



**Tri-Valley Regional Occupational Program**

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**JOINT POWERS GOVERNING BOARD**

**Regular Board Meeting Minutes of May 6, 2020**

**5:30 p.m. Closed Session, 6:00 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.**

The meeting was called to order at 5:30 p.m.

Amy Miller – Aye

Prusso – Aye

Mark Miller – Aye

**2. PUBLIC COMMENT - None**

**3. ADJOURN TO CLOSED SESSION - Pursuant to Government Code §54957 and §54957.6**

**A. Public Employee Performance Evaluation**

Title: Superintendent

**B. Conference with Labor Negotiator: Unrepresented Employee**

Agency Negotiator: Board Chairperson

Unrepresented Employee: Superintendent

**4. RECONVENE IN OPEN SESSION – 6:00 p.m.**

**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>
Prusso	M. Miller	3	0	0	0

**C. Announcement of Any Reportable Action Taken in Closed Session - None**

**5. PUBLIC COMMENT - None**

**6. RECOGNITIONS**

Superintendent Duncan introduced Dawn Pavon, Instructor of Developmental Psychology of Children, to recognize the following students from the Developmental Psychology of Children II course:

**A.** Recognition of Dreanna Garcia, LHS

**B.** Recognition of Anna Guidry, LHS

**C.** Recognition of Alissa King, LHS

**D.** Recognition of Lauren Knabe, DHS

**E.** Recognition of Jackeline Macias, LHS

**F.** Recognition of Kealy Morrissey, DHS

**G.** Recognition of Alexis Ramirez, GHS

**H.** Recognition of Carlee Wiles, LHS

Chairperson Miler congratulated the students and noted that she was a Child Development major and those classes have served her well as a professional and parent.

Vice Chairperson Prusso congratulated the students. She had a niece that took Developmental Psychology of Children classes and, after college, is now working in the field of Child Development. She expressed how proud she is of the students.

Mr. Miller also congratulated the students and asked how many will continue in the field?

Ms. Pavon explained where the students are currently working in the field and many have expressed they intend to do this in the future. All the recognized students are attending college in the fall.

#### 7. CONSENT CALENDAR - MOTIONS

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

#### A. Approval of Minutes from the Regular Board Meeting of March 11, 2020

The Board approved minutes from the March 11, 2020 Board Meeting.

#### B. Approval of Bill and Salary Reports – March 1 – April 30, 2020

The Board approved the Bill and Salary warrants which shows the District's operating and salary expenditures for the prior months.

#### C. Approval of Purchase Order Summary – March 1 – April 30, 2020

The Board approved the purchase order summary, which shows encumbrances of District funds for the prior months.

#### 8. DEFERRED CONSENT ITEM/S – 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. TVROP COVID 19 Update - information

Superintendent Duncan provided an update on the current and ever-changing COVID 19 situation concerning the shelter-in-place, distance learning and upcoming expectations.

Suzanne Smith, Program Coordinator, spoke of the Google check-in and personal weekly connection she created to provide staff with a place to voice their needs and for administration to provide feedback and support.

Mr. Miller asked if there are certain areas that may be common challenges that maybe the Board can help with.

Ms. Smith responded that a topic that has come up is quarantine fatigue. She also explained that we had connectivity issues in the beginning and those have all been resolved. There is great thanks to all the districts for coming together and helping.

Superintendent Duncan is thankful to have been included in district decisions and in contributing to current and future needs. In looking at next school year, please keep TVROP in mind so we can make sure all students can be accommodated to attend. Please keep us at the table.

Ms. Prusso thinks the Google forms is great and enjoyed reading the comments.

#### B. Course Update for 2020 – 2021 – information

Superintendent Duncan happily announced that registrations are up. There were 2,189 student registrations. We have seen course growth in many, many areas.

Ms. Smith reported that what we have learned during Distance Learning would continue to benefit our programs into the future. With all the new Industry connections, students are even more interested in classes. There is an immense amount of work that goes into the

master schedule to make it work with all the high schools, travel times, travel periods, block and minimum day scheduling.

