



**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 May 24, 2021**  
**5:30 p.m. Closed Session**  
**6:00 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.**  
Chairperson Prusso called the meeting to order at 5:35 p.m.
- 2. **PUBLIC COMMENT** on posted closed session items only - *None*
- 3. **ADJOURN TO CLOSED SESSION** - Pursuant to Government Code §54957 and §54957.6

- A. **Public Employee: Discipline/Dismissal/Release/Leave/Employment**
- B. **Public Employee Performance Evaluation**  
Title: Superintendent

- 4. **RECONVENE INTO OPEN SESSION – 6:00 p.m.**  
Reconvene into open session at 6:01 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        | Miller          | 3           | 0           | 0              | 0             |

- C. **Announcement of Any Reportable Action Taken in Closed Session**  
Nothing to report out.

- 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        | Miller          | 3           | 0           | 0              | 0             |

- A. **Approval of Minutes from the Regular Board Meeting of March 10, 2021**  
The Board approved the Minutes from the March 10, 2021 Board Meeting.
- B. **Approval of Bill and Salary Report – March 1 – April 30, 2021**  
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 – March 1 – April 30, 2021**  
The Board approved the Purchase Order Summary which shows the encumbrances of District funds for the period noted.

**7. CONSENT – RESOLUTIONS**

| <u>Moved</u> | <u>Seconded</u> | <u>Ayes</u> | <u>Noes</u> | <u>Abstain</u> | <u>Absent</u> |
|--------------|-----------------|-------------|-------------|----------------|---------------|
| Rouse        | Miller          | 3           | 0           | 0              | 0             |

Roll Call Vote:  
Emily Prusso – Aye  
Mark Miller – Aye  
Megan Rouse – Aye

**A. Resolution No. 2020-21.10 - Signature Card – Addendum to Authorized Agents Payroll Warrants and Disbursements**

The Board approved the Resolution adding additional authorized persons named to sign warrants and approval of payments on behalf of the District.

**B. Resolution No. 2020-21.11 – Establish a General Fund for Tri-Valley Regional Occupational Program**

The Board approved the Resolution to establish a general fund.

**C. Resolution No. 2020-21.12 – Establish an Associated Student Body Special Revenue Fund**

The Board approved the Resolution to establish an associated student body fund.

**8. DEFERRED CONSENT ITEM/S - None****9. INFORMATION / ACTION ITEMS****A. Approval of the Personnel Document of May 24, 2021- Action**

Superintendent Duncan presented the May 24, 2021 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        | Miller          | 3           | 0           | 0              | 0             |

**B. Course Update for 2021-2022 – Information**

Superintendent Duncan presented the Course Update for 2021-2022. She shared the proposed bell schedules for member districts, explaining these schedules may still be changed, and the short timeframe in which TVROP had to create our master schedule.

TVROP saw a 17% increase in registrations from the previous year for a total of ~ 2,400 registrations. We have doubled the numbers from 9 years ago, when we had 1,200 registrations.

Member district contributions are based on the usage model. Both Pleasanton and Livermore contribute 36%, and Dublin contributes 28%. From year to year, those numbers stay consistent.

Trustee Prusso commented that every year she sees the Course Update and appreciates the work that goes into it.

Trustee Rouse echoed the sentiments saying “it was clearly a lot of work and I appreciate it.”

**C. Preliminary 2021-2022 Budget Discussion – Information**

Superintendent Duncan introduced Teresa Fiscus.

Ms. Fiscus presented the Multi-Year Projection and the impact of an across the board 4% member increase.

The increase would be \$40,852.00 for DUSD for a total of \$1,062,154.00, and \$52,524 for both LVJUSD and PUSD for a total of \$1,365,627.

Ms. Fiscus recommended we employ the 4% increase. Trustee Miller asked if this was a one-time increase. Ms. Fiscus explained we would employ a 4% increase in each of our out years through 2023 and noted we have not had a cost of living adjustment (COLA) since our 5<sup>th</sup> JPA.

Trustee Prusso asked if TVROP had the authority to implement without board approval. Ms. Fiscus explained we had the authority to place the increase in the budget but we do ask for input from member districts. Superintendent Duncan noted that this had been discussed with Coordinating Council, which includes Dr. Matt Campbell from DUSD, Dr. Janelle Woodward from PUSD, and Melissa Theide from LVJUSD.

