



Tri-Valley Regional Occupational Program

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JOINT POWERS GOVERNING BOARD

Minutes of the Regular Board Meeting of March 11, 2020

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

The meeting was called to order at 5:44 p.m.

Amy Miller – Absent

Prusso – Aye

Mark Miller – Aye

Kuo – Aye, alternate in attendance for Amy Miller

2. PUBLIC COMMENT – None

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

A. Public Employee: Discipline/Dismissal/Release/Leave/Employment

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

A. Flag Salute - Pledge of Allegiance

B. Approval of the Agenda

Vice Chairperson Prusso, motion to move Item 11 to be presented before Item 7, Consent Calendar.

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

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

5. PUBLIC COMMENT - None

6. RECOGNITIONS

Superintendent Duncan introduced each speaker for the student recognitions.

A. Recognition of Ilham Ansari, Dublin HS, Nursing – Presented by Instructor, Nancy McNeil

B. Recognition of Nilufar Kayhani, Middle College Graduate – Presented by Middle College Coordinator, Amy Brown

C. Recognition of Zack Moresco, Foothill HS, Sports & Entertainment Marketing, Presented by Instructor, Tami Raaker

D. Recognition of Alyssa Orphanopolous, Foothill HS, Honors Portfolio, Presented by Instructor, Chris Meyer (Teacher of the Year)

Vice Chairperson Prusso congratulated the students and complemented them on their “Real World” accomplishments at this early age and how capable they already are.

Ms. Kuo, agreed with Ms. Prusso.

Mr. Miller complemented and congratulated the students on their awards and the fact that this is just one of probably many to come.

11. SUPERINTENDENT’S REPORT – Moved and presented prior to Item 7

Superintendent Duncan reported on the many changes taking place in the County and all across the Country. Things are changing by the moment. The Board viewed a briefing written by Superintendent Duncan to be sent to staff. There were two important calls Superintendent Duncan participated in today; Alameda County Superintendents call with the CDC and Alameda County Health Department and the Chancellors Office of the California Community Colleges.

- Las Positas and Chabot Colleges are online as of March 16, staff receiving training
- Middle College and Criminal Justice Academy will continue as self-contained classes and staff will receive training for Canvas and online classes. Checking to make sure Wheels buses will continue and arrangements are being made for the free & reduced lunches.
- Working on clarifications on attendance
- CDC protocol will be attached to email being sent to staff
- Awaiting direction from district Superintendent's on DECA and HOSA events
- SAT is scheduled at LPC for 250 students; the test has been cancelled around the Country.
- Medical courses, Kaiser has asked all to stay home, not allowed at sites at this time to consolidate supplies for essential personnel. This displaces 24 students, Stanford Valley can still report. We are researching placements.
- Letters were sent out to all the students in each program this afternoon, thank you to Amy Robbins and Suzanne Smith. Amy Brown is in contact with all the departments our Middle College students are connected with.
- The Developmental Psychology of Children students have internships with childcare facilities, one being Las Positas and have confirmed it will remain open, but other student placements have closed.
- Field trips are being researched, Dinner with a Scientist has been cancelled being it is a gathering over 100 people, it may be rescheduled.
- LPC math tutoring closed for the high school students
- Leadership Pleasanton is cancelled

Those were the pressing issues that have come up over the last 24 hours, we await guidance from our member district Superintendent's.

Regular report

- Staff development January 29
- Guided Pathways meeting at Las Positas
- Las Positas, Roanna Bennie celebration/retirement and Dr. Foster welcome celebration
- TEC meeting was February 13th. The Tri-Valley Education Collaborative has been meeting for almost 30 years this consortium is the reason we do so well with all our grants due to our proven success.
- She Leads summit
- Dublin Unified School District annual CTE Presentation March 10
- School sites have had their Expos and TVROP students have been there in their gear
- Amy Brown and Amy Robbins have been working on the 145 Middle College applications; interviews will be set up at the individual high schools. The interview panels will consist of a representative from Las Positas, TVROP, the students home school and a middle college instructor. Application review complete by the 20th and students need to let us know by the 25th. The waitlist will be created after and the Welcome to Middle College nights and counseling meeting on Saturday May 2nd for priority registration.
- Educating for Careers conference in Long Beach, February 26 – 29, it is the largest CTE conference. Excellent speakers and great delivery.