Superintendent Duncan addressed the Coordinating Council members and noted the PLTW classes and other sections funded by TVROP at each site and how she has been working with the budget and HR folks. TVROP received our \$1.3 million GAN for CTEIG for next year, and preparing to reimburse for current year.

Mr. Miller asked how the process of registration works and can the schedule be done earlier?

Superintendent Duncan explained that Pleasanton asks for the master schedule in January, Dublin is right after that and Livermore is March and April. Granada is the last and we work really hard to make sure all students are scheduled appropriately.

**C. Preliminary 2020 – 2021 Budget Discussion – information**

Superintendent Duncan introduced Ms. Teresa Fiscus, CBO for TVROP.

Ms. Fiscus presented a slideshow on the preliminary budget for 2020-2021. This discussion is to ask for Board input on the standing 4% standard increase in member district contributions per the Joint Powers Authority.

Superintendent Duncan gave a review of the history of ROP funding and the creation of the Fifth Amended TVROP JPA and how the funding model was created. If there were a need for an increase beyond the agreed upon 4%, each district would need to present to their board for approval of the increase. Superintendent Duncan and Ms. Fiscus recommended to not exercise the 4% increase for next year due to the budget uncertainty at the State level that would impact member districts.

Ms. Fiscus presented the Member District Contribution rate for each district as Alameda County Office of Education continues to comment in our correspondence that the TVROP amounts and the member district amounts do not match.

Dublin - \$1,021,302  
Livermore - \$1,313,103  
Pleasanton - \$1,313,103

These amounts do not reflect the funds the district receives back from TVROP Grants. The contribution must be shown as a true and full contribution to show the State your CTE expenditures and then TVROP reimburses with the CTEIG grant funds.

**10. CORRESPONDENCE**

- Alameda County Office of Education, 2019-20 Second Interim Budget Report  
Ms. Fiscus corrected the initial draft from the ACOE, after review, the ACOE agreed and corrected the letter.

**11. SUPERINTENDENT'S REPORT**

Superintendent Duncan reported on the following:

- Tri-Valley CALPADS meeting
- Awarded the Strong Workforce Pathway Coordinator Position
- Thanks to the College and Career Specialists for helping students make college connections during the shelter-in-place.

- Randy Barnard's class held an airbag demonstration showing students the force in which an airbag deploys.
- Middle College registration for 70 new incoming juniors thanks to Amy Brown, Amy Robbins and a crew from each school site. This included virtual counseling, enrollment and registration meetings with students.
- Staff in-service coming up on May 20<sup>th</sup>.
- Mock Interviews were conducted online for 117 students.
- Virtual TEC End of Year Meeting was on May 1<sup>st</sup>. There were over 80 attendees and 12 panelists. We recognized retirees; Regina Brinker, Anne Spalasso and Glen Sparks who has been in education 36 years.
- Updated the Strong Workforce budget to new awarded amount
- CTEIG GAN was signed and returned to the Department of Education

## 12. BOARD MEMBER REPORTS

Ms. Prusso very impressed with all the districts and TVROP in figuring out how to make education work for our students. Thank you, Amy and Mark, and your districts.

Chairperson Miller thanked all our teachers during Teacher Appreciation week and congratulated all on a successful TEC event.

## 13. ANNOUNCEMENTS

Ms. Robbins introduced Glen Sparks who wanted to thank Superintendent Duncan and the Board and announced this would be his last meeting as he is retiring.

Superintendent Duncan spoke of her daughter's 2020 college graduation and gave a beautiful overview of her highly awarded Purdue career.

The next Regular Meeting of the Joint Powers Governing Board is scheduled for Wednesday, June 17, 2020.

## 14. ADJOURNMENT

There being no further business, Chairperson Miller asked for a motion to adjourn the meeting at 7:08 p.m.

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

Original Signed

Submitted,  
DocuSigned by:

*Julie Duncan*

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Julie Duncan  
Secretary to the Board

Approved and entered into the proceedings  
of the Board this 17th day of June, 2020.

DocuSigned by:

*Amy Miller*

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Amy Miller  
Board Chairperson

JD/as