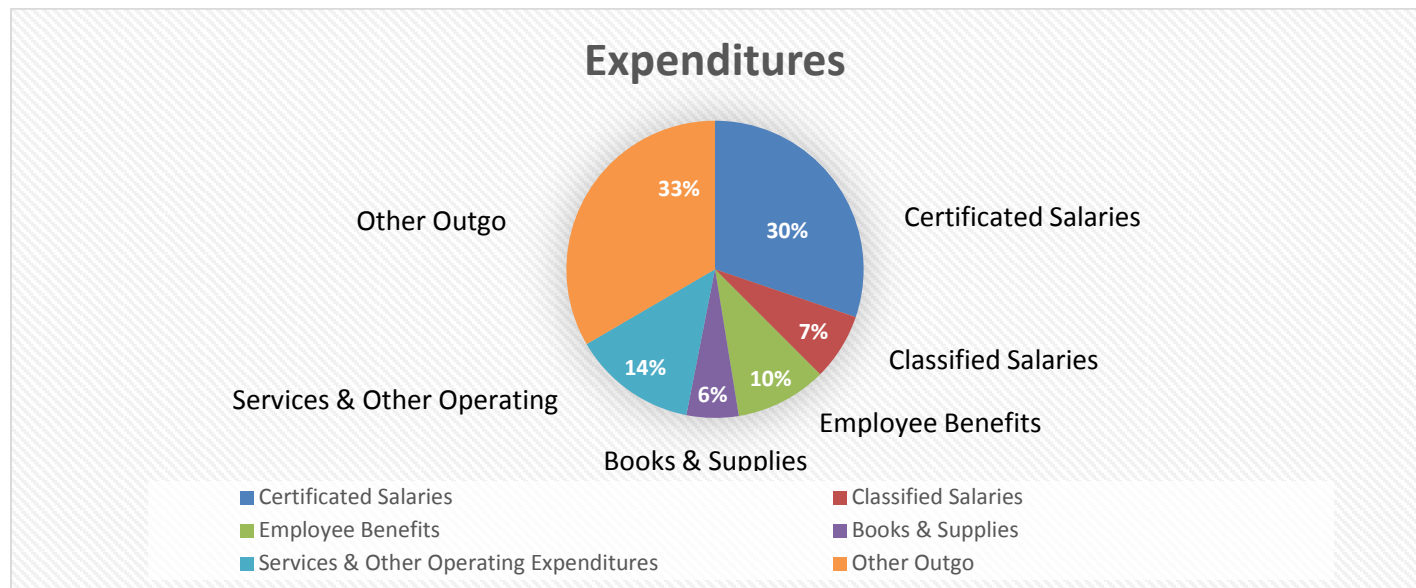
	2017-2018 Estimated Revenue		2017-2018 Unaudited Revenue		Change
Federal	\$	194,525	\$	194,525	\$ -
State	\$	2,492,510	\$	2,311,893	\$ (180,617)
Local	\$	3,399,955	\$	3,486,951	\$ 86,996
Total Revenue	\$	6,086,990	\$	5,993,368	\$ (93,622)

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

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

Expenditures

Category	2017-2018 Estimated Expenditures	2017-2018 Unaudited Expenditures	Change
Certificated Salaries	\$ 2,008,011	\$ 1,958,242	\$ (49,769)
Classified Salaries	\$ 477,965	\$ 472,481	\$ (5,484)
Employee Benefits	\$ 809,613	\$ 644,273	\$ (165,340)
Book & Supplies	\$ 559,045	\$ 366,751	\$ (192,294)
Services & Other Operating Expenditures	\$ 1,036,185	\$ 875,973	\$ (160,212)
Other Outgo	\$ 2,164,710	\$ 2,164,710	\$ -
TOTAL	\$ 7,055,529	\$ 6,482,430	\$ (573,099)



Total expenditures came in lower than projected. Employee Benefits were lower due to the STRS On-Behalf calculation, which is offset by a decrease in state revenue. Books & Supplies and Services & Other Operating Expenditures were lower due to class allocations not being fully expended.

