



Tri-Valley Regional Occupational Program
1040 Florence Road, Livermore, CA 94550
Ph. (925) 455-4800 - Fax (925) 449-9126

JOINT POWERS GOVERNING BOARD

Regular Board Meeting of September 9, 2020

5:30 p.m. Closed Session

6:00 p.m. Open Session

Meeting to be conducted in compliance with Executive Orders, N-29-20 and N-35-20

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

Public access to meeting, please connect using link below:

<https://trivalleyrop.webex.com/trivalleyrop/onstage/g.php?MTID=e171fb5a362779524926582342e7e266b>

In compliance with Executive Orders N-29-20 and N-35-20 issued by Governor Newsom on March 12 and 21 respectively, the September 9, 2020 JPGB Meeting will be conducted via WebEx and telephonically. Please use link above to connect. In compliance with the Executive Order, Board Members, interested parties, and members of the public will be able to listen in to the meeting.

PUBLIC COMMENT – Members of the public may submit comments on items on the agenda, and any item within the jurisdiction of the Board in the following manner: By email to **Board Questions** prior to Call to Order, at the following address, lhansen@tvrop.org. Please note the item number you are addressing in the subject line of the email, and write your comment or question in the body of the email.

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

Amy Miller, Chairperson
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milleramy@dublinusd.org

Member District: Dublin USD

Emily Prusso, Vice Chairperson
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Member District:

Livermore Valley Joint USD

Mark Miller, Trustee
(925) 640-1919

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Member District: Pleasanton USD

Julie Duncan, Superintendent
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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 – 5:30 p.m.**

2. **PUBLIC COMMENT** on posted closed session items only
Members of the public may submit comments on closed session items on the agenda in the following manner: By email to **Board Questions** prior to Call to Order, at the following address, lhansen@tvrop.org. Please note the item number you are addressing in the subject line of the email, and write your comment or question in the body of the email.

3. **ADJOURN TO CLOSED SESSION**
 - A. **Public Employee – Pursuant to Government Code §54957**
Discipline/Dismissal/Release/Leave/Employment/Retirement

4. **RECONVENE IN OPEN SESSION – 6:00 p.m.**
 - A. **Flag Salute - Pledge of Allegiance**

 - B. **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.

 - C. **Announcement of Reportable Action Taken in Closed Session**

5. **PUBLIC COMMENT**
Members of the public may submit comments on items on the agenda, and any item within the jurisdiction of the Board in the following manner: By email to **Board Questions** prior to Call to Order, at the following address, lhansen@tvrop.org. Please note the item number you are addressing in the subject line of the email, and write your comment or question in the body of the email. Time is limited to 3 minutes per speaker and 20 minutes per topic.

6. **RECOGNITIONS**
Suzanne Smith, Coordinator, Program Services

7. **CONSENT CALENDAR - MOTIONS**
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.
 - A. **Approval of Minutes from the Regular Board Meeting of June 17, 2020**
The Board will consider approving minutes from the June 17, 2020 Board Meeting.

 - B. **Approval of Bill and Salary Reports – June 1 – August 31, 2020**
The Board will consider the approval of Bill and Salary warrants which show the District’s operating and salary expenditures for the period noted.

 - C. **Approval of Purchase Order Summary – June 1 – August 31, 2020**
The Board will consider the approval of the purchase order summary which show the encumbrances of District funds for the period noted.

D. Approval of the Revised Board Meeting Calendar

The Board will consider the approval of the Revised Board Meeting Calendar.

8. CONSENT – RESOLUTIONS

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

A. Resolution No. 2020-21.1 - 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.

B. Resolution No. 2020-21.2 - Authorization for Bank Signatures

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

C. Resolution No. 2020-21.3 - 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.

D. Resolution No. 2020-21.4 – Appointment of Authorized Agents for 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.

E. Resolution No. 2020-21.5 - 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.

F. Resolution No. 2020-21.6 - 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.

G. Resolution No. 2020-21.7 – Distance Learning

The Board will consider approval of this Resolution regarding Distance Learning.

9. DEFERRED CONSENT ITEM/S

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

10. INFORMATION / ACTION ITEMS

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

A. Approval of the 2019 – 2020 Unaudited Actuals - Action

Staff will present, by State of California statute, the District's 2019 – 2020 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.

- B. Approval of Revised TVROP Master Schedule – Action**
Staff will provide the revised class master schedule for the 2020-2021 year.
- C. Approval of Personnel Document September 9, 2020 – Action**
The Board must act on all issues regarding employees of the TVROP. The Personnel Document specifies each area and may include new hires, resignations, retirements and/or vacancies.
- D. Approval of the Revised Memorandum of Understanding between TVROP and Pleasanton Unified School District – Action**
The Board will consider approving the revised Memorandum of Understanding to reflect a change of instructor.
- E. Smart Start - Information**
Staff reports out the 2020-2021 staff kick-off presentation: Creating systems and structures that establish classroom rituals and routines, fosters student engagement and critical thinking, and promotes meaningful learning opportunities for the students of the Tri-Valley.

11. SUPERINTENDENT’S REPORT

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

12. BOARD MEMBER REPORTS

Board members may wish to report on their recent activities.

13. ANNOUNCEMENTS

- The next Regular Meeting of the Joint Powers Governing Board will be held December 9, 2020 at 5:30 p.m.

14. ADJOURNMENT

JD/lh