



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

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

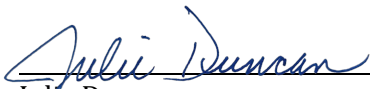
- The next Regular Meeting of the Joint Powers Governing Board is scheduled for Wednesday, August 22, 2018.

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