



Tri-Valley Regional Occupational Program
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JOINT POWERS GOVERNING BOARD

**Regular Board Meeting of December 9, 2020
 5:30 p.m. Open Session**

Meeting to be 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 5:34 p.m.

Emily Prusso
 Mark Miller
 Catherine Kuo

2. **CONVENE INTO OPEN SESSION**

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>
M. Miller	Kuo	3	0	0	0

3. **PUBLIC COMMENT - None**

4. **RECOGNITIONS**

A. Recognition of Amy Miller, JPGB Chairperson

Superintendent Duncan thanked Amy Miller, who had resigned her position on the board, for her service to the TVROP board and her advocacy for the ROP program, as well as her support and effort in creating the Middle College program. She congratulated Amy on her new role as a High School Pathway Liaison with TVROP.

B. Paula-Ann Cabading, College and Career Specialist

Superintendent Duncan recognized Paula-Ann Cabading for her integral role in creating the website for, and coordination of the College & Career Fair.

5. **CONSENT CALENDAR – MOTIONS**

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

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

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

B. Approval of Bill and Salary Reports – September 1 – November 30, 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 – September 1 – November 30, 2020

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

- D. Approval of the CTE Employer Industry Sector Advisory Committee 2020-2021**
The Board approved the CTE Industry Sector Advisory Committee List for 2020-2021.
- E. Approval of the CTE Tri-Valley Educational Collaborative (TEC) Advisory Committee 2020-2021**
The Board approved the CTE Tri-Valley Educational Collaborative (TEC) Advisory Committee List for 2020-2021.
- F. Approval of the Revised Memorandum of Understanding between TVROP and Pleasanton Unified School District**
The Board approved the revised Memorandum of Understanding to reflect a change of instructor.
- G. Approval of Surplus Equipment**
The Board approved Surplus Equipment either for sale, donation, or disposal, per Education Code Sections 17545 and 17546.

6. CONSENT – RESOLUTIONS

Roll Call Vote:

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

- A. Resolution No. 2020-21.8 – Establish a Special Reserve Fund for Adult Education, Fund 11**
The Board approved the Resolution to establish a special reserve fund.

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. Approval of the 2020 – 2021 First Interim Report - Action**
Teresa Fiscus, Chief Financial Officer, presented the report, and based upon this Interim Report, TVROP meets current obligations now and for the following two fiscal years. Ms. Fiscus presented the Superintendent’s recommendation to the Board to approve the 2020-2021 First Interim Report with a Positive Certification.

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

Trustee Miller asked if we anticipated any impact from the reduction in LCFF. Ms. Fiscus said ROP does not receive any revenue from LCFF.

- B. Approval of Personnel Document for December 9, 2020 – Action**
Superintendent Duncan presented the December 9, 2020 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>
Prusso	Miller	3	0	0	0

- C. College & Career Fair 2020 Report – Information**
Presented by Suzanne Smith and Paula-Ann Cabading
Suzanne Smith shared with the board that the fair had to be completely reinvented from an in-person event hosted at a site to a virtual event. Typically there are about 2,000 attendees in one

night. The event was offered over three nights and we had over 4,200 participants. “The accessibility and equity this has provided to all students is such a benefit.” Paula-Ann Cabading gave a virtual tour of the website and what was involved in the building of it, stating feedback from attendees was positive and the format was well received.

Trustee Miller expressed how impressed he was and what an incredible job had been done in the creation of the website.

D. TVROP Reopening Plan – Information

Superintendent Duncan explained that in lieu of the reopening plans being submitted by the traditional districts, in working with ACOE, ROP would report using the attestation document. For students attending Middle College, we will refer to Las Positas College’s plan.

9. CORRESPONDENCE

- Letter from L. Karen Monroe, Superintendent, Alameda County Office of Education, approval of 2020 – 2021 Adopted Budget

10. SUPERINTENDENT’S REPORT

Superintendent Duncan shared that over the past seven years, TVROP went from being in the red to having been awarded grant funds in excess of \$21m. Most of those dollars, in the amount of over \$13m, are paid directly to our member districts. We were notified today we’ve received \$590,192 from the Strong Workforce Grant. Teresa Fiscus stated that ROP doesn’t report indirect costs even though Julie and Amy Robbins do the work of applying for the grants.

Customer Service

- Amy Robbins has taken over my role at the ACSA CTE Council.
- Strong Workforce Round 2 funds provide the funding for the two High School Pathway Liaisons.
- Working with LVJUSD on Construction & Trades Exploration Pathway.
- Working with Amos Nugent at PUSD on the Fire Sciences Academy.
- My role as the NCS board manager has been busy; I am the person who reports back to Alameda County Superintendents on cohorts, practice schedules, and what is allowable.
- WebEx is part of the \$5.9m grant. We’ve spent time over the past couple of months learning about the new features of the platform.
- CALPADS – teacher credentials are now tied to the courses they’re teaching. Working with the districts to make sure everyone is correctly credentialed and courses are coded correctly.
- Suzanne Smith had a very busy November, having held the Advisory Night event and overseeing the College & Career Fair.
- TVROP is abiding by the county guidance with regards to COVID-19 and has picked up PPE from ACOE.

Programs

- GetSet – We are still holding events, which students are able to access virtually.
- Bay Area Consortium is where we discuss Strong Workforce and CTEIG — we are on these calls every other week.

Fiscal

- We continue to work with our Districts on grant reporting. Next round of SWP is due December 18.
- Myself and two other Superintendent’s spoke to the Department of Finance about how CTE is doing during the pandemic. It was a great meeting and they were impressed by the programs that we offer and have a clear understanding of how important CTE offerings are to districts.

- TVROP is working on a contract with Curative to provide COVID testing for employees.
- Our audit, which we would normally have presented tonight, isn't due until March. The new auditor is CDWL and will be presented at the January meeting.

Relationships

- ACSA Superintendents calls are every Thursday and the information shared has been very beneficial. There is also a bi-weekly call with all of the Alameda County Superintendents.
- ACPHD call every Thursday keeps us up to date on the ever changing COVID guidance.
- Bi-weekly calls between Suzanne Smith, Amy Robbins, and our CCS's, as well as the Las Positas specialists for student support.
- Julie and Amy presented to Innovation Tri-Valley.
- Julie was on the 2040 Vision Panel for Educators.

Trustee Miller left the call at 7:05 p.m.

11. BOARD MEMBER REPORTS

Trustee Prusso - participated in the Advisory Meeting as part of the Engineering group and said it was a fantastic event.

12. ANNOUNCEMENTS

- The next Regular Meeting of the Joint Powers Governing Board will be held January 27, 2021 at 5:30 p.m.

13. ADJOURNMENT

There being no further business, Vice-Chairperson Prusso adjourned the meeting at 7:11 p.m.

Original Signed

Submitted,

*Approved and entered into the proceedings
of the Board this 27th day of January, 2021*

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Julie Duncan

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Julie Duncan
Secretary to the Board

DocuSigned by:

Emily Prusso

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Emily Prusso
Vice Chairperson