Ending Fund Balance

Tri-Valley ROP's ending fund balanced for 2017-2018 is \$1,634,131. Of this, \$20,000 is set aside for revolving cash, \$36,420 is for restricted programs, \$324,122 is the required 5% reserve for economic uncertainties, and the remaining \$1,253,588 is unallocated at this time and can be used for future purposes.

UNAUDITED ACTUAL FINANCIAL REPORT:

To the County Superintendent of Schools:

2017-18 UNAUDITED ACTUAL FINANCIAL REPORT. This report was prepared in accordance with Education Code Section 41010 and is hereby approved and filed by the governing board of the JPA pursuant to Education Code sections 41023 and 42100.

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

Date of Meeting: Aug 22, 2018

To the Superintendent of Public Instruction:

2017-18 UNAUDITED ACTUAL FINANCIAL REPORT. This report has been verified for accuracy by the County Superintendent of Schools pursuant to Education Code sections 41023 and 42100.

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

Date: _____

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

For County Office of Education:

For JPA:

Shirene Moreira
Name
Director II, District Advisory Services
Title
510-670-4192
Telephone
smoreira@acoe.org
E-mail Address

Teresa Fiscus
Name
Director of Fiscal Services
Title
925-606-3253
Telephone
tfiscus@lvjUSD.k12.ca.us
E-mail Address

REQUEST FOR AN APPROVED INDIRECT COST RATE:

JPAs do not receive an approved indirect cost rate unless specifically requested.

(N) Do you want an approved indirect cost rate for use with 2019-20 programs? (Yes/No)

Description	Resource Codes	Object Codes	2017-18 Unaudited 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	2,311,893.00	1,643,826.00	-28.9%
4) Other Local Revenue		8600-8799	3,486,950.36	3,935,087.00	12.9%
5) TOTAL, REVENUES			5,993,368.36	5,578,913.00	-6.9%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	1,958,241.99	1,920,574.00	-1.9%
2) Classified Salaries		2000-2999	472,480.63	416,858.00	-11.8%
3) Employee Benefits		3000-3999	644,273.14	849,537.00	31.9%
4) Books and Supplies		4000-4999	366,751.44	227,834.00	-37.9%
5) Services and Other Operating Expenditures		5000-5999	875,972.49	877,161.00	0.1%
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			6,482,429.69	5,590,790.00	-13.8%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(489,061.33)	(11,877.00)	-97.6%
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 Unaudited Actuals	2018-19 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(489,061.33)	(11,877.00)	-97.6%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	2,123,192.36	1,634,131.03	-23.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			2,123,192.36	1,634,131.03	-23.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			2,123,192.36	1,634,131.03	-23.0%
2) Ending Balance, June 30 (E + F1e)			1,634,131.03	1,622,254.03	-0.7%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	20,000.00	20,000.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted					
		9740	36,420.83	36,420.83	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	324,122.00	279,540.00	-13.8%
Unassigned/Unappropriated Amount		9790	1,253,588.20	1,286,293.20	2.6%

Description	Resource Codes	Object Codes	2017-18 Unaudited Actuals	2018-19 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	3,704,836.14		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	20,000.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	1,614,612.85		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			5,339,448.99		
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	2,356,779.18		
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	1,348,538.78		
6) TOTAL, LIABILITIES			3,705,317.96		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (must agree with line F2) (G9 + H2) - (I6 + J2)			1,634,131.03		

