



Tri-Valley Regional Occupational Program

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JOINT POWERS GOVERNING BOARD

Minutes of the Regular Board Meeting of March 7, 2018

5:30 p.m. Closed Session, 6:00 p.m. Open Session

1. CALL TO ORDER / ROLL CALL – 5:30 p.m.

Chairperson Cunningham called the March 7, 2018 meeting of the Joint Powers Governing Board of the Tri-Valley Regional Occupational Program to order at 5:30 p.m.

Roll Call/Establishment of Quorum

- Dan Cunningham, Chairperson
- Chuck Rogge, Vice Chairperson
- Valerie Arkin, Trustee
- Julie Duncan, Secretary to the Board

2. CONVENE TO ANNUAL ORGANIZATIONAL MEETING OF THE BOARD – 5:30 p.m.

2.1 Election of Board Chairperson for 2018

Mr. Rogge nominated Mr. Cunningham, Mr. Cunningham accepted to serve as Chairperson for 2018.

2.2 Election of Board Vice Chairperson for 2018

Mr. Rogge nominated Ms. Arkin, Mr. Cunningham seconded, Ms. Arkin accepted to serve as Vice Chairperson for 2018.

3. PUBLIC COMMENT on posted closed session items only - None

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

4.1 Public Employee: Discipline/Dismissal/Release/Leave/Employment/Retirement

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

5.1 Flag Salute - Pledge of Allegiance

5.2 Approval of the Agenda

Superintendent Duncan noted two blue sheet items; item 10.1, page 39 and item 10.2 Personnel Document date correction.

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

5.3 Announcement of Any Reportable Action Taken in Closed Session

Chairperson Cunningham reported; in closed session, the Board took action to release employee #A if required conditions are not met by March 19, 2018 pursuant to Education Code sections 44830 and 45034 and directs the Superintendent or designee to deliver appropriate legal notices.

6. PUBLIC COMMENT - No public comment.

7. RECOGNITIONS

- 7.1 **Recognition of Ava Moniz, Dublin High School, Criminal Justice Academy Student**
Superintendent Duncan recognized Ava Moniz and commended Nakisha Harris, Instructor, for the relationship building that has occurred with the Alameda County Sherriff's Office and Las Positas College. Ava has become an ambassador for Tri-Valley ROP and the Criminal Justice Academy. At the December 7th TEC meeting, Ava received an award from Captain Carroll with ACSO for her outstanding achievement, participation and citizenship. Superintendent Duncan played the video from the meeting.

8. **CONSENT CALENDAR**

CONSENT - MOTIONS

Mr. Rogge requested to vote on 8.1, Approval of Minutes from the Regular Board Meeting of December 6, 2018, separately, as Vice Chair Arkin had not yet been seated at the date of meeting. .

8.1 **Approval of Minutes from the Regular Board Meeting of December 6, 2018**

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

8.2 **Approval of Bill and Salary Reports – December 1 – February 28, 2018**

8.3 **Approval of Purchase Order Summary – December 1 – February 28, 2018**

8.4 **Acceptance of Donations**

8.5 **Authorization to Surplus Equipment**

8.6 **Approval of Memorandum of Understanding with Member Districts' for Transition Specialist Services for 2018-2019**

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

CONSENT - RESOLUTIONS

8.7 **Resolution No. 2017-18.8, Board Members' Signature Card**

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

9. **DEFERRED CONSENT ITEMS - None**

10. **INFORMATION / ACTION ITEMS**

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

10.1 **Approval of the Second Interim Report - action**

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

10.2 **Approval of Personnel Document #030718 - action**

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

10.3 Middle College Program - Information

Superintendent Duncan updated the Board on the results of the Member Districts' Board Meeting presentations and the 13-0 district approval of the Middle College Program being added to the TVROP budget as part of the Member District contribution.

Superintendent Duncan distributed an update on the recruitment, application and enrollment. The application closed February 9th. February 24th was the Accuplacer Orientation, Strategies for placement tests and a writing assignment administered by our own Kelly Mogliefsky. Interviews will begin March 8th at Dublin High School. Interviews are at the following schools on these dates:

- Granada, March 13th
- Livermore, March 15th
- Amador, March 20th
- Foothill, March 22nd
- Village, Valley, Vineyard, Del Valle & makeup, March 23

The interview panels will consist of a Middle College Instructor, an administrator from TVROP and/or a counselor from the High School or Las Positas

The cohort selection will begin April 3rd and notifications on April 6th. On May 5th, all new students will register.