Trustee Rouse had clarifying questions about process; her understanding is the TVROP board gives direction and there will be a proposal in June and we vote as an ROP Board. She asked for confirmation that she didn't take this to the Dublin board, but could inform them. Superintendent Duncan replied that was correct. She also informed Trustee Rouse that we only need to go to member district boards if we ask for in excess of 4%. There was also clarification on the 4% - was it "on schedule", or 4% each year. Ms. Fiscus shared the Multi-Year Projection again, which reflected the 4% increase for each year, over three years.

**D. Three-Year Plan Accomplishments, Year-Three - Information**

Superintendent Duncan introduced Amy Robbins, Director of College and Career Readiness, who presented a summary of accomplishments from year-three of the three-year plan.

**10. CORRESPONDENCE**

- Letter from L.K. Monroe, Superintendent, Alameda County Office of Education, approval of 2020 – 2021 Second Interim Budget.

**11. SUPERINTENDENT'S REPORT**

Superintendent Duncan reminded everyone that they're invited to the Middle College graduation on June 1 at 7:00 p.m.

**Customer Service**

- Superintendent Duncan thanked member districts, saying how much she appreciated how we've been able to "lean on" member districts, and they on us.
- The College & Career Specialists held their first annual Tri-Valley Career Fair, which included businesses and apprenticeships.

**Fiscal**

- TVROP completed the last of our CTE board presentations with member districts.
- TVROP migrated to the Google Education platform, which is free for educational institutions,

from Google Business, which we were paying for.

- Superintendent Duncan met with Senator Glaser's office and Rebecca Bauer Kahan to express our opposition of AB 839, which is backed by CTA. The bill doesn't consider ROP's and that CTE credentials are industry specific.
- Assemblymen O'Donnell continues to try to increase CTEIG dollars from the current \$150 million, reduced from the original \$400 million.
- The presentation Superintendent Duncan and her colleagues made to the State Department of Finance last fall made a lasting impact. We've been informed that the May Revise includes \$84 million to ROP JPA's with funds to be spent by 2023.

### **Programs**

- TVROP has a 17% increase in student registrations from last year.
- TVROP was very excited to be able to bring students back to Middle College these last 3 weeks in "raft" support groups, one cohort at a time.
- TVROP administered COVID-19 testing for their employees, as did your districts, who graciously agreed to test our teachers working at your sites.
- TVROP and member districts were awarded SWP Round 3, which includes funding for Fire Science and Emergency Preparedness. The Livermore-Pleasanton Fire Department has agreed to partner with us.

### **Relationships**

- Superintendent Duncan is scheduled to pick-up additional PPE supplies from ACOE on June 1.
- TVROP was very proud that the Dreammakers and Risktakers event included recognition of two students from Dawn Pavon's DPOC program for the Wellness Center, and two students from Amy Brown's Middle College program.
- TVROP is working with Lawrence Livermore National Lab on a project similar to the Girl's Garage Project, which is a program/project for girls in the trades.
- In May TVROP had our end of year TEC celebration, which included some phenomenal speakers.

## **12. BOARD MEMBER REPORTS**

In lieu of board members reports, Superintendent Duncan spoke about Catherine Kuo and asked the board members if they could share something about Catherine.

Trustee Rouse admired her kind spirit and her love of family and community.

Trustee Miller shared his admiration for Catherine's thirst for knowledge and her desire to do the right thing. "What kind of board member would I aspire to be?" It would be somebody who had the energy "to really, really own it", which was what Catherine had done.

Trustee Prusso recalled that she and Catherine connected immediately and it was easy to be friends. She was able to attend the candlelight vigil and expressed how touched and comforted she was by the hundreds of people who had gathered to remember Catherine, saying how proud of her she was and the work she had done for the Dublin board.

Superintendent Duncan appreciated Catherine for her kindness and humbleness and how she was a model for all of us.

**13. ANNOUNCEMENTS**

- The next Regular Meeting of the Joint Powers Governing Board will be held June 16, 2021 at 5:30 p.m.

**14. ADJOURNMENT**

Adjourned at 7:28 p.m.

Submitted,

*Approved and entered into the proceedings  
of the Board this 16<sup>th</sup> day of June, 2021*

DocuSigned by:

*Julie Duncan*

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Julie Duncan  
Secretary to the Board

DocuSigned by:

*Emily Prusso*

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Emily Prusso  
Chairperson

EP/JD/lh