Description	Resource Codes	Object Codes	2017-18 Unaudited 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	147,183.00	345,000.00	134.4%
TOTAL, OTHER STATE REVENUE			2,311,893.00	1,643,826.00	-26.9%
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 Unaudited Actuals	2018-19 Budget	Percent Difference
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	36,569.15	13,000.00	-64.5%
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	504,128.41	229,579.00	-54.5%
Other Local Revenue					
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.0%
All Other Local Revenue		8699	60,906.80	45,000.00	-26.1%
Tuition		8710	0.00	0.00	0.0%
All Other Transfers In		8781-8783	2,885,346.00	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			3,486,950.36	3,935,087.00	12.9%
TOTAL, REVENUES			5,993,368.36	5,578,913.00	-6.9%

Description	Resource Codes	Object Codes	2017-18 Unaudited Actuals	2018-19 Budget	Percent Difference
CERTIFICATED SALARIES					
Certificated Teachers' Salaries		1100	1,480,903.88	1,434,081.00	-3.2%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	477,338.11	486,493.00	1.9%
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			1,958,241.99	1,920,574.00	-1.9%
CLASSIFIED SALARIES					
Classified Instructional Salaries		2100	3,131.58	0.00	-100.0%
Classified Support Salaries		2200	249,680.69	199,298.00	-20.2%
Classified Supervisors' and Administrators' Salaries		2300	98,648.88	98,649.00	0.0%
Clerical, Technical and Office Salaries		2400	104,725.69	110,611.00	5.6%
Other Classified Salaries		2900	16,293.79	8,300.00	-49.1%
TOTAL, CLASSIFIED SALARIES			472,480.63	416,858.00	-11.8%
EMPLOYEE BENEFITS					
STRS		3101-3102	403,272.64	617,172.00	53.0%
PERS		3201-3202	79,808.26	86,525.00	8.4%
OASDI/Medicare/Alternative		3301-3302	66,910.36	60,179.00	-10.1%
Health and Welfare Benefits		3401-3402	1,874.64	1,875.00	0.0%
Unemployment Insurance		3501-3502	4,546.55	1,135.00	-75.0%
Workers' Compensation		3601-3602	87,860.69	82,651.00	-5.9%
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			644,273.14	849,537.00	31.9%
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	288,120.61	221,334.00	-23.2%
Noncapitalized Equipment		4400	78,630.83	6,500.00	-91.7%
Food		4700	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			366,751.44	227,834.00	-37.9%

Description	Resource Codes	Object Codes	2017-18 Unaudited 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	51,420.15	49,475.00	-3.8%
Dues and Memberships		5300	13,453.56	15,000.00	11.5%
Insurance		5400-5450	16,813.00	16,000.00	-4.8%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	26,191.67	22,500.00	-14.1%
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	757,384.03	761,186.00	0.5%
Communications		5900	10,710.08	13,000.00	21.4%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			875,972.49	877,161.00	0.1%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2017-18 Unaudited 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			6,482,429.69	5,590,790.00	-13.8%

Description	Resource Codes	Object Codes	2017-18 Unaudited 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 Unaudited 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	2,311,893.00	1,643,826.00	-28.9%
4) Other Local Revenue		8600-8799	3,486,950.36	3,935,087.00	12.9%
5) TOTAL, REVENUES			5,993,368.36	5,578,913.00	-6.9%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		1,883,204.59	2,156,776.00	14.5%
2) Instruction - Related Services	2000-2999		1,030,549.98	885,908.00	-14.0%
3) Pupil Services	3000-3999		316,834.05	258,880.00	-18.3%
4) Ancillary Services	4000-4999		833,437.88	739,764.00	-11.2%
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		253,693.19	250,636.00	-1.2%
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			6,482,429.69	5,590,790.00	-13.8%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(489,061.33)	(11,877.00)	-97.6%
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 Unaudited Actuals	2018-19 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(489,061.33)	(11,877.00)	-97.6%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	2,123,192.36	1,634,131.03	-23.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			2,123,192.36	1,634,131.03	-23.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			2,123,192.36	1,634,131.03	-23.0%
2) Ending Balance, June 30 (E + F1e)			1,634,131.03	1,622,254.03	-0.7%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	20,000.00	20,000.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			36,420.83	36,420.83	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	324,122.00	279,540.00	-13.8%
Unassigned/Unappropriated Amount		9790	1,253,588.20	1,286,293.20	2.6%

