



Tri-Valley Regional Occupational Program

1040 Florence Road, Livermore, CA 94550

Ph. (925) 455-4800 - Fax (925) 449-9126

JOINT POWERS GOVERNING BOARD

Regular Board Meeting of June 14, 2023

5:30 p.m. Closed Session

6:00 p.m. Open Session

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

Chairperson Prusso called the meeting to order at 5:30 p.m.

Prusso -Yes

Speck – Yes

Maher - Yes

Board Trustee, Steve Maher, participated in the meeting via Zoom due to being outside the Tri-Valley Regional Occupational Program's District Office jurisdiction. He was located at 1431 Groth Circle, Pleasanton, CA 94566. The meeting agenda was posted at this teleconference location; the location was accessible to the public.

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 Performance Evaluation

Title: Superintendent

B. Conference with Labor Negotiator: Unrepresented Employee

Agency Negotiator: Board Chairperson

Unrepresented Employee: Superintendent

4. RECONVENE IN OPEN SESSION – Meeting called back to order at 6:00 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>
Speck	Prusso	3	0	0	0

C. Announcement of Any Reportable Action Taken in Closed Session

Chairperson Prusso reported the board gave a positive evaluation for Superintendent Duncan.

5. PUBLIC COMMENT – None

6. RECOGNITIONS

A. Tri-Valley ROP Staff Recognition

Staff presented Tri-Valley ROP Spreading AWESOMENESS throughout the 2022-2023 School

year.

7. CONSENT CALENDAR – MOTIONS

Trustee Prusso asked to pull Item A for a separate vote due to the fact that she was not in attendance for the item.

Approval of B-K Consent Items

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Maher	Speck	3	0	0	0

- A. **Approval of the Minutes from the Regular Board Meeting of May 3, 2023** - Deferred
The Board approved the minutes from the May 3, 2023 Board Meeting.
- B. **Approval of the Bill and Salary Report – May 1 – May 31, 2023**
The Board approved the Bill and Salary Reports, which show the District’s operating and salary expenditures for the period noted.
- C. **Approval of the Purchase Order Summary – April 1, 2023 – May 31, 2023**
The Board approved the Purchase Order Summary which show the encumbrances of District funds for the period noted.
- D. **Approval of the Memorandum of Understanding with Pleasanton Unified School District for the 2023 – 2024 Middle College Coordinator**
The Board approved the MOU with Pleasanton Unified School District (PUSD) for the 2023 – 2024 school year.
- E. **Approval of Memorandums of Understanding for 2023 – 2024 with Member Districts**
The Board approved the MOU’s between TVROP, Dublin, Livermore Valley Joint and Pleasanton Unified School Districts for shared services with costs reimbursable to TVROP and member districts respectively.
- F. **Approval of Memorandums of Understanding with Livermore Valley Joint Unified School District for Services during 2023 – 2024**
The Board approved the MOU’s with Livermore Valley Joint Unified School District (LVJUSD) providing Financial Services, Auto Shop-Livermore High School and Mocho Maintenance and Custodial Services.
- G. **Acceptance of Donations**
The Board approved the donations received up to June 1, 2023.
- H. **Approval of Surplus Equipment**
The Board approved Surplus Equipment either for sale, donation or disposal, per Education Code Sections 17545.
- I. **Approval of Field Trip Handbook for Staff and Fillable PDF Field Trip Request Form**
The Board approved the TVROP Field Trip Handbook and Fillable Field Trip Request Form.

J. Retro 2023 – 2024 Certificated Salary Schedule Curricular Rate Change to March 15, 2023

The Board approved the March 15, 2023 Board approved curricular rate change of \$45/hr. on the 2023 – 2024. Certificated Salary Schedule retro to March 15, 2023.

K. CWDL Audit Contract Renewal

The Board approved the CWDL Audit Contract through 2024 – 2025.

8. DEFERRED CONSENT ITEM/S – None

Consent Item A was taken as a separate vote due to Trustee Prusso not in attendance.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Speck	Maier	3	0	0	0

9. INFORMATION / ACTION ITEMS

A. Approval of TVROP Master Schedule – Action

Staff provided a schedule of courses for 2023 – 2024.

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

B. Personnel Document – Action

The Board must act on all issues regarding employees of the TVROP. The Personnel Document specifies each individual area and may include new hires, resignations, retirements and/or vacancies.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Speck	Maier	3	0	0	0

C. First and Final Reading of Board Policy 3100 (c), Business and Non-Instructional Operations – Action

Staff presented the updated Board Policy 3100 (c), Business and Non-Instructional Operations and ask the Board to approve as written.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Speck	Maier	3	0	0	0

D. Public Hearing on the Proposed 2023 – 2024 Budget – Information/Discussion

Open Public Hearing for the 2023 – 2024 Tri-Valley Regional Occupational Program Budget held in Compliance with California Education Code 42103.

E. Proposed Budget and Adoption for 2023 – 2024 – Discussion/Action

Teresa Fiscus presented the proposed Budget and Adoption for 2023-2024 to the Board.

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

F. Ratification of the Superintendent’s Contract – Action

The Board approved the Superintendent’s Contract, during closed session, contractual negotiations resulted in said parties’ agreement of the terms resulting in an Employment Contract.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Speck	Maher	3	0	0	0

10. SUPERINTENDENT’S REPORT

Julie Duncan, Superintendent, reported on recent meetings, activities, or legislation.

Customer Service

- Superintendent Duncan started a technology training series for the office staff.
- Amy Brown will be training the office staff on Google Suite.

Programs

- The Middle College Celebration was a great evening celebrating the Middle College students graduating and celebrating their accomplishments.
- Teacher externships are being finalized.
- Suzanne and Dawn put a great in-service together for all of the TVROP teachers and staff. Everyone seemed to enjoy the content.
- Dawn Pavon with experience as a Tri-Valley ROP teacher will be working on implementing new reporting and documenting systems this summer.

Fiscal

- Superintendent Duncan and Teresa have been working with Keenan, EBSIG and ACSIG.
- Superintendent Duncan attended CAROCP June Board Meeting and the merger of the CTEIG and K12 SWP grants were discussed. The house and assembly have agreed at this time to merge but the Governor is promising a veto if that occurs. Either way it won’t take effect until the 2024-25 school year. Therefore, K12 SWP round 6 will come out in August and we will apply for it.

Relationships

- Superintendent Duncan was awarded the Las Positas College, Friend of the College honor and on May 27, 2023, she gave a commencement speech at the Las Positas Graduation Ceremony.
- Dream Makers Risk-Takers was a wonderful event and celebrating one of our Middle College students.

11. BOARD MEMBER REPORTS

Trustee Speck – The end of the school year events have been great. Enjoyed the last TEC meeting and the Middle College Ceremony.

Trustee Maher - Las Positas appreciates the Middle College Program. The program is a positive asset to Las Positas. Thank you Julie and your team!

12. ANNOUNCEMENTS

- The next Regular Meeting of the Joint Powers Governing Board is scheduled for Wednesday, September 13, 2023 at 5:30 p.m.

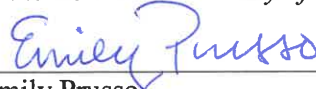
13. ADJOURNMENT – 7:10 p.m.

Submitted,



Julie Duncan
Secretary to the Board

*Approved and entered into the proceedings
of the Board this 13rd day of September, 2023*



Emily Prusso
Chairperson

EP/JD/rv