



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

**JOINT POWERS GOVERNING BOARD**  
**Minutes of the Regular Board and**  
**Organizational Meeting of January 22, 2020**  
**5:30 p.m. Open Session**

**1. CALL TO ORDER / ROLL CALL**

The January 22 board meeting of the JPGB was called to order at 5:34 p.m.

Amy Miller – Aye

Mark Miller, absent

Valerie Arkin – Aye, alternate in attendance for Mark Miller

Emily Prusso – Aye

**2. CONVENE TO ANNUAL ORGANIZATIONAL MEETING OF THE BOARD**

Tri-Valley ROP Board Bylaws 9100, *Organization*, and the Fifth Amended Joint Powers Agreement require the Governing Board to hold its annual organizational meeting during the first meeting of the calendar year. The following actions took place to elect a Chairperson and Vice Chairperson for the calendar year.

**A. Election of Board Chairperson for 2020**

Ms. Emily Prusso nominated Ms. Amy Miller

Ms. Valerie Arkin seconded

Ms. Amy Miller, accepted to serve as Board Chairperson for 2020

**B. Election of Board Vice Chairperson for 2020**

Ms. Valerie Arkin nominated Ms. Emily Prusso

Ms. Amy Miller seconded

Ms. Emily Prusso, accepted to serve as Board Vice Chairperson for 2020

Ms. Arkin officially passed the gavel to Chairperson Miller.

**3. RECONVENE IN OPEN SESSION**

**A. Flag Salute - Pledge of Allegiance**

**B. Approval of the Agenda**

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

**4. PUBLIC COMMENT – None**

**5. RECOGNITIONS**

Superintendent Duncan thanked Mr. Charles Rogge and Ms. Arkin individually for their service as members of the TVROP Board and read their certificates of appreciation.

**A. Recognition of Dawn Pavon, Developmental Psychology of Children Instructor**

Superintendent Duncan introduced Director of College and Career Readiness, Ms. Amy Robbins to present the recognition.

Ms. Robbins explained how Mrs. Pavon has continually met and or exceeded the 11-Elements of a highly qualified CTE program and always strives to grow as a professional as well as all the students in her classes.

**6. CONSENT CALENDAR**

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

- A. **Approval of Minutes from the Regular Board Meeting of December 11, 2019**  
The Board approved minutes from the December 11, 2019 Regular Board Meeting.
- B. **Approval of Bill and Salary Reports, December 1 - 31, 2019**  
The Board approved of Bill and Salary warrants which show payment of the District's operating and salary expenditures for the month noted.
- C. **Approval of Purchase Order Summary, December 1 - 31, 2019**  
The Board approved the purchase order summary, which shows encumbrances of District funds for the month noted.

**7. CONSENT AGENDA - RESOLUTIONS**

The Consent Agenda - Resolutions 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 Agenda - Resolutions and discussed and/or acted upon separately under Deferred Consent.

- A. **Resolution No. 2019-20.7, Board Members' Signature Card**  
Education Code Section 42632 states, each order drawn on the funds of a school district shall be signed by at least a majority of the Governing Board or by a person or persons authorized by the Governing Board and said Governing Board signatures shall be updated annually with the residing County Office of Education.

Roll Call Vote  
Miller - Aye  
Arkin - Aye  
Prusso - Aye

**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.

- A. **Celebrating CTE - information/action**  
Superintendent Duncan introduced Ms. Amy Robbins, Director of College & Career Readiness. Ms. Robbins presented the CTE Month Proclamation in support of the Association for Career Technical Education by proclaiming February as CTE Month

and reported on upcoming planned activities.

Roll Call Vote

Arkin – Aye

Miller – Aye

Prusso – Aye

**B. Grant Overview - information**

Superintendent Duncan presented an update on current grants, the reporting process and additional work required over the past six months.

Over the past four years, TVROP has received almost 17 million in grant dollars that have in turn, been passed back to the Member Districts. The following grants are those that contributed DGI, CCPT TEC, CTEIG, SWP K12, Perkins, Adult Ed Block, and CalWorks.

**C. SWP K12 Pathway Coordinator Position - action**

Superintendent Duncan presented the Board with background information for the proposed SWP K12 Pathway Coordinator position and the process to apply to the Cabrillo College District to host the position.

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

**10. SUPERINTENDENT'S REPORT**

Superintendent Duncan reported on the following attendance at meetings, activities, and/or legislative meetings:

- Attended LPC board meeting, Roanna Bennie leaving president's office, Mr. Branca and Superintendent Duncan both spoke.
- Superintendent's meeting at Alameda County Office of Education January 15
- East Bay Superintendents meeting January 22
- Judge for DECA, Nor Cal competition at San Ramon Marriott, January 18
- Innovation Tri-Valley, Dream Makers and Risktakers Awards, January 23
- Program Coordinator, Suzanne Smith presenting at all the High Schools at Counseling Lunch Meetings, promoting TVROP classes and educating high school staff for 20/21 registration

**11. BOARD MEMBER REPORTS**

Ms. Prusso expressed that she is excited to be serving on the TVROP board, learning more about classes and programs, and as a parent watching how the program is benefitting them.

Ms. Arkin thanked Superintendent Duncan and the staff of TVROP and expressed how she has enjoyed serving TVROP.

Ms. Miller announced there is a Skilled Trades Fair coming up at Cypress Mandela and one at Laney College. Ms. Miller also spoke of the tragedy that occurred over the holiday break where three Dublin students passed in an accident. She wanted to acknowledge and say thank you for all the kind words and offers of support from the Tri-Valley.

**12. ANNOUNCEMENTS**

- The next Regular Meeting of the Joint Powers Governing Board is scheduled for Wednesday, March 11, 2020.

**13. ADJOURNMENT**

There being no further business, Chairperson Miller adjourned the meeting at 6:57 p.m.

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

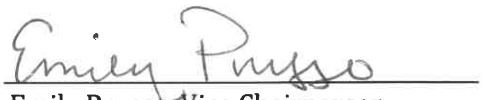
Original Signed

Submitted,



Julie Duncan  
Secretary to the Board

*Approved and entered into the proceedings  
of the Board this 11<sup>th</sup> day of March, 2020.*



Emily Prusso, Vice Chairperson  
(acting Chairperson for 3/11/2020)

JD/as