Resource	Description	2017-18 Unaudited Actuals	2018-19 Budget
6391	Adult Education Block Grant Program	23,304.78	23,304.78
9010	Other Restricted Local	13,116.05	13,116.05
Total, Restricted Balance		36,420.83	36,420.83

2017-18 Unaudited Actuals
FEDERAL GRANT AWARDS,
REVENUES, AND EXPENDITURES - ALL FUNDS
SCHEDULE FOR CATEGORICALS SUBJECT TO DEFERRAL OF UNEARNED REVENUES

FEDERAL PROGRAM NAME	Perkins	TOTAL
FEDERAL CATALOG NUMBER		
RESOURCE CODE	3555	
REVENUE OBJECT	8290	
LOCAL DESCRIPTION (if any)	9990135551	
AWARD		
1. Prior Year Carryover	0.00	0.00
2. a. Current Year Award	194,525.00	194,525.00
b. Transferability (ESSA)		0.00
c. Other Adjustments		0.00
d. Adj Curr Yr Award (sum lines 2a, 2b, & 2c)	194,525.00	194,525.00
3. Required Matching Funds/Other		0.00
4. Total Available Award (sum lines 1, 2d, & 3)	194,525.00	194,525.00
REVENUES		
5. Unearned Revenue Deferred from Prior Year		0.00
6. Cash Received in Current Year	56,795.44	56,795.44
7. Contributed Matching Funds		0.00
8. Total Available (sum lines 5, 6, & 7)	56,795.44	56,795.44
EXPENDITURES		
9. Donor-Authorized Expenditures	194,525.00	194,525.00
10. Non Donor-Authorized Expenditures		0.00
11. Total Expenditures (lines 9 & 10)	194,525.00	194,525.00
12. Amounts Included in Line 6 above for Prior Year Adjustments		0.00
13. Calculation of Unearned Revenue or A/P, & A/R amounts (line 8 minus line 9 plus line 12)	(137,729.56)	(137,729.56)
a. Unearned Revenue		0.00
b. Accounts Payable		0.00
c. Accounts Receivable	137,729.56	137,729.56
14. Unused Grant Award Calculation (line 4 minus line 9)	0.00	0.00
15. If Carryover is allowed, enter line 14 amount here		0.00
16. Reconciliation of Revenue (line 5 plus line 6 minus line 13a minus line 13b plus line 13c)	194,525.00	194,525.00

2017-18 Unaudited Actuals
STATE AWARDS,
REVENUES, AND EXPENDITURES - ALL FUNDS
SCHEDULE FOR CATEGORICALS SUBJECT TO RESTRICTED ENDING BALANCES