11. CORRESPONDENCE

Chairperson Cunningham reviewed the following correspondence;

- California State Controller's Office, Certification of FY 2016-17 Audit
- Alameda County Office of Education, 2017-18 First Interim Report

12. SUPERINTENDENT'S REPORT

Superintendent Duncan distributed her report and described the new outline and how it is written in line with the Superintendent's Goals for 2017-2018.

- Thanks to Amy Robbins, Director of College and Career Readiness, for her assistance, TVROP is now on Facebook; and our new website, which is ADA compliant, is working out well, thanks to Heather Morelli, Coordinator Program Services.
- Ms. Morelli presented about TVROP classes at each high school during Counseling lunches at. More student representatives from classes are accompanying her to promote programs and we are finding that it helps the counselors understand more of what our classes really are and the early numbers are showing growth.
- Student Ambassadors are presenting at events such as the ELAC meeting on March 8th at Granada.

- Ms. Robbins, in partnership with DHS Head Counselor, Caroline Rubio, presented to Dublin USD and over 200 families attended. Ms. Robbins reported on the presentation on College Readiness, including Growth Mindset. There was a great turnout, as people were even standing outside listening. Parents in attendance had students ranging from kindergarten through high school. Parents had many questions about TVROP, Middle College, articulation and more.
- Marketing – Continually updating our branding and purchased new pop up banners and stands for the lobby and Career Centers to display materials.
- Nakisha Harris, Criminal Justice Academy Instructor completed articulation for PE for the Criminal Justice Academy, bringing the total possible articulation units for the course to 16.
- Tami Raaker was awarded California DECA Advisor of the Year.
- CATEMA, the Community College credit by exam system shows, 1068 students registered at Las Positas and 1162 students at Chabot Colleges. If students receive a B or better they will receive their units, there is a possibility of about 4,500 college units to be awarded.
- Adult Education (AE) Programs: all adult records that needed to be retained have been turned over to Pleasanton Unified for safekeeping. TVROP has been granted another \$56,125 in Carl D. Perkins funding. Dublin AE is doing an IT Essentials course. Pleasanton AE is doing a Construction Trades prep skill course and Livermore AE is looking into a Customer Service Program. Please encourage your AE Principals to work with Fred Rutledge to spend those funds by 6/30/18.
- CTE Hearing/meetings: attended February 7th meetings with Ms. Robbins and Amy Miller, Trustee DUSD. Met with Catharine Baker and Tom Glazer and School Services of California. On February 21st was the actual CTE hearing and both sides of the aisle added that they had never seen so much bipartisanship. AB1743 has been recently amended to reflect a one to one match of 500 million annually ongoing.
- Escape Financial software will be implemented in the summer and Ms. Robbins, Ms. Spalasso and I will be attending training in April and May, Ms. Spalasso has already attended payroll and HR training.
- Presented to Innovation Tri-Valley.
- Attended a LVJUSD Labor Agreement Board Workshop.
- Met with Roanna Bennie, Interim College President. Middle College offices will be moving due to all the construction. Great relationships have formed due to this collaboration.
- Ms. Robbins announced that Amy Brown, Middle College Coordinator and Superintendent Duncan will be honored at Casa Real for the ACSA Region 6 Award Banquet on June 21st.

13. BOARD MEMBER REPORTS

None

14. ANNOUNCEMENTS

- The next Regular Meeting of the Joint Powers Governing Board is scheduled for Wednesday, May 2, 2018.

15. ADJOURNMENT

There being no further business, Chairperson Cunningham adjourned the meeting at 6:48 p.m.

Original Signed

Submitted,

Julie Duncan

Julie Duncan
Secretary to the Board

*Approved and entered into the proceedings
of the Board this 2nd day of May, 2018.*

Daniel Cunningham

Daniel Cunningham, Board Chairperson

DC:JD:as