- In the past four years, as a region, we have brought in about 17 million dollars. This week we received confirmation on the CTEIG that we will receive \$177,000 more than last year to for an amount of more than \$1,000,332 and SWF grant of \$676,000.

Vice Chairperson Prusso, commented on the current challenges everyone is facing and how nice it is to get consistent information.

7. **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 January 22, 2020**

The Board will consider approving minutes from the January 22, 2020 Board Meeting.

B. **Approval of Bill and Salary Reports – January 1 – February 28, 2020**

The Board will consider the approval of Bill and Salary warrants which show the District's operating and salary expenditures for the prior months.

C. **Approval of Purchase Order Summary – January 1 – February 28, 2020**

The Board will consider the approval of the purchase order summary which shows encumbrances of District funds for the prior months.

D. **Approval of Memorandums of Understanding with Member Districts' for Transition Specialist Services for 2020-2021**

The Board will consider approving a MOU's between TVROP, Dublin, Livermore Valley Joint, and Pleasanton Unified School Districts for shared services of a Transition Specialist with costs reimbursable to TVROP.

E. **Approval for Partner Organization Agreement**

Ms. Brown, Middle College Coordinator, has received a request to partner with University of California, Berkeley Extension to mentor a student. The student must complete 40 hours of volunteer time to satisfy the requirements of their College Admission and Career Planning Certificate Program.

F. **Approval of Donations**

The Board will consider the approval of donations received through February 20, 2020.

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. **Approval of the Second Interim Report - action**

Superintendent Duncan introduced Ms. Teresa Fiscus, CBO for Tri-Valley ROP. Superintendent Duncan thanked her for all her continued support.

Ms. Fiscus reviewed the current budget, changes in revenue, expenditures and net fund balance changes as of January 31, 2020. Upon completion of the presentation and questions, recommended that the Tri-Valley Regional Occupational Program Board approve the 2019-2020 Second Interim Report with a Positive Certification.

Vice Chairperson Prusso thanked Ms. Fiscus for such a great presentation.

<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. Approval of Personnel Document #031120 - action

The Board Personnel Document #031120.

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

C. Approval of Audit Firm and Contract Award - action

Superintendent Duncan introduced the item and Ms. Fiscus gave detailed information on the applicants, their submitted packets and presented a recommendation to approve a contract with the audit firm of CWDL for auditing services for the fiscal years of 2019-2020, 2020-2021 and 2021-2022.

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

10. CORRESPONDENCE

- Alameda County Office of Education, 2019-20 First Interim Budget Report Letter
- California State Controller, Audit Certification Letter for Fiscal Year 2018-19

11. SUPERINTENDENT'S REPORT – Item presented prior to the Consent Calendar

12. BOARD MEMBER REPORTS

Mr. Mark Miller stated how happy he is to be a part of the board.

Ms. Catherine Kuo stated that she appreciates all the explanations and although is not a numbers person she understood Ms. Fiscus' report. Ms. Kuo is very pleased to learn about all the programs offered to students, what she has learned attending the TEC meetings and thanked Superintendent Duncan for the accomplishments on a shoestring staff and budget.

Ms. Emily Prusso expressed her appreciation of the collaboration in the Tri-Valley, sympathy to Pleasanton Unified for the Bond not passing and thanked everyone for their hard work in these strange times.

13. ANNOUNCEMENTS

- The next Regular Meeting of the Joint Powers Governing Board is scheduled for Wednesday, May 6, 2020.

14. ADJOURNMENT

There being no further business, Vice Chairperson Prusso adjourned the meeting at 7:16 p.m.

Original Signed

Submitted,

Julie Duncan

Julie Duncan
Secretary to the Board

*Approved and entered into the proceedings
of the Board this 6th day of May, 2020.*

Amy Miller
Board Chairperson