



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 January 27, 2021

5:30 p.m. Open Session

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

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

Vice-Chairperson Prusso called the meeting to order at 5:33 p.m.

- Emily Prusso - Aye
- Mark Miller - Aye
- Catherine Kuo - Aye

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.

Trustee Kuo had technical issues and had to log-off/back on. She was able to rejoin at 5:43 p.m.

A. Election of Board Chairperson for 2021

Mark Miller nominated Emily Prusso
Catherine Kuo seconded
Emily Prusso accepted to serve as Board Chairperson for 2021

B. Election of Board Vice Chairperson for 2021

Catherine Kuo nominated Mark Miller
Emily Prusso seconded
Mark Miller accepted to serve as Board Vice Chairperson for 2021

2. RECONVENE INTO OPEN SESSION at 5:46 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>
Miller	Kuo	3	0	0	0

3. PUBLIC COMMENT - None

4. RECOGNITIONS

A. Recognition of Amy Robbins, Director of College & Career Readiness

Superintendent Duncan recognized Amy Robbins, saying how much TVROP values her leadership, professionalism, expertise and collaboration skills during these unprecedented times, adding how highly regarded and respected Amy is among her coworkers and colleagues within our member districts.

5. CONSENT CALENDAR – MOTIONS

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

A. Approval of Minutes from the Regular Board Meeting of December 9, 2020

The Board approved the Minutes from the December 9, 2020 Board Meeting.

B. Approval of Bill and Salary Reports – December 1 - 31, 2020

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

C. Approval of Purchase Order Summary – December 1 - 31, 2020

The Board approved the Purchase Order Summary which shows the encumbrances of District funds for the period noted.

6. CONSENT – RESOLUTIONS

The Consent – Resolutions is for items that require approval of the Board but are routine in nature. The Board acts upon these items in a Roll Call vote.

Roll Call Vote:

Emily Prusso – Aye
Mark Miller – Aye
Catherine Kuo – Aye

A. Resolution No. 2020-21.9 – Board Members Signature Card

The Board approved Resolution No. 2020-21.9 – Board Members Signature Card

7. DEFERRED CONSENT ITEM/S – None**8. 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. Acceptance of the 2019 – 2020 Audit Report - Action

Teresa Fiscus, Chief Financial Officer, introduced Ben Leavitt, Partner at CWDL, who presented the Audit Report.

Ben complimented TVROP leadership and staff, saying “We were blown away by how easy Superintendent Duncan and Ms. Fiscus” made the process of having to perform an audit remotely, adding that the TVROP staff had done a “tremendous job”. “We’re pleased to report the opinion for 2019-2020 is unmodified, which is the highest opinion we can give.”

Additionally, Ben stated that CWDL had no exceptions noted concerning internal controls and controls over compliance, which is not typical. “I’d like to applaud management for the very strong fiscal safeguards.”

Superintendent’s recommendation is to accept the 2019 – 2020 Audit Report.

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

B. Celebrating CTE – Information/Action

Superintendent Duncan 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.

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

C. Middle College Update – Information

Superintendent Duncan introduced Amy Brown, Coordinator of Middle College. Amy Brown reported on first semester and how, in remote learning, it was important to build immediate connections by creating “rafts”, which are groups of five students. The average student GPA for the semester was 3.3, with an average of 8 college units being completed in addition to their high school curriculum.

Middle College staff distributed about 450 textbooks to students, who are enrolled in over 100 different college courses.

Middle College is currently recruiting the class of 2023. Over 3,200 letters have been sent to sophomores in all three districts and information nights are next week.

Trustee Kuo asked how many students can enroll; Amy shared that we accept 70 students for each cohort (25 PUSD/25 LVJUSD/20 DUSD) for a total of 140 students (70 juniors, 70 seniors).

Trustee Miller highly recommended to the other trustees to have a Middle College student board member as part of their respective boards. A “shout out” to Amy on the great program.

D. Curative, Inc. Contract Rider – Information/Action

Superintendent Duncan presented the Curative, Inc. Contract Rider, which will allow for COVID-19 testing of employees. She also shared that Lisa Hansen is the COVID-19 Liaison for TVROP and had received training on administration of the tests.

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

9. CORRESPONDENCE

- Letter from L.K Monroe, Superintendent, Alameda County Office of Education, 2020-2021 First Interim Budget Report

10. SUPERINTENDENT’S REPORT

Superintendent Duncan thanked the trustees for their time and for agreeing to be on our board.

Customer Service

- I meet with Coordinating Council, which consists of Matt Campbell, Janelle Woodward, Cindy Alba and Dr. Douglas. We’ve talked about schedules, fall registration and enrollment numbers.
- Amy Robbins and I are conducting a CALPADS reporting meeting with your districts to make sure the CTE courses are coded correctly.
- We are having a 2-day Symposium on March 23 in the evening and all day on March 24. We’ve secured Ron Suskind as our speaker, using the monies from our Strong Workforce grant.
- Alameda County Health – this is an ever changing climate. I’ve been working closely with Dr. Moss’ office with Lisa Erickson on reporting for ROP’s. ROP is now required to do the CSP, which includes the CPP and the checklist.
- Middle College – Amy Brown and I have met with Dr. Foster, President, and Elizabeth Dean, who’s in charge of counseling. We’ll be adding an additional 15 hours of counseling support for the students.
- I’m the Alameda County Superintendent on the NCS board; I continue to work with your districts for feedback and guidance.
- Amy Robbins has spent a great deal of time helping Livermore with their Construction Trades Pathways.

Programs

- We received funding for Strong Workforce Round 3, which will fund the First Responder/Fire Science Academy w/LPC. This next year is our planning year.
- I'm now on the DUSD reopening task force; Suzanne is on Pleasanton's, and Amy is on Livermore's.

Fiscal

- We were awarded Incentive Grant funds of \$1.2 million for 2021.
- Strong Workforce, Round 3, awarded \$592,000.
- We reported on both Rounds 1 and 2 of Strong Workforce.

Relationships

- Superintendents call weekly
- We attend Innovation Tri-Valley, where I'm a member of the Education and Workforce Committee, as well as being a board member

11. BOARD MEMBER REPORTS

Trustee Miller reported that PUSD was presenting their CTE resolution the next evening; they will also be discussing the recommendation from administration that PUSD stay remote for secondary through Spring 2021.

12. ANNOUNCEMENTS

- The next Regular Meeting of the Joint Powers Governing Board will be held March 10, 2021 at 5:30 p.m.

13. ADJOURNMENT

There being no further business, Chairperson Prusso adjourned the meeting at 7:14 p.m.

Original Signed

Submitted,

*Approved and entered into the proceedings
of the Board this 10th day of March, 2021*

DocuSigned by:

Julie Duncan

FA48B2772268476...

Julie Duncan
Secretary to the Board

DocuSigned by:

Emily Prusso

4A55A0888DF54E7...

Emily Prusso
Chairperson

EP/JD/lh