



Tri-Valley Regional Occupational Program

1040 Florence Road, Livermore, CA 94550

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

JOINT POWERS GOVERNING BOARD

Agenda for the Regular Board Meeting and Budget Hearing

June 15, 2016

5:00 pm Closed Session, 6:00 pm Open Session

THE MISSION OF TRI-VALLEY ROP IS TO:

- Educate and train a broad spectrum of students by providing a bridge of opportunity connecting school to continuing education and career.
- Support and guide the development of life and career skills valued by business, industry, colleges, and society.
- Provide an environment of continuous program improvement, responsive to the changing needs of students, employers, and industry.
- Educate all students, including Adults in Correctional Facilities, to acquire the skills, attitudes and values needed to find and retain jobs, to be socially responsible, and to make positive contributions to their families and the community.

JOINT POWERS GOVERNING BOARD MEETING PROCEDURES

Members of the public are encouraged to attend meetings of the Board. Individuals may address the Board regarding items *on* the agenda during the agenda item or, for Closed Session items, prior to Board adjournment into Closed Session. To address the Board regarding an item that *is* on the agenda, please complete a **blue speaker card** and submit it to the Administrative Assistant **prior** to Call to Order of the meeting or prior to the agenda item you wish to address. This allows the Board Chairperson to divide the available time among speakers.

Speakers may address the Board under agenda item **6.0, PUBLIC COMMENT**, regarding items of public interest within the Board's jurisdiction but are *not* on the agenda. Speakers should complete a **yellow speaker card** and submit it to the Administrative Assistant **prior** to Call to Order of the meeting. By law, the Board may listen to comments, but may not enter into discussion nor take action on any item not on the agenda. Time is limited to 3 minutes per speaker and 20 minutes per subject matter.

JOINT POWERS GOVERNING BOARD

Joan Laursen, Chairperson
(925) 519-5310

jlaursen@pleasantonusd.net

Member District: Pleasanton USD

Chuck Rogge, Vice Chairperson
(925) 447-1604

rogge.lvjUSD@isp.com

Member District:

Livermore Valley Joint USD

Dan Cunningham, Member
925-808-1084

cunninghamdan@dublinUSD.org

Member District: Dublin USD

Julie Duncan, Superintendent
(925) 455-4800 x 106

jduncan@tvrop.org

Secretary to the Governing Board

www.tvrop.org

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1. **CALL TO ORDER / ROLL CALL – 5:00 pm**

2. **PUBLIC COMMENT** – on posted closed session item/s

3. **ADJOURN TO CLOSED SESSION - Pursuant to Government Code §54957 and §54957.6**
 - 3.1 **Public Employee Discipline/Dismissal/Release/Leave/Employment**
 - 3.2 **Public Employee Performance Evaluation/Goals (2015-16/2016-17)**
Title: Superintendent

4. **RECONVENE IN OPEN SESSION**
 - 4.1 **Pledge of Allegiance**
 - 4.2 **Approval of the Agenda**
Prior to approving the agenda, a Board member may request that an agenda item be pulled or moved on the agenda.
 - 4.3 **Announcement of Any Reportable Action Taken in Closed Session**

5. **PUBLIC HEARING**
Public Hearing on the 2016- 2017 Budget
Open Hearing for the 2016 – 2017 Tri-Valley Regional Occupational Program Budget held in Compliance with California Education Code 42103.

Chairperson Laursen will open the hearing, call for public comment and close the hearing.
Note: Item 10.1 contains the recommended 2016-2017 budget.

6. **PUBLIC COMMENT** on matters *not* on the agenda
At this time, members of the public may address the Board regarding any matter that is *not* on the agenda. (For items that *are* on the agenda, the opportunity for public comment will be presented during each agenda item.) Speakers should submit a speaker card to the Administrative Assistant prior to Call to Order of the meeting: a *yellow card* for items not on the agenda and a *blue card* to speak during an agenda item. Time is limited to 3 minutes per speaker and 20 minutes per topic.

7. **RECOGNITIONS**
 - 7.1 In recognition of Jared Brandley, Granada High School student in Christine Capitani-Buckley’s Medical Occupations Class,

8. **CONSENT CALENDAR**
The Consent Calendar is for items that require the approval of the Board, but are routine in nature. The Board acts upon these items in one vote. Any member of the Board,

administration, or public may request that an item be pulled from the Consent Calendar and discussed and/or acted upon separately under Deferred Consent Items.

CONSENT - MOTIONS

- 8.1 Approval of Minutes from the Regular Board Meeting of May 18, 2016**
The Board will consider the approval of the minutes from the May 18, 2016 Board Meeting.
- 8.2 Approval of Bill and Salary Warrants – May 2016**
The Board will consider the approval of Bill and Salary warrants which show payment of the District’s operating and salary expenditures for the prior month.
- 8.3 Approval of Purchase Order Summary – May 2016**
The Board will consider the approval of the purchase order summary which shows encumbrances of the District funds for the prior month.
- 8.4 Approval of Memorandums of Understanding with Member Districts for Shared Services during 2016 – 2017**
The Board will consider approving 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.
- 8.5 Approval of Memorandums of Understanding with Livermore Valley Joint Unified School District for Services during 2016 – 2017**
The Board will consider approving MOU’s between TVROP and Livermore Valley Joint Unified School District for the following services; Business Services, Custodial at the Livermore High Campus for Auto Shop complex and the TVROP District Office.

9. DEFERRED CONSENT ITEMS

Items that are pulled from the Consent Calendar to be addressed individually will be discussed and acted upon at this time.

10. 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.

- 10.1 Proposed Budget Adoption for 2016 – 2017 – action**
Following a mandated Public Hearing on the 2015-16 Budget, it is appropriate for the Board to consider approval.
- 10.2 Approval of Personnel Document #061516 - action**
The Board must act on all issues regarding employees of the TVROP. The Personnel Document specifies each area, to include new hires, resignations, retirements and vacancies.

11. CORRESPONDENCE – none

12. SUPERINTENDENT'S REPORT

Superintendent, Duncan will report on recent meetings, activities, or legislation.

13. BOARD MEMBER REPORTS

Board members may wish to report on their recent activities.

14. ANNOUNCEMENTS

- The next Regular Meeting of the Board will be held September 10, 5:00 pm closed session, and 6:00 pm open session, unless otherwise posted.

15. ADJOURNMENT

JD/as



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
June 15, 2016

CONSENT CALENDAR – MOTION – 8.1

AGENDA ITEM:

8.1 – Approval of Minutes from the Regular Board Meeting of May 18, 2016

RECOMMENDED ACTION:

As part of the Consent Calendar, approve the presented minutes.

BACKGROUND:

The minutes from the Regular Board Meeting of May 18, 2016 are presented for Board Approval.

FISCAL IMPACT:

None

SUPPORTING DOCUMENTS:

- Minutes of May 18, 2016 Regular Board Meeting



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 May 18, 2016**

1. CALL TO ORDER / ROLL CALL – 5:00 pm

Chairperson Laursen called the meeting to order at 5:02 pm.

Roll Call/Establishment of Quorum

Joan Laursen, Chairperson

Dan Cunningham, Trustee

Julie Duncan, Secretary to the Board

Chuck Rogge, Vice Chairperson, joined the meeting at 6:06 pm

2. PUBLIC COMMENT

None

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

3.1 Public Employee Discipline/Dismissal/Release/Leave/Employment

3.2 Public Employee Performance Evaluation/Goals (2015-16)

Title: Superintendent

4. RECONVENE TO OPEN SESSION 6:00 pm

4.1 Flag Salute - Pledge of Allegiance

4.2 Approval of the Agenda

Prior to approving the agenda, a Board member may request that an agenda item be pulled or moved on the agenda.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Cunningham	Laursen	2	0	0	1

4.3 Announcement of Any Reportable Actions Taken in Closed Session

Chairperson Laursen reported that during closed session the Board took action to not reelect temporary certificated employee #A pursuant to Ed Code section 44954(b) and 44929.21 and directed Superintendent or designee to send the appropriate written notices. Roll Call vote as follows:

Ayes: Laursen, Cunningham

Noes: None

Absent: Rogge

Abstain: None

5. PUBLIC COMMENT

Glen Sparks, on behalf of PUSD, thanked Lynette, Fred and ROP for all the tremendous work on the Alameda County Inmate Education RFP.

6. RECOGNITIONS

- 6.1 Chairperson Laursen asked Superintendent Duncan to introduce the recognition for Lynette Marshall and gave background on the RFP to Alameda County Inmate Services.

Mr. Rutledge, Principal of Corrections addressed the Board and expanded on Lynette's contribution and her great contacts in community.

Lynette thanked the Board and all our staff for their help and for this recognition.

