



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

***JOINT POWERS GOVERNING BOARD***

**Regular Board Meeting of June 15, 2022**  
**5:30 p.m. Closed Session**  
**6:00 p.m. Open Session**

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

Chairperson Prusso called the meeting to order at 5:30 p.m.

Prusso – Yes

Rouse – Yes

Maher – Yes

**2. PUBLIC COMMENT on posted closed session items only - *None***

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

**A. Public Employee Performance Evaluation**

Title: Superintendent

**4. RECONVENE INTO OPEN SESSION – Meeting called back to order at 6:02 p.m.**

**A. Pledge of Allegiance**

**B. Approval of the Agenda**

The agenda was approved as written.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Rouse	Maher	3	0	0	0

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

Chairperson Prusso reported the board gave a positive evaluation to Superintendent Duncan.

**5. PUBLIC COMMENT - *None***

**6. CONSENT CALENDAR – MOTIONS**

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Rouse	Maher	3	0	0	0

**A. Approval of the Minutes from the Regular Board Meeting of May 11, 2022**

The Board approved the Minutes from the May 11, 2022 Board Meeting.

**B. Approval of the Minutes from the Special Board Meeting of May 24, 2022**

The Board approved the Minutes from the May 24, 2022 Special Board Meeting.

**C. Approval of the Bill and Salary Report – May 1 – May 31, 2022**

The Board approved the Bill and Salary Reports, which show the District's operating and salary expenditures for the period noted.

- D. Approval of the Purchase Order Summary – May 1 – May 31, 2022**  
The Board approved the Purchase Order Summary which show the encumbrances of District funds for the period noted.
- E. Approval of the Memorandum of Understanding with Pleasanton Unified School District for the Middle College Coordinator**  
The Board approved the MOU with Pleasanton Unified School District (PUSD) for the 2022-2023 school year.
- F. Approval of the Memorandums of Understanding for 2022-2023 with Member Districts**  
The Board approved the MOU's between TVROP and Dublin, Livermore Valley Joint and Pleasanton Unified School Districts for shared services with costs reimbursable to TVROP and member districts respectively.
- G. Approval of the Memorandums of Understanding with Livermore Valley Joint Unified School District for Services for 2022-2023**  
The Board approved the MOU's with Livermore Valley Joint Unified School District (LVJUSD) providing Fiscal, Maintenance and Custodial Services.
- H. Acceptance of Donations**  
The Board approved the acceptance of donations received through May 31, 2022.
- I. Approval of Surplus Equipment**  
The Board approved Surplus Equipment either for sale, donation or disposal, per Education Code Sections 17545 and 17546.

7. **DEFERRED CONSENT ITEM/S - None**

8. **INFORMATION / ACTION ITEMS**

- A. Public Hearing on the Proposed 2022-2023 Budget – Information**  
Chairperson Prusso opened the Public Hearing for the 2022-2023 Tri-Valley Regional Occupational Program Budget, which is held in Compliance with California Education Code 42103.  
  
Hearing no comments, Chairperson Prusso closed the hearing.
- B. Proposed Budget and Adoption for 2022-2023 – Action**  
Superintendent Duncan introduced Teresa Fiscus, CBO, who presented the 2022-2023 Adopted Budget.  
  
Ms. Fiscus recommended approval of the 2022-2023 Adopted Budget.  
  
Trustee Rouse asked if the 3% salary increase was included in this budget; Ms. Fiscus said it is not as that item hasn't yet been approved by the Board. If approved by the Board, the increases will be reflected on the First Interim Budget.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Rouse	Maher	3	0	0	0

**C. Approval of 3% Salary Increase Off-Schedule for Staff 2021-2022 – Action**

Superintendent Duncan presented the proposed 3% salary increase off-schedule for Staff for 2021-2022.

Trustee Rouse thanked Superintendent Duncan for bringing this forward, per their direction, and reiterated member districts' commitment to the ROP program and employees.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Rouse	Maier	3	0	0	0

**D. Approval of 3% Salary Increase for Staff 2022-2023 – Action**

Superintendent Duncan presented the proposed salary schedules for Staff for 2022-2023 reflecting a 3% increase.

Trustee Rouse restated her understanding that initially this will be funded by one-time monies and then will transition into other options. Ms. Fiscus said the one-monies will fund the increase through the 2025-2026 school year.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Prusso	Maier	3	0	0	0

**E. Approval of Staff Stipend in Lieu of Benefits for 2021-2022 and Beyond – Action**

Superintendent Duncan presented a proposed stipend in lieu of benefits for Certificated, Classified and Confidential Classified in the amount of \$5,000 per year prorated by FTE %.

Trustee Rouse liked that we are addressing the benefits piece and that it's a fixed dollar amount with each person getting the same thing, based on FTE.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Rouse	Maier	3	0	0	0

**F. Approval of 2022-2023 Board Meeting Calendar – Action**

Superintendent Duncan presented the 2022-2023 Board Meeting Calendar to the Board for approval.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Rouse	Maier	3	0	0	0

**G. Approval of TVROP Master Schedule – Action**

Superintendent Duncan presented the schedule of courses for 2022-2023 to the Board for approval.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Prusso	Rouse	3	0	0	0

**H. Approval of Personnel Document of June 15, 2022 – Action**

Superintendent Duncan presented the June 15, 2022 Personnel Document to the Board for approval.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Rouse	Maier	3	0	0	0

**9. SUPERINTENDENT'S REPORT**

Superintendent Duncan spoke about the Middle College Graduation and thanked Chairperson Prusso for her help.

Amy Robbins spoke on the four Summer Camps being offered, all thanks to our Strong Workforce programs:

- Tekagogo Camp at Del Valle High School.
- Bay Area LEEDS is recreating two of their most popular camps for us, Drone Camp and Robotics/Manufacturing Camp, both at Las Positas College.
- Girls Who Construct or Design Camp, related to the trades, again hosted by Bay Area LEEDS and located at Las Positas College.

**10. BOARD MEMBER REPORTS**

Board Members had nothing to report.

**11. ANNOUNCEMENTS**

The next Regular Meeting of the Joint Powers Governing Board will be held September 14, 2022 at 5:30 p.m.

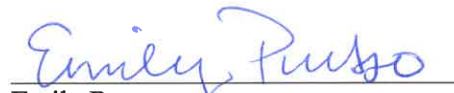
**12. ADJOURNMENT**

Trustee Prusso adjourned the meeting at 6:43 p.m.

Submitted,

*Approved and entered into the proceedings  
of the Board this 14<sup>th</sup> day of September, 2022*

  
Julie Duncan  
Secretary to the Board

  
Emily Prusso  
Chairperson

JD/rv