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

	Unaudited Balance July 1	Audit Adjustments/ Restatements	Audited Balance July 1	Increases	Decreases	Ending Balance June 30
Governmental Activities:						
Capital assets not being depreciated:						
Land			0.00			0.00
Work in Progress			0.00			0.00
Total capital assets not being depreciated	0.00	0.00	0.00	0.00	0.00	0.00
Capital assets being depreciated:						
Land Improvements			0.00			0.00
Buildings	285,140.00		285,140.00			285,140.00
Equipment	123,664.00		123,664.00			123,664.00
Total capital assets being depreciated	408,804.00	0.00	408,804.00	0.00	0.00	408,804.00
Accumulated Depreciation for:						
Land Improvements			0.00			0.00
Buildings	(114,055.00)		(114,055.00)	(19,009.00)		(133,064.00)
Equipment	(96,306.00)	(298.00)	(96,604.00)	(9,375.00)		(105,979.00)
Total accumulated depreciation	(210,361.00)	(298.00)	(210,659.00)	(28,384.00)	0.00	(239,043.00)
Total capital assets being depreciated, net	198,443.00	(298.00)	198,145.00	(28,384.00)	0.00	169,761.00
Governmental activity capital assets, net	198,443.00	(298.00)	198,145.00	(28,384.00)	0.00	169,761.00
Business-Type Activities:						
Capital assets not being depreciated:						
Land			0.00			0.00
Work in Progress			0.00			0.00
Total capital assets not being depreciated	0.00	0.00	0.00	0.00	0.00	0.00
Capital assets being depreciated:						
Land Improvements			0.00			0.00
Buildings			0.00			0.00
Equipment			0.00			0.00
Total capital assets being depreciated	0.00	0.00	0.00	0.00	0.00	0.00
Accumulated Depreciation for:						
Land Improvements			0.00			0.00
Buildings			0.00			0.00
Equipment			0.00			0.00
Total accumulated depreciation	0.00	0.00	0.00	0.00	0.00	0.00
Total capital assets being depreciated, net	0.00	0.00	0.00	0.00	0.00	0.00
Business-type activity capital assets, net	0.00	0.00	0.00	0.00	0.00	0.00

Unaudited Actuals
2017-18 Unaudited Actuals
Schedule of Long-Term Liabilities

	Unaudited Balance July 1	Audit Adjustments/ Restatements	Audited Balance July 1	Increases	Decreases	Ending Balance June 30	Amounts Due Within One Year
Governmental Activities:							
General Obligation Bonds Payable			0.00			0.00	
State School Building Loans Payable			0.00			0.00	
Certificates of Participation Payable			0.00			0.00	
Capital Leases Payable	12,997.00		12,997.00		5,386.00	7,611.00	
Lease Revenue Bonds Payable			0.00			0.00	
Other General Long-Term Debt			0.00			0.00	
Net Pension Liability	2,981,572.00		2,981,572.00			2,981,572.00	
Total/Net OPEB Liability			0.00			0.00	
Compensated Absences Payable	4,066.00	1,610.00	5,676.00			5,676.00	
Governmental activities long-term liabilities	2,998,635.00	1,610.00	3,000,245.00	0.00	5,386.00	2,994,859.00	0.00
Business-Type Activities:							
General Obligation Bonds Payable			0.00			0.00	
State School Building Loans Payable			0.00			0.00	
Certificates of Participation Payable			0.00			0.00	
Capital Leases Payable			0.00			0.00	
Lease Revenue Bonds Payable			0.00			0.00	
Other General Long-Term Debt			0.00			0.00	
Net Pension Liability			0.00			0.00	
Total/Net OPEB Liability			0.00			0.00	
Compensated Absences Payable			0.00			0.00	
Business-type activities long-term liabilities	0.00	0.00	0.00	0.00	0.00	0.00	0.00



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
August 22, 2018

ACTION ITEM – 7.3

AGENDA ITEM:

7.3 – Approval of Personnel Document #082218

RECOMMENDED ACTION:

Approve Personnel Document #082218, 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 #082218

TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM

Name / FTE	Description / Location	Effective Date	Superintendent's Recommendation
<u>2018-2019 CERTIFICATED MANAGEMENT - Resignation</u>			
Heather Morelli 1.0	Coordinator, Program Services	7/20/2018	Approve
<u>2018-2019 CERTIFICATED MANAGEMENT - Hire, Temporary</u>			
Suzanne Smith 1.0	Coordinator, Program Services	8/01/2018	Approve
<u>2018-2019 CERTIFICATED - Hire, Temporary</u>			
Edward Perea .50	Criminal Justice Livermore	8/20/2018	Approve
<u>2018-2019 CLASSIFIED - Resignation</u>			
Solana Olsen 1.0	College & Career Specialist FHS	8/1/2018	Approve
<u>2018-2019 CLASSIFIED - Vacancy</u>			
TBA .50	College & Career Specialist FHS	8/1/2018	Approve