- 6.2 Chairperson Laursen asked Superintendent Duncan to introduce the recognition of Christine Capitani-Buckley for her award of Teacher of the Year for Tri-Valley ROP. Ms. Kathleen Frazer, Administrative Program Director spoke about Christine's award as TVROP Teacher of the Year and thanked Christine for her continued service to the students of the Tri-Valley.

- 6.3 Chairperson Laursen asked Superintendent Duncan to introduce the recognition of Martin Hernandez, Granada High School student, Debbie Nelson's marketing class.

Martin could not join us, Ms. Duncan read his recognition.

7. CONSENT CALENDAR

The Consent Calendar is for items that require the approval of the Board, but are routine in nature. The Board acts upon these items in one vote. Any member of the Board, administration, or public may request that an item be pulled from the Consent Calendar and discussed and/or acted upon separately under Deferred Consent Items.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Rogge	Cunningham	3	0	0	0

CONSENT - MOTIONS

- 7.1 **Approval of Minutes from the Regular Board Meeting of February 3, 2016**
The Board will consider approving minutes from the February 3, 2016 Board Meeting.
- 7.2 **Approval of Minutes from the Special Board Meeting of March 9, 2016**
The Board will consider approving minutes from the March 9, 2016 Board Meeting.
- 7.3 **Approval of Bill and Salary Reports - February 1, 2016 - April 30, 2016**
The Board will consider the approval of Bill and Salary warrants which show the District's operating and salary expenditures for the prior three months.
- 7.4 **Approval of Purchase Order Summary - February 1, 2016 - April 30, 2016**
The Board will consider the approval of the purchase order summary which shows encumbrances of District funds for the prior three months.

CONSENT - RESOLUTION

- 7.5 **Approval of Resolution No. 2015-16.11**
Ms. Duncan gave a summary of Ms. Palmer's 20 year career and

Board Members read the resolution to commend Ms. Palmer.

Ayes: Laursen, Cunningham, Rogge

Noes: None

Abstain: None

Absent: None

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.

9.1 Course Offerings Schedule for 2016 - 2017 - information

Superintendent Duncan gave an overview of the expansion of programs and the 2016/2017 school year. TVROP had over 250 applications for the Nursing and Med Occupations programs alone. In Nursing and Medical Occupations Nancy McNeil and Christine Buckley will be reaching out to employers this summer to get new internship sites for the additional course being added at Foothill High.

Christine Buckley arrived and gave information and an overview on what we are looking for in sites. Kaiser has agreed to give us more slots. A memory care facility will also give us more seats. Our students get actual day to day real life experiences.

Ms. Laursen asked what would a possible site need to do to bring in students and Superintendent Duncan reviewed what the steps are.

Mr. Cunningham has a John Muir connection he will introduce to Ms. Buckley and Ms. Laursen knows of a dentist's office that may have internship space available.

9.2 Approval Personnel Document #051816 - action

Superintendent Duncan reviewed the retirement, vacancies and resignations.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Rogge	Laursen	3	0	0	0

9.3 Approval of Salary Schedule Increase for 2016-2017 - action

Approve as presented; 2016-2017 Certificated Salary Schedule A, Classified Salary Schedule, Confidential Salary Schedule and Management Salary Schedule.

We adjusted salaries by 5% last year and all member districts did something similar. In keeping with the Board recommendation of a 3 – 5 year plan to bring salary schedules more in alignment, this year 3% is recommended.

Mr. Rogge asked how the increases will look at in the budget over our multi-year projection. Superintendent Duncan explained the JPGB JPA Agreement "up to" 4% possible increase per year. This is has not been requested in 16/17.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Laursen	Rogge	3	0	0	0

9.4 Cosmetology Contract Renewal for 2016-2017 - action

Superintendent Duncan reviewed the past year program and expectations for 16/17. Plan is to expand and possibly move, add students, and possibly open large new

facility in the future. Agreement is exactly the same as last year.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Rogge	Cunningham	3	0	0	0

10. CORRESPONDENCE

- Letter from Alameda County Office of Education, Second Interim Report 2015-2016

11. SUPERINTENDENT'S REPORT

Superintendent, Duncan reported on the following recent activity.

- Spring cleaning in the office and storage
- TEC 25th Year Celebration
- CAROP Coastal meeting sharing info
- Middle College update
- Dublin Board Meeting
- PUSD Board Meeting next week 5/24
- In-service 5/25, join us for dinner at 5
- Welding Camp planning for this summer
- Concurrent Enrollment
- CTEIG guidelines
- DGI Grant
- TEC Grant, all equip ordered
- A – G approvals, commended Heather Morelli, our courses are 80 % A-G, 93% college credit
- Server crash and working on a new server.
- SRJ – Sandy Turner II Ribbon Cutting Ceremony
- Attended PUSD Education Summit and met the new Superintendent
- New – ACSA – State Region 6 delegate
- New – NCS Alameda County Athletics Representative
- College & Career Fair at Foothill, October 13th working with Tami Raaker and Solana Olsen

12. BOARD MEMBER REPORTS

None

13. ANNOUNCEMENTS

- The next Regular Meeting of the Joint Powers Governing Board is scheduled for Wednesday, June 15, 2016.

14. ADJOURNMENT

There being no further business, Chairperson Laursen adjourned the meeting at 6:49 pm.

Original Signed

Submitted,

Julie Duncan
Secretary to the Board

*Approved and entered into the proceedings
of the Board this 15th day of June, 2016.*

Joan Laursen
Board Chairperson

JL: JD: as



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
 JOINT POWERS GOVERNING BOARD MEETING
 June 15, 2016

CONSENT CALENDAR – MOTION – 8.2

AGENDA ITEM:

8.2 – Approval of Bill and Salary Reports – May 2016

RECOMMENDED ACTION:

As part of the Consent Calendar, approve the presented bill and salary warrants.

BACKGROUND:

Bill and salary warrants are presented to the Board for ratification under the Consent Calendar at each regular JPGB meeting. The attached list of bill and salary warrants shows payment of the District’s operating and salary expenditures for the past two months. All of the warrants have been approved by the Alameda County Office of Education.

FISCAL IMPACT:

Operating expenditures were \$52,145.16 and payroll related expenditures were \$321,657.93.

SUPPORTING DOCUMENTS:

- Warrant – Disbursements Chart

WARRANT – DISBURSEMENTS	May 2016	TOTAL FOR PERIOD
PAYROLL RELATED	\$321,657.93	\$321,657.93
BOOKS/SUPPLIES	\$10,513.62	\$10,513.62
SERVICES	\$41,631.54	\$41,631.54
TOTAL	\$373,803.09	\$373,803.09

- Transaction Listing May 2016



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
June 15, 2016

CONSENT CALENDAR – MOTION – 8.3

AGENDA ITEM:

8.3 – Approval of Purchase Order Summary – May 31, 2016

RECOMMENDED ACTION:

As part of the Consent Calendar, approve the Summary of Purchase Orders, as presented.

BACKGROUND:

A summary of purchase orders is presented for Board approval under the Consent Calendar at each regular JPGB meeting and includes the purchase orders generated during the period since the last regular Board meeting. By issuing Purchase Orders the District is setting aside, or encumbering, funds for a specific purpose.

FISCAL IMPACT:

Total funds encumbered for this period are \$42,382.47

SUPPORTING DOCUMENTS:

- Purchase Order Descriptive Summary, May 1 - 31, 2016

LIVERMORE VALLEY JOINT UNIFIED SCHOOL DISTRICT

PURCHASE ORDER DESCRIPTIVE SUMMARY

<u>PO #</u>	<u>VENDOR NAME</u>	<u>REQUESTED BY</u>	<u>OBJECT DESCRIPTION</u>	<u>DATE</u>	<u>AMOUNT</u>
R16243	FINISH MASTER	RANDALL/LHS/TVROP	Materials & Supplies	05/05/2016	269.59
R16244	COIT SERVICES INC	SPALASSO/TVROP	Contracted Services	05/05/2016	300.00
R16245	MEDCO SUPPLY CO	HASENPFLUG/AMADOR/TVROP	Materials & Supplies	05/05/2016	1,610.24
R16246	ENT NETWORKS INC	NYSWONGER/TVROP	Materials & Supplies	05/05/2016	175.67
R16247	J&J PERFORMANCE AUTO PARTS	WOODWORTH/LHS/TVROP	Materials & Supplies	05/17/2016	250.00
R16249	MCMASTER-CARR SUPPLY CO	MINER/TVROP	Materials & Supplies	05/24/2016	360.76
R16250	FINISH MASTER	RANDALL/LHS/TVROP	Materials & Supplies	05/02/2016	207.74
R16251	AIM MAIL CENTER #33	SPALASSO/TVROP	Contracted Services	05/02/2016	893.55
R16252	QES COMPUTERS	NYSWONGER/TVROP	Materials & Supplies	05/02/2016	75.56
R16253	SLICART CUSTOM APPAREL	BUCKLEY/TVROP	Materials & Supplies	05/24/2016	409.46
R16254	STEALTH NETWORK COMMUNICATIONS	RUTLEDGE/SRJ	Non-Cap Technology Equip	05/31/2016	2,684.85
R16255	QES COMPUTERS	RUTLEDGE/SRJ	Materials & Supplies	05/31/2016	28,986.84
R16256	QES COMPUTERS	RUTLEDGE/SRJ/TVROP	Materials & Supplies	05/31/2016	4,107.88
R16257	QES COMPUTERS	RUTLEDGE/SRG/TVROP	Materials & Supplies	05/31/2016	1,072.33
R16258	AMERICAN RED CROSS	PAVON/TVROP	Materials & Supplies	05/31/2016	378.00
R16259	PLEASANTON UNIFIED SCHOOL DIST	SPALASSO/TVROP	Printing	05/31/2016	600.00
				Grand Total:	<u>42,382.47</u>



CONSENT CALENDAR MOTION – 8.4

AGENDA ITEM:

8.4 – Approval of Memorandums of Understanding for 2016 – 2017 with Member Districts

RECOMMENDED ACTION:

As part of the Consent Calendar, approve MOUs with Dublin Unified School District (DUSD), Livermore Valley Joint Unified School District (LVJUSD), and Pleasanton Unified School District (PUSD) for shared services for the 2016-17 school year. MOUs between TVROP and DUSD, LVJUSD, and PUSD to provide for TVROP employees to deliver services for these respective member districts with costs reimbursable to TVROP or, in some circumstances, TVROP will fund a regional pathway course reimbursing member districts for specific sections.

The positions and FTEs funded by the member districts are as follows:

Leann Nobida, College and Career Specialist	.50 FTE funded by DUSD
Solana Olsen, College and Career Specialist	.50 FTE funded by PUSD
Deborah Walker, College and Career Specialist	.50 FTE funded by PUSD
Danielle Mintz, Career Education Specialist	.50 FTE funded by LVJUSD
Ed Woodworth, Instructor (LHS CTE)	.50 FTE funded by LVJUSD
Dawn Pavon, Instructor (LHS CTE)	.0833 FTE funded by LVJUSD

The position and FTE funded by TVROP are as follows:

Dave Uken, DHS Instructor (CIM)	.20 FTE funded by TVROP
Eugene Chou, DHS Instructor (Engineering)	.20 FTE funded by TVROP
Peter Dragula, DHS Instructor (IT Essentials)	.20 FTE funded by TVROP
Josh Hill, PUSD Instructor (Biomed)	.20 FTE funded by TVROP
Tony Dennis, AVHS Instructor (Digital Elec)	.20 FTE funded by TVROP
Ross Kassebaum, FHS Instructor (Culinary)	.20 FTE funded by TVROP
TBD, Village (Work Experience)	.20 FTE funded by TVROP
Mike Waltz, LHS Instructor (Civil Eng./Arch)	.50 FTE funded by TVROP
Tom Curl, LHS Instructor (IT Essentials)	.25 FTE funded by TVROP
Contract with PUSD for Christine Capitani	1.017 FTE funded by TVROP

BACKGROUND:

Member districts have requested a continuance of shared services performed by TVROP employees. The regional approach is the focus of the TVROP Coordinating Council and it was determined that TVROP would fund certain regional courses for the Engineering pathway.

FISCAL IMPACT:

Estimated Cost billed back to member districts – \$190,592

Estimated Cost billed back to TVROP – \$351,483

SUPPORTING DOCUMENTS:

- Memorandums of Understanding (9)
- Contract with PUSD (1)

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Dublin Unified School District

June 15, 2016

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Dublin Unified School District in regard to Career Education Center services at Dublin High School performed by Leann Nobida for the 2016-2017 school year.

- DUSD will pay .50 FTE of Leann Nobida's salary and benefits for the 2016-2017 school year upon receipt of invoice.
- Tri-Valley ROP will pay .50 FTE of Leann Nobida's salary and benefits for the 2016-2017 school year.
- The estimated total cost, including statutory benefits, is \$62,480 for the 2016-2017 school year.
- DUSD's estimated total cost shall not exceed \$31,240. Tri-Valley ROP's estimated total cost shall not exceed \$31,240.
- DUSD additionally agrees to fund, not to exceed \$1800 in salary and statutory benefits additional Dublin High School overtime services.

Payments due from DUSD to Tri-Valley ROP will be invoiced monthly, with the final invoice by June 30, 2017.

SIGNATURES OF AGREEMENT:

Beverly Heironimus, Assistant Superintendent
Business Services
Dublin Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Pleasanton Unified School District

June 15, 2016

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Pleasanton Unified School District in regard to Career Education Center services at Foothill High School, performed by Solana Olsen, for the 2016-2017 school year.

- PUSD will pay .50 FTE of Solana Olsen salary and benefits for the 2016-2017 school year upon receipt of invoice.
- Tri-Valley ROP will pay .50 FTE of Solana Olsen salary and benefits for the 2016-2017 school year.
- The estimated total cost, including statutory benefits, is not to exceed \$67,112 for the 2016-2017 school year.
- PUSD's estimated total cost shall not exceed \$33,556. Tri-Valley ROP's estimated total cost shall not exceed \$33,556.
- PUSD additionally agrees to fund not to exceed 20 hours of Foothill High School overtime services not to exceed \$1,000 in salary and statutory benefits.

Payments due from PUSD to Tri-Valley ROP will be invoiced monthly, with the final invoice by June 30, 2017.

SIGNATURES OF AGREEMENT:

Dr. Odie Douglas, Assistant Superintendent
Educational Services
Pleasanton Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Pleasanton Unified School District

June 15, 2016

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Pleasanton Unified School District in regard to Career Education Center services at Amador Valley High School, performed by Deborah Walker, for the 2016-2017 school year.

- PUSD will pay .50 FTE of Deborah Walker's salary and benefits for the 2016-2017 school year upon receipt of invoice.
- Tri-Valley ROP will pay .50 FTE of Deborah Walker's salary and benefits for the 2016-2017 school year.
- The estimated total cost, including statutory benefits, is \$68,638 for the 2016-2017 school year. PUSD's estimated total cost shall not exceed \$34,319. Tri-Valley ROP's estimated total cost shall not exceed \$34,319.
- PUSD additionally agrees to fund not to exceed 20 hours of Amador Valley High School overtime services not to exceed \$1,000 in salary and statutory benefits.

Payments due from PUSD to Tri-Valley ROP will be invoiced monthly, with the final invoice by June 30, 2017.

SIGNATURES OF AGREEMENT:

Dr. Odie Douglas, Assistant Superintendent
Educational Services
Pleasanton Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Livermore Valley Joint Unified School District

June 15, 2016

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Livermore Valley Joint Unified School District in regard to Career Education Center services at Granada High School performed by Danielle Mintz Watson for the 2016-2017 school year.

- LVJUSD will pay .50 FTE of Danielle Mintz Watson's salary and benefits for the 2016-2017 school year upon receipt of invoice.
- Tri-Valley ROP will pay .50 FTE of Danielle Mintz Watson's salary and benefits for the 2016-2017 school year.
- The estimated total cost, including statutory benefits, is \$71,560 for the 2016-2017 school year.
- LVJUSD's estimated total cost shall not exceed \$35,780. Tri-Valley ROP's estimated total cost shall not exceed \$35,780.
- LVJUSD additionally agrees to fund not to exceed 40 hours of Granada High School overtime services not to exceed \$1,800 in salary and statutory benefits.

Payments due from LVJUSD to Tri-Valley ROP will be invoiced monthly, with the final invoice by June 30, 2017.

SIGNATURES OF AGREEMENT:

Susan Kinder, Chief Business Official
Livermore Valley Joint Unified School District

Date: _____

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Livermore Valley Joint Unified School District

June 15, 2016

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Livermore Valley Joint Unified School District in regard to a teaching contract for Dawn Pavon for the 2016-2017 school year. This contract is for Non-ROP classes taught for and on the Livermore High School campus.

0.0833 FTE Instructor – Human Relations and Development at Livermore High – one section, third trimester.

Length of Contract: One Trimester - (March 13, 2017 to and including June 8, 2017)

- LVJUSD will pay .0833 FTE of Dawn Pavon’s teaching contract for the 2016-2017 school year upon receipt of invoice.
- The estimated total cost, including statutory benefits, is not to exceed \$6,912 for the 2016-2017 school year.
- Sub costs for LHS, if incurred, will be additionally invoiced.

Payments due to LVJUSD to Tri-Valley ROP will be invoiced by June 30, 2017.

SIGNATURES OF AGREEMENT:

Susan Kinder, Chief Business Official
Livermore Valley Joint Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Dublin Unified School District

June 15, 2016

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Dublin Unified School District in regard to a joint teaching contract for three career pathway instructors. Dave Uken, Instructor for Computer Integrated Manufacturing; Eugene Chou, Instructor for Principals of Engineering; Peter Dragula, Instructor for IT Essentials (TEC) for the 2016-2017 school year.

- Tri-Valley ROP will pay .20 FTE of Dave Uken's teaching contract for the 2016-2017 school year.
- Tri-Valley ROP will pay .20 FTE of Eugene Chou's (DGI) teaching contract for the 2016-2017 school year.
- Tri-Valley ROP will pay .20 FTE of Peter Dragula's (TEC) teaching contract for the 2016-2017 school year.
- The estimated total cost to Tri-Valley ROP, including statutory benefits, is not to exceed \$64,500 for the 2016-2017 school year.

Payments due from Tri-Valley ROP to DUSD will be invoiced by June 30, 2017.

SIGNATURES OF AGREEMENT:

Beverly Heieronimus, Asst. Superintendent
Dublin Unified School District

Date: _____

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program
And
Pleasanton Unified School District
June 15, 2016

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Pleasanton Unified School District in regard to a joint teaching contract for four career pathway sections. Josh Hill, Foothill High School Instructor for Principles of Biomedical Sciences, Tony Dennis, Amador Valley High School for Digital Electronics, Ross Kassebaum, Foothill High School for Culinary Arts and an Instructor TBD, Village High School Work Experience.

- Tri-Valley ROP will pay .20 FTE of Josh Hill's (FHS) teaching contract for the 2016-2017 school year.
- Tri-Valley ROP will pay .20 FTE of Tony Dennis' (FHS) teaching contract for the 2016-2017 school year.
- Tri-Valley ROP will pay .20 FTE of Ross Kassebaum (FHS) teaching contract for the 2016-2017 school year.
- Tri-Valley ROP will pay .20 FTE of Instructor TBD (VHS) teaching contract for the 2016-2017 school year.
- The estimated total cost to Tri-Valley ROP for all sections listed above, including statutory benefits, is not to exceed \$95,159 for the 2016-2017 school year.

Payments due from Tri-Valley ROP to PUSD will be invoiced by June 30, 2017.

SIGNATURES OF AGREEMENT:

Dr. Odie Douglas, Assistant Superintendent
Educational Services
Pleasanton Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Livermore Valley Joint Unified School District

June 15, 2016

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Livermore Valley Joint Unified School District in regard to a joint teaching contract for two career pathway instructors. Mike Waltz, Instructor for Civil Engineering and Architecture and Tom Curl, Instructor for IT Essentials (TEC) at Livermore High School for the 2016-2017 school year.

- Tri-Valley ROP will pay .50 FTE of Mike Waltz's (LHS) teaching contract for the 2016-2017 school year.
- Tri-Valley ROP will pay .25 FTE of Tom Curl's (LHS) teaching contract for the 2016-2017 school year.
- The estimated total cost to Tri-Valley ROP, including statutory benefits, is not to exceed \$76,478 for the 2016-2017 school year.

Payments due from Tri-Valley ROP to LVJUSD will be invoiced by June 30, 2017.

SIGNATURES OF AGREEMENT:

Susan Kinder, Chief Business Official
Livermore Valley Jt. Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

**AGREEMENT FOR SERVICES OF AN INSTRUCTOR
between the
PLEASANTON UNIFIED SCHOOL DISTRICT
and
TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM**

This Agreement (hereinafter "Agreement") for the services of an instructor is by and between the Pleasanton Unified School District (hereinafter "District"), and the Tri-Valley Regional Occupational Program (hereinafter "TVROP"). The District and TVROP are hereinafter referred to collectively as "parties."

**A.
RECITALS**

1. Christine Capitani ("Capitani") is currently employed by the District.
2. The TVROP desires to utilize Capitani during the 2016-17 school year as a Medical Occupations Instructor for the TVROP, and the District has agreed to allow Capitani to accept this assignment for the 2016-17 school year.
3. The District and TVROP enter into this Agreement in order to allow Capitani to serve as an Instructor for the TVROP, while remaining a District employee.

**B.
TERMS AND CONDITIONS**

The District and TVROP agree:

1. Term of Agreement
 - a. Term

This Agreement shall commence on July 1, 2016 and shall end on June 30, 2017.

2. Provision of Instructor

For the term of this Agreement, the District shall make Capitani available to serve as an Instructor for the TVROP.

3. Employee Status

While serving as an Instructor for the TVROP, Capitani shall remain an employee of the District for the purpose of receiving compensation, retirement benefits, state mandated requirements and other employer provided benefits.

4. Direction and Control

When performing duties as Instructor for the TVROP, Capitani shall be under the direction and control of the TVROP.

5. Duties of Instructor for the TVROP

a. As Instructor for the TVROP, Capitani shall perform duties and responsibilities as set forth by the TVROP.

6. Compensation and Benefits

a. TVROP shall reimburse the District for the actual cost of the salary and mandatory benefits paid to Capitani in 2016-17 in accordance with Exhibit "A" (Pleasanton Unified School District 2015-2016 Certificated Salary Schedule) for Capitani's current District position as a certificated district employee. Additionally, the TVROP has informed the District that Capitani will work for the TVROP and be compensated at a percentage of 1.017% of full time employment (FTE) and therefore Capitani will be compensated and the District will be reimbursed by TVROP at 1.017% of the appropriate PUSD certificated salary schedule "cell". The salary is currently calculated for 2016-17 as:

\$ 100,913 Salary (calculated at 1.017% of Step 17 / Column V: \$95,593)
\$ 750 Master's Stipend
\$ 16,683 Mandatory Benefits
\$118,346 Total

b. Reimbursement to the District shall be monthly for service provided to TVROP by Capitani @ \$9,862 invoiced monthly.

c. Capitani shall earn ten (10) days of sick leave per school year.

d. If there were to be any Pleasanton Unified School District Board Approved increase or decrease to the Certificated Salary Schedule for the 2016-17 school year, the amount to be reimbursed to the District pursuant to 6(a) above could increase or decrease.

7. Complaints

Any and all allegations or complaints, whether formal or informal, made to the District against Capitani relating to her services as instructor for the TVROP, shall be disclosed to the TVROP. Likewise, any and all allegations or complaints, whether formal or informal,

made to the TVROP against Capitani relating to her services as instructor for the TVROP, shall be disclosed to the District. By agreeing to serve as Instructor for the TVROP, and agreeing to accept the terms and conditions of this Agreement, Capitani authorizes both the District and the TVROP to disclose any allegations or complaints, whether formal or informal, and the results of any investigation(s) to one another.

Upon receipt of an allegation or complaint, the District and the TVROP shall determine whether the District or the TVROP will be the primary agency to investigate the concern. Nothing in this Paragraph shall prohibit the District from investigating any allegation or complaint it chooses to investigate. Following an investigation of an allegation or complaint, the TVROP may, at its sole discretion, either terminate this Agreement, pursuant to Paragraph 8 below, or take other appropriate action. Nothing set forth in this Paragraph shall prohibit the District from imposing appropriate discipline upon Capitani while serving as an Instructor for the TVROP as an employee of the District.

8. Termination of Agreement

This Agreement may be terminated by the TVROP, at any time and with or without cause by the TVROP. Termination of this Agreement during the year shall not affect the TVROP's obligation to reimburse the District for the full year of costs associated with Capitani's employment for that year.

9. Entire Agreement

This Agreement constitutes the entire agreement between the parties and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may only be amended or modified by an agreement in writing signed by all the parties.

10. Waiver

None of the provisions of this Agreement shall be considered waived by either party unless such waiver is specified in writing.

11. Severability

Should any provision of this Agreement be held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall continue in full force and effect.

12. Governing Law/Venue

This Agreement shall be governed by the laws of the State of California. Venue shall be in Alameda County.

13. Execution

By executing this Agreement, the District and TVROP acknowledge that they have carefully read, and agree to be bound by, all terms and conditions contained in this Agreement.

14. Notices

Formal notices, communications or demand to a party shall be sufficiently given if either (a) personally delivered, (b) mailed by registered or certified mail, first class postage prepaid, return receipt requested, to the principal office of TVROP or to the District, or (c) delivered by Federal Express or other reliable private express delivery service to the principal office of TVROP or to the District, as follows:

If to TVROP: Julie Duncan
TVROP, Superintendent
1040 Florence Road
Livermore, CA 94550

If to the District: Dianne Howell
Pleasanton Unified School District, Asst. Superintendent
4665 Bernal Avenue
Pleasanton, CA 94566

15. Counterparts

This Agreement may be executed in identical counterparts, each of which shall constitute a duplicate original.

16. Indemnification

Each Party shall indemnify, defend, and hold harmless each other Party, its board, employees and representatives from any and all costs incurred in any administrative or civil action related to actions or omissions related to performance under this Agreement. This indemnification shall apply wherever any such cost arises in whole or in part from the negligent, wrongful or willful acts or omissions of the indemnifying party, its employees, agents, subcontractors, independent contractors, consultants or other representatives. This indemnification shall extend to include, but not be limited to attorneys' fees and costs of defense, and any administrative or judicial decision requiring a Party to provide money or services. This indemnity provision shall survive the term of this Agreement.

PLEASANTON UNIFIED SCHOOL DISTRICT

By: *Dianne Howell*
Dianne Howell, Assistant Superintendent

Dated: 5/24/16

TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM

By: _____
Julie Duncan, Superintendent

Dated: _____

I, Christine Capitani, agree to serve as a TVROP Instructor, and agree to the terms and conditions set forth in this Agreement.

Dated: _____

Christine Capitani

**Pleasanton Unified School District
2015-16 Certificated Salary Schedule
Annual Salary (185 days)**

Effective July 1, 2015 - June 30, 2016

Note: Annual salary based on daily rate times 185-day work year

STEP	COLUMN I BA < 30		COLUMN II BA+30		COLUMN III BA+45		COLUMN IV	COLUMN V
	Alternate	Standard ⁶	Alternate	Standard ⁶	Alternate	Standard ⁶	BA+60	BA+75
1	59,505	64,559	60,016	64,559	62,520	64,559	65,637	68,460
2	59,505	64,559	62,134	64,559		64,758	67,667	70,577
3	61,487	64,559	64,253	64,559		67,004	69,761	72,759
4	63,476	64,559		66,359		69,240	72,133	75,010
5		65,464		68,696		72,204	74,497	77,508
6		67,446		70,585		73,724	76,828	80,003
7				72,699		75,964	79,242	82,507
8				74,817		78,213	81,603	85,002
9				76,926		80,457	83,978	87,514
10				79,041		82,691	86,352	90,000
11				81,158		84,939	88,717	92,504
12						87,179	92,096	96,014
13								96,014
14								96,014
15								96,014
16								99,226
17								99,226
18								99,226
19								99,226
20								105,865

FOOTNOTES:

- (1) Masters stipend - \$750 (increase from \$500 effective 7/1/13)
- (2) Doctorate stipend - \$750 (increase from \$650 effective 7/1/13)
- (3) National Board Certification stipend (teaching and speech & language) - \$750 (increase from \$500 effective 7/1/13)
- (4) Hourly rate - \$32.15 (Effective 7/16/07)
- (5) Certificated unit members are granted up to and including six years of credit for previous teaching experience.
- (6) **Standard** - Possess a BA/BS or higher degree and a California Teaching Credential.
- (7) 185-day work year
- (8) New Stipend for Head Counselor @ Comprehensive High Schools - \$1,700 (effective 7/1/14)
- (9) New Stipend for Head Counselor @ Middle Schools - \$850 (effective 7/1/14)
- (10) BCLAD stipend - \$500 (increase from \$300 effective 7/1/15)
- (11) New Stipend for Elementary with Combo class - \$500 (effective 7/1/15)
- (12) New Stipend for PBIS Site Committee member - \$500 (effective 7/1/15)

includes 3.8% increase effective 7/1/15

Board Approved: 8/18/15



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
June 15, 2016

CONSENT CALENDAR- MOTION - 8.5

AGENDA ITEM:

8.5 – Approval of Memorandum of Understandings (MOUs) with the Livermore Valley Joint Unified School District (LVJUSD) for Business Services and Custodial Services for the Auto Shop at Livermore High School and the Arroyo Mocho Administration Building.

RECOMMENDED ACTION:

As part of the Consent Calendar, approve the Memorandums of Understanding (MOUs).

BACKGROUND:

The Tri-Valley Regional Occupational Program chooses to continue existing services with the Livermore Valley Joint Unified School District providing business support and custodial services.

FISCAL IMPACT:

Estimated annually at \$138,621.80

Business Services, budget, accounting and payroll services – estimated at \$124,966 annually

Custodial Services for Arroyo Mocho Site - estimated at \$4,762.80 annually

Custodial Services for Auto Shop at Livermore High School - estimated at \$8,893 annually

SUPPORTING DOCUMENTS:

- Memorandum of Understanding (MOU) for budget, accounting and payroll services
- Memorandum of Understanding (MOU) for custodial & maintenance services for the administration building located at Arroyo Mocho Elementary School
- Memorandum of Understanding (MOU) for custodial & maintenance services for the auto shop located at Livermore High School

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Livermore Valley Joint Unified School District

June 15, 2016

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program (TVROP) and Livermore Valley Joint Unified School District (LVJUSD) in regard to a joint contract for budget, accounting and payroll services for the 2016-2017 school year.

TVROP will pay LVJUSD \$81,648 for services as follows:

- Maintain and update the ROP budget on the Business Plus system with the coordination of TVROP staff.
- Process purchase orders and issue account payable warrants.
- Issue invoices as necessary and receipt payments and apportionments.
- Ensure that STRs, PERs, and payroll taxes are paid timely.
- Prepare First, Second and Third Interim Reports if and when necessary and present to the Board and interested parties.
- Maintain a three year budget projection.
- Close the 2015-16 books, determine receivables, payables, deferrals and ending balance in the SACS software.
- Maintain a current cash flow.
- Work with contracted auditors and present the 2015-16 audit to the Board once completed.

The TVROP will also pay \$43,318 for 20 hours per week of in-house contracted services.

Total cost for the above services \$124,966 annually.

Payment from Tri-Valley ROP will be made by invoice dated December 31, 2016 for half of the contract (\$62,483) and the remainder (\$62,483) will be invoiced June 30, 2017.

SIGNATURES OF AGREEMENT:

Susan Kinder, Chief Business Official
Livermore Valley Joint Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Livermore Valley Joint Unified School District

June 15, 2016

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Livermore Valley Joint Unified School District in regard to a joint contract for custodial and maintenance services for the administration building located at Arroyo Mocho Elementary School for the 2016-2017 school year.

- LVJUSD will provide custodial and maintenance services for the administration building offices, restrooms, break room, workroom and main office lobby area.
- Daily services will include emptying waste containers and replenishment of dispensers for paper and soap supplies and disinfect toilets.
- Weekly service includes cleaning floor surfaces: vacuuming carpet, sweep and mop floor tile, fixtures, mirrors and sinks. Spot clean floors, doors and walls and dust as needed.
- Annual services will include shampoo of carpet, strip and wax floor tile and window cleaning inside and out.
- The total cost for the above custodial services and supplies is \$396.90 per month.
- Maintenance repairs will be billed for time and materials as needed.

Payment from Tri-Valley ROP will be made biannually with \$2,381.40 due on December 1, 2016 and \$2,381.40 due on June 1, 2017.

SIGNATURES OF AGREEMENT:

Susan Kinder, Chief Business Official
Livermore Valley Joint Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved

MEMORANDUM OF UNDERSTANDING

Tri-Valley Regional Occupational Program

And

Livermore Valley Joint Unified School District

June 15, 2016

This is a Memorandum of Understanding (MOU) between the Tri-Valley Regional Occupational Program and Livermore Valley Joint Unified School District in regard to a joint contract for custodial maintenance services for the auto shop located at Livermore High School for the 2016-2017 school year.

- LVJUSD will provide daily custodial maintenance services for the interior classroom, restrooms, locker room and office area.
- Daily services will include; cleaning floor surfaces (sweep & mop), clean and disinfect toilets, fixtures and sinks, empty waste containers, replenishment of dispensers, paper and soap supplies and waste containers and dispensers.
- Weekly services will include; dusting, white boards, pencil sharpeners, vacuuming, spot clean doors and walls and clean table tops.
- Annual services will include strip and wax of classroom floor tile and general summer cleaning.
- The total cost for services and supplies is \$8,893 for the 2016-2017 school year.

Payment from Tri-Valley ROP will be made by invoice dated December 31, 2016 for half of the contract (\$4,446.50) and the remainder (\$4,446.50) will be invoiced June 30, 2017.

SIGNATURES OF AGREEMENT:

Susan Kinder, Chief Business Official
Livermore Valley Joint Unified School District

Julie Duncan, Superintendent
Tri-Valley ROP

Date: _____

Date: _____

Board Approved



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
JUNE 15, 2016

ACTION ITEMS – 10.1

ACTION ITEM:

10.1 – Proposed Budget Adoption for 2016 – 2017

RECOMMENDED ACTION:

Following the State mandated Public Hearing on the 2016 – 2017 proposed budget the Superintendent of TVROP recommends to the Joint Powers Governing Board to consider approval.

BACKGROUND:

Staff will present the proposed budget for 2016 – 2017. Upon approval by the Board, the budget will be submitted to the Alameda County Office of Education for review. A revised budget may be presented 45 days after the state passes its budget. Staff will make a recommendation at that time if changes should be required.

FISCAL IMPACT:

Projected Expenditures – \$5,622,864

SUPPORTING DOCUMENTS:

- Proposed Budget Narrative
- Financial Reports
- Workers Compensation Certification
- General Fund – Expenditures by Object
- General Fund – Multiyear Projections
- Cashflow Worksheet
- Multi-Year Projection – General Fund

Moved by:

Seconded by:

Passed by:

TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
PROPOSED BUDGET 2016-2017

The Tri-Valley Regional Occupational Program's (TVROP) Budget for 2016-17 was developed through a collaborative process that involved the Board of Trustees, Superintendent, Livermore Valley Joint Unified School District's Budget Supervisor and other TVROP administrative staff. Budget calculations include both the ROP and the Santa Rita Jail Education Services programs.

REVENUE

Revenue is budgeted based on member District contributions remaining the same as in the prior year. TVROP received funds late in the 2015-16 school year for the Career Technical Education Incentive Grant for 2015-2017. The grant is approximately \$2.3 million, which ROP plans to transfer to the member Districts. This affects both the State and the Local revenue change from prior year. The Carl D. Perkins grant at the Santa Rita Jail was increased in 2016-17 which is reflected as an increase in the Federal revenue. Total anticipated revenue is budgeted at \$5,142,704.

EXPENDITURES

\$5,622,864 is budgeted for expected expenditures in 2016-17. Salaries include a 3% pay increase. CalSTRS and CalPERS employer rates each increase by approximately 2% in 2016-17, as was anticipated. 2016-17 is the third year of the Middle College Program and the Board will be deciding this year whether to continue the program into 2017-18.

SUMMARY

The excess in budgeted expenditures over budget revenue is due to the three year planned spend-down of excess reserves. 2016-17 is the final year of the planned spend-down. TVROP will carry a 5% reserve of \$281,143 in 2016-17, with \$668,164 remaining unallocated.

ANNUAL BUDGET REPORT:
July 1, 2016 Budget Adoption

This budget was developed using the state-adopted Criteria and Standards. It was filed and adopted subsequent to a public hearing by the JPA governing board. (Pursuant to Education Code sections 33129, 41023 and 42127)

Budget available for inspection at:

Public Hearing:

Place: 1040 Florence Road

Place: 1040 Florence Road

Date: June 10, 2016

Date: June 10, 2016

Time: 05:00 PM

Adoption Date: June 15, 2016

Signed: _____

Clerk/Secretary of the JPA Governing Board
(Original signature required)

Contact person for additional information on the budget reports:

Name: Laura Johnson

Telephone: 925-606-3252

Title: Budget Supervisor

E-mail: ljohnson@lvjUSD.k12.ca.us

Criteria and Standards Review Summary

The following summary is automatically completed based on data provided in the Criteria and Standards Review (Form 01CS). Criteria and standards that are "Not Met," and supplemental information and additional fiscal indicators that are "Yes," may indicate areas of potential concern for fiscal solvency purposes and should be carefully reviewed.

CRITERIA AND STANDARDS			Met	Not Met
1	Average Daily Attendance	This criterion is not checked for JPAs.	n/a	
2	Enrollment	This criterion is not checked for JPAs.	n/a	
3	ADA to Enrollment	This criterion is not checked for JPAs.	n/a	
4	Local Control Funding Formula (LCFF)	This criterion is not checked for JPAs.	n/a	

CRITERIA AND STANDARDS (continued)			Met	Not Met
5	Salaries and Benefits	Projected ratios of total salaries and benefits to total general fund expenditures are consistent with historical ratios for the budget and two subsequent fiscal years.		X
6a	Other Revenues	Projected operating revenues (e.g., federal, other state, and other local) are within the standard for the budget and two subsequent fiscal years.	X	
6b	Other Expenditures	Projected operating expenditures (e.g., books and supplies, and services and other operating) are within the standard for the budget and two subsequent fiscal years.		X
7	Ongoing and Major Maintenance Account	This criterion is not checked for JPAs.	n/a	
8	Deficit Spending	Deficit spending, if any, has not exceeded the standard for two or more of the last three fiscal years.		X
9	Fund Balance	General fund beginning balance has not been overestimated by more than the standard for two or more of the last three fiscal years.	X	
10	Reserves	Projected available reserves (e.g., reserve for economic uncertainties, unassigned/unappropriated amounts) meet minimum requirements for the budget and two subsequent fiscal years.	X	

SUPPLEMENTAL INFORMATION			No	Yes
S1	Contingent Liabilities	Are there known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that may impact the budget?	X	
S2	Using One-time Revenues to Fund Ongoing Expenditures	Are there ongoing general fund expenditures in excess of one percent of the total general fund expenditures that are funded with one-time resources?	X	
S3	Using Ongoing Revenues to Fund One-time Expenditures	Are there large non-recurring general fund expenditures that are funded with ongoing general fund revenues?	X	
S4	Contingent Revenues	Are any projected revenues for the budget or two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?		X
S5	Contributions	Have transfers to or from the general fund to cover operating deficits changed by more than the standard for the budget or two subsequent fiscal years?	X	
S6	Long-term Commitments	Does the JPA have long-term (multiyear) commitments or debt agreements?		X
		<ul style="list-style-type: none"> If yes, have annual payments for the budget or two subsequent fiscal years increased over prior year's (2015-16) annual payment? 	X	

SUPPLEMENTAL INFORMATION (continued)			No	Yes
S7a	Postemployment Benefits Other than Pensions	Does the JPA provide postemployment benefits other than pensions (OPEB)?	X	
		• If yes, are they lifetime benefits?	n/a	
		• If yes, do benefits continue beyond age 65?	n/a	
		• If yes, are benefits funded by pay-as-you-go?	n/a	
S7b	Other Self-insurance Benefits	Does the JPA provide other self-insurance benefits (e.g., workers' compensation)?	X	
S8	Status of Labor Agreements	Are salary and benefit negotiations still open for:		
		• Certificated? (Section S8A, Line 1)	n/a	
		• Classified? (Section S8B, Line 1)	n/a	
		• Management/supervisor/confidential? (Section S8C, Line 1)	n/a	
S9	Local Control and Accountability Plan (LCAP)	This supplemental section is not checked for JPAs.	n/a	n/a
S10	LCAP Expenditures	This supplemental section is not checked for JPAs.	n/a	n/a

ADDITIONAL FISCAL INDICATORS			No	Yes
A1	Negative Cash Flow	Do cash flow projections show that the JPA will end the budget year with a negative cash balance in the general fund?	X	
A2	Independent Position Control	Is personnel position control independent from the payroll system?		X
A3	Declining Enrollment	Is enrollment decreasing in both the prior fiscal year and budget year?	n/a	
A4	New Charter Schools Impacting JPA's Enrollment	Are any new charter schools operating in JPA boundaries that are impacting the JPA's enrollment, either in the prior fiscal year or budget year?	n/a	
A5	Salary Increases Exceed COLA	Has the JPA entered into a bargaining agreement where any of the budget or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?	X	
A6	Uncapped Health Benefits	Does the JPA provide uncapped (100% employer paid) health benefits for current or retired employees?	X	
A7	Independent Financial System	Is the JPA's financial system independent from the county office system?		X
A8	Fiscal Distress Reports	Does the JPA have any reports that indicate fiscal distress? If yes, provide copies to the COE, pursuant to EC 42127.6(a).	X	
A9	Change of JPA Director or Financial Official	Have there been personnel changes in the JPA director or financial official positions within the last 12 months?	X	

ANNUAL CERTIFICATION REGARDING SELF-INSURED WORKERS' COMPENSATION CLAIMS

Pursuant to EC Section 42141, if a joint powers agency is self-insured for workers' compensation claims, the director of the joint powers agency annually shall provide information to the governing board of the joint powers agency regarding the estimated accrued but unfunded cost of those claims. The governing board annually shall certify to the county superintendent of schools the amount of money, if any, that it has decided to reserve in its budget for the cost of those claims.

To the County Superintendent of Schools:

() Our JPA is self-insured for workers' compensation claims as defined in Education Code Section 42141(a):

Total liabilities actuarially determined:	\$	_____
Less: Amount of total liabilities reserved in budget:	\$	_____
Estimated accrued but unfunded liabilities:	\$	_____ 0.00

() This joint powers agency is not self-insured for workers' compensation claims.

Signed _____
Clerk/Secretary of the Governing Board
(Original Signature Required)

Date of Meeting: Jun 15, 2016

For additional information on this certification, please contact:

Name: Julie Duncan

Title: Superintendent

Telephone: 925-455-4800 ext 106

E-mail: jduncan@tvrop.org

Description	Resource Codes	Object Codes	2015-16 Estimated Actuals	2016-17 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	150,543.00	203,379.00	35.1%
3) Other State Revenue		8300-8599	2,563,647.00	164,795.00	-93.6%
4) Other Local Revenue		8600-8799	2,599,708.00	4,774,530.00	83.7%
5) TOTAL, REVENUES			5,313,898.00	5,142,704.00	-3.2%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	2,786,567.00	3,041,698.00	9.2%
2) Classified Salaries		2000-2999	432,399.00	451,319.00	4.4%
3) Employee Benefits		3000-3999	678,955.00	773,055.00	13.9%
4) Books and Supplies		4000-4999	782,454.00	411,873.00	-47.4%
5) Services and Other Operating Expenditures		5000-5999	1,086,783.00	944,919.00	-13.1%
6) Capital Outlay		6000-6999	20,767.00	0.00	-100.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			5,787,925.00	5,622,864.00	-2.9%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(474,027.00)	(480,160.00)	1.3%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2015-16 Estimated Actuals	2016-17 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(474,027.00)	(480,160.00)	1.3%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,923,494.40	1,449,467.40	-24.6%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,923,494.40	1,449,467.40	-24.6%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,923,494.40	1,449,467.40	-24.6%
2) Ending Balance, June 30 (E + F1e)			1,449,467.40	969,307.40	-33.1%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	20,000.00	20,000.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	373,183.00	0.00	-100.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	281,052.00	281,143.00	0.0%
Unassigned/Unappropriated Amount		9790	775,232.40	668,164.40	-13.8%

Description	Resource Codes	Object Codes	2015-16 Estimated Actuals	2016-17 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Fund		9130	0.00		
d) with Fiscal Agent		9135	0.00		
e) collections awaiting deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			0.00		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			0.00		

Description	Resource Codes	Object Codes	2015-16 Estimated Actuals	2016-17 Budget	Percent Difference
FEDERAL REVENUE					
Special Education Discretionary Grants		8182	0.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.0%
No Child Left Behind	4036	8290	0.00	0.00	0.0%
Vocational and Applied Technology Education	3500-3699	8290	98,454.00	181,302.00	84.1%
Safe and Drug Free Schools	3700-3799	8290	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	52,089.00	22,077.00	-57.6%
TOTAL, FEDERAL REVENUE			150,543.00	203,379.00	35.1%
OTHER STATE REVENUE					
Other State Apportionments					
All Other State Apportionments - Current Year		8311	0.00	0.00	0.0%
All Other State Apportionments - Prior Years		8319	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	2,394,320.00	0.00	-100.0%
All Other State Revenue	All Other	8590	169,327.00	164,795.00	-2.7%
TOTAL, OTHER STATE REVENUE			2,563,647.00	164,795.00	-93.6%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2015-16 Estimated Actuals	2016-17 Budget	Percent Difference
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	2,000.00	2,000.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Adult Education Fees		8671	0.00	0.00	0.0%
In-District Premiums/ Contributions		8674	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.0%
All Other Fees and Contracts		8689	1,500,337.00	1,288,108.00	-14.1%
Other Local Revenue					
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.0%
All Other Local Revenue		8699	7,269.00	0.00	-100.0%
Tuition		8710	0.00	0.00	0.0%
All Other Transfers In		8781-8783	380,051.00	2,774,371.00	630.0%
Transfers of Apportionments					
Special Education SELPA Transfers From Districts or Charter Schools	6500	8791	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.0%
ROC/P Transfers					
From Districts or Charter Schools	6360	8791	0.00	0.00	0.0%
From County Offices	6360	8792	0.00	0.00	0.0%
From JPAs	6360	8793	0.00	0.00	0.0%
Other Transfers of Apportionments					
From Districts or Charter Schools	All Other	8791	710,051.00	710,051.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			2,599,708.00	4,774,530.00	83.7%
TOTAL, REVENUES			5,313,898.00	5,142,704.00	-3.2%

Description	Resource Codes	Object Codes	2015-16 Estimated Actuals	2016-17 Budget	Percent Difference
CERTIFICATED SALARIES					
Certificated Teachers' Salaries		1100	2,231,403.00	2,481,064.00	11.2%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	550,164.00	560,634.00	1.9%
Other Certificated Salaries		1900	5,000.00	0.00	-100.0%
TOTAL, CERTIFICATED SALARIES			2,786,567.00	3,041,698.00	9.2%
CLASSIFIED SALARIES					
Classified Instructional Salaries		2100	0.00	0.00	0.0%
Classified Support Salaries		2200	241,161.00	249,236.00	3.3%
Classified Supervisors' and Administrators' Salaries		2300	71,941.00	76,112.00	5.8%
Clerical, Technical and Office Salaries		2400	112,312.00	112,082.00	-0.2%
Other Classified Salaries		2900	6,985.00	13,889.00	98.8%
TOTAL, CLASSIFIED SALARIES			432,399.00	451,319.00	4.4%
EMPLOYEE BENEFITS					
STRS		3101-3102	414,993.00	476,389.00	14.8%
PERS		3201-3202	66,606.00	80,562.00	21.0%
OASDI/Medicare/Alternative		3301-3302	82,273.00	88,913.00	8.1%
Health and Welfare Benefits		3401-3402	2,560.00	0.00	-100.0%
Unemployment Insurance		3501-3502	1,638.00	1,743.00	6.4%
Workers' Compensation		3601-3602	110,885.00	125,448.00	13.1%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			678,955.00	773,055.00	13.9%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	492,059.00	340,873.00	-30.7%
Noncapitalized Equipment		4400	290,395.00	71,000.00	-75.6%
Food		4700	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			782,454.00	411,873.00	-47.4%

Description	Resource Codes	Object Codes	2015-16 Estimated Actuals	2016-17 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	95,248.00	73,687.00	-22.6%
Dues and Memberships		5300	10,280.00	13,500.00	31.3%
Insurance		5400-5450	18,036.00	25,000.00	38.6%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	29,132.00	26,138.00	-10.3%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	919,380.00	790,394.00	-14.0%
Communications		5900	14,707.00	16,200.00	10.2%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			1,086,783.00	944,919.00	-13.1%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	20,767.00	0.00	-100.0%
Equipment Replacement		6500	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			20,767.00	0.00	-100.0%

Description	Resource Codes	Object Codes	2015-16 Estimated Actuals	2016-17 Budget	Percent Difference
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Tuition					
Tuition, Excess Costs, and/or Deficit Payments					
Payments to Districts or Charter Schools		7141	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.0%
Other Transfers Out					
Transfers of Pass-Through Revenues					
To Districts or Charter Schools		7211	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments					
To Districts or Charter Schools	6500	7221	0.00	0.00	0.0%
To County Offices	6500	7222	0.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.0%
ROC/P Transfers of Apportionments					
To Districts or Charter Schools	6360	7221	0.00	0.00	0.0%
To County Offices	6360	7222	0.00	0.00	0.0%
To JPAs	6360	7223	0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs		7310	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.0%
TOTAL, EXPENDITURES			5,787,925.00	5,622,864.00	-2.9%

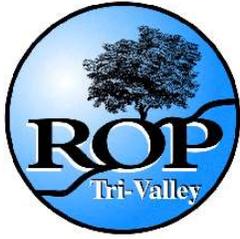
Description	Resource Codes	Object Codes	2015-16 Estimated Actuals	2016-17 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From: Special Reserve Fund		8912	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
To: Special Reserve Fund		7612	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Long-Term Debt Proceeds Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

	Object		July	August	September	October	November	December	January	February
ESTIMATES THROUGH THE MONTH OF JUNE										
A. BEGINNING CASH				(101,139.00)	(337,155.00)	(298,901.00)	(364,557.00)	(600,674.00)	(556,498.00)	(688,894.00)
B. RECEIPTS										
LCFF/Revenue Limit Sources										
Principal Apportionment			8010-8019							
Property Taxes			8020-8079							
Miscellaneous Funds			8080-8099							
Federal Revenue			8100-8299		50,845.00			50,845.00		
Other State Revenue			8300-8599	53,911.00				53,911.00		
Other Local Revenue			8600-8799	163,140.00	200,000.00	474,630.00	450,000.00	332,000.00	454,159.00	362,490.00
Interfund Transfers In			8910-8929							
All Other Financing Sources			8930-8979							
TOTAL RECEIPTS				217,051.00	200,000.00	525,475.00	450,000.00	332,000.00	558,915.00	362,490.00
C. DISBURSEMENTS										
Certificated Salaries			1000-1999	200,000.00	258,336.00	258,336.00	258,336.00	258,336.00	258,336.00	258,336.00
Classified Salaries			2000-2999	13,190.00	35,130.00	36,335.00	41,770.00	37,231.00	36,353.00	34,000.00
Employee Benefits			3000-3999	30,000.00	67,550.00	67,550.00	67,550.00	67,550.00	67,550.00	67,550.00
Books and Supplies			4000-4999	35,000.00	20,000.00	65,000.00	68,000.00	110,000.00	2,500.00	40,000.00
Services			5000-5999	40,000.00	55,000.00	60,000.00	80,000.00	95,000.00	150,000.00	95,000.00
Capital Outlay			6000-6599							
Other Outgo			7000-7499							
Interfund Transfers Out			7600-7629							
All Other Financing Uses			7630-7699							
TOTAL DISBURSEMENTS				318,190.00	436,016.00	487,221.00	515,656.00	568,117.00	514,739.00	494,886.00
D. BALANCE SHEET ITEMS										
<u>Assets and Deferred Outflows</u>										
Cash Not In Treasury			9111-9199	20,000.00						
Accounts Receivable			9200-9299	430,000.00						
Due From Other Funds			9310							
Stores			9320							
Prepaid Expenditures			9330							
Other Current Assets			9340							
Deferred Outflows of Resources			9490							
SUBTOTAL				450,000.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>Liabilities and Deferred Inflows</u>										
Accounts Payable			9500-9599	240,000.00						
Due To Other Funds			9610							
Current Loans			9640							
Unearned Revenues			9650							
Deferred Inflows of Resources			9690							
SUBTOTAL				240,000.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>Nonoperating</u>										
Suspense Clearing			9910	0.00						
TOTAL BALANCE SHEET ITEMS				210,000.00	0.00	0.00	0.00	0.00	0.00	0.00
E. NET INCREASE/DECREASE (B - C + D)				(101,139.00)	(236,016.00)	38,254.00	(65,656.00)	(236,117.00)	44,176.00	(132,396.00)
F. ENDING CASH (A + E)				(101,139.00)	(337,155.00)	(298,901.00)	(364,557.00)	(600,674.00)	(556,498.00)	(688,894.00)
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS										

	Object	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
ESTIMATES THROUGH THE MONTH OF JUNE									
A. BEGINNING CASH		(594,780.00)	(385,810.00)	(539,296.00)	(547,587.00)				
B. RECEIPTS									
LCFF/Revenue Limit Sources									
Principal Apportionment	8010-8019							0.00	0.00
Property Taxes	8020-8079							0.00	0.00
Miscellaneous Funds	8080-8099							0.00	0.00
Federal Revenue	8100-8299	50,845.00			50,844.00			203,379.00	203,379.00
Other State Revenue	8300-8599	53,911.00			3,062.00			164,795.00	164,795.00
Other Local Revenue	8600-8799	560,000.00	300,000.00	450,000.00	471,111.00			4,774,530.00	4,774,530.00
Interfund Transfers In	8910-8929							0.00	0.00
All Other Financing Sources	8930-8979							0.00	0.00
TOTAL RECEIPTS		664,756.00	300,000.00	450,000.00	525,017.00	0.00	0.00	5,142,704.00	5,142,704.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999	258,336.00	258,336.00	258,336.00	258,338.00			3,041,698.00	3,041,698.00
Classified Salaries	2000-2999	38,900.00	37,600.00	51,905.00	51,905.00			451,319.00	451,319.00
Employee Benefits	3000-3999	67,550.00	67,550.00	67,550.00	67,555.00			773,055.00	773,055.00
Books and Supplies	4000-4999	16,000.00	10,000.00	10,500.00	9,873.00			411,873.00	411,873.00
Services	5000-5999	75,000.00	80,000.00	70,000.00	69,919.00			944,919.00	944,919.00
Capital Outlay	6000-6599							0.00	0.00
Other Outgo	7000-7499							0.00	0.00
Interfund Transfers Out	7600-7629							0.00	0.00
All Other Financing Uses	7630-7699							0.00	0.00
TOTAL DISBURSEMENTS		455,786.00	453,486.00	458,291.00	457,590.00	0.00	0.00	5,622,864.00	5,622,864.00
D. BALANCE SHEET ITEMS									
<u>Assets and Deferred Outflows</u>									
Cash Not In Treasury	9111-9199							0.00	
Accounts Receivable	9200-9299							0.00	
Due From Other Funds	9310							0.00	
Stores	9320							0.00	
Prepaid Expenditures	9330							0.00	
Other Current Assets	9340							0.00	
Deferred Outflows of Resources	9490				0.00			0.00	
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<u>Liabilities and Deferred Inflows</u>									
Accounts Payable	9500-9599							0.00	
Due To Other Funds	9610							0.00	
Current Loans	9640							0.00	
Unearned Revenues	9650							0.00	
Deferred Inflows of Resources	9690							0.00	
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<u>Nonoperating</u>									
Suspense Clearing	9910							0.00	
TOTAL BALANCE SHEET ITEMS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
E. NET INCREASE/DECREASE (B - C + D)		208,970.00	(153,486.00)	(8,291.00)	67,427.00	0.00	0.00	(480,160.00)	(480,160.00)
F. ENDING CASH (A + E)		(385,810.00)	(539,296.00)	(547,587.00)	(480,160.00)				
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS								(480,160.00)	

Description	Object Codes	2016-17 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2017-18 Projection (C)	% Change (Cols. E-C/C) (D)	2018-19 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFE/Revenue Limit Sources	8010-8099					
2. Federal Revenues	8100-8299	203,379.00	0.00%	203,379.00	0.00%	203,379.00
3. Other State Revenues	8300-8599	164,795.00	1451.21%	2,556,315.00	0.00%	2,556,315.00
4. Other Local Revenues	8600-8799	4,774,530.00	-48.83%	2,442,933.00	0.11%	2,445,570.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	0.00	0.00%	0.00	0.00%	0.00
6. Total (Sum lines A1 thru A5c)		5,142,704.00	1.17%	5,202,627.00	0.05%	5,205,264.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				3,041,698.00		2,770,827.00
b. Step & Column Adjustment				0.00		0.00
c. Cost-of-Living Adjustment				45,634.00		46,310.00
d. Other Adjustments				(316,505.00)		0.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	3,041,698.00	-8.91%	2,770,827.00	1.67%	2,817,137.00
2. Classified Salaries						
a. Base Salaries				451,319.00		436,424.00
b. Step & Column Adjustment				0.00		0.00
c. Cost-of-Living Adjustment				6,770.00		6,871.00
d. Other Adjustments				(21,665.00)		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	451,319.00	-3.30%	436,424.00	1.57%	443,295.00
3. Employee Benefits	3000-3999	773,055.00	4.13%	804,956.00	10.34%	888,178.00
4. Books and Supplies	4000-4999	411,873.00	-3.63%	396,923.00	0.00%	396,923.00
5. Services and Other Operating Expenditures	5000-5999	944,919.00	-6.35%	884,919.00	-6.78%	824,919.00
6. Capital Outlay	6000-6999	0.00	0.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	0.00	0.00%	0.00	0.00%	0.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	0.00	0.00%	0.00	0.00%	0.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%	0.00	0.00%	0.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments (Explain in Section G below)				0.00		0.00
11. Total (Sum lines B1 thru B10)		5,622,864.00	-5.85%	5,294,049.00	1.44%	5,370,452.00
C. NET INCREASE (DECREASE) IN FUND BALANCE						
(Line A6 minus line B11)						
		(480,160.00)		(91,422.00)		(165,188.00)
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01, line F1e)		1,449,467.40		969,307.40		877,885.40
2. Ending Fund Balance (Sum lines C and D1)		969,307.40		877,885.40		712,697.40
3. Components of Ending Fund Balance						
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
a. Nonspendable	9710-9719	20,000.00		0.00		0.00
b. Restricted	9740	0.00		0.00		0.00
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		0.00		0.00
d. Assigned	9780	0.00		0.00		0.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	281,143.00		264,702.00		268,523.00
2. Unassigned/Unappropriated	9790	668,164.40		613,183.40		444,174.40
f. Total Components of Ending Fund Balance		969,307.40		877,885.40		712,697.40
(Line D3f must agree with line D2)						

Description	Object Codes	2016-17 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2017-18 Projection (C)	% Change (Cols. E-C/C) (D)	2018-19 Projection (E)
E. AVAILABLE RESERVES						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	281,143.00		264,702.00		268,523.00
c. Unassigned/Unappropriated	9790	668,164.40		613,183.40		444,174.40
d. Negative Restricted Ending Balances (Negative resources 2000-9999) (Enter projections)	979Z			0.00		0.00
(Enter reserve projections in Columns C and E for subsequent years 1 and 2. - Column A is extracted.)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750			0.00		0.00
b. Reserve for Economic Uncertainties	9789			0.00		0.00
c. Unassigned/Unappropriated	9790			0.00		0.00
3. Total Available Reserves - by Amount (Sum lines E1a thru E2c)		949,307.40		877,885.40		712,697.40
4. Total Available Reserves - by Percent (Line E3 divided by Line F2)		16.88%		16.58%		13.27%
F. RECOMMENDED RESERVES						
1. JPA ADA Used to determine the reserve standard percentage level on Line F5 (Enter ADA for current and two subsequent years, if applicable)						
		0.00		0.00		0.00
2. Total Expenditures and Other Financing Uses (Line B11)		5,622,864.00		5,294,049.00		5,370,452.00
3. Less: Special Education Pass-through (Not applicable for JPAs)		N/A		N/A		N/A
4. Sub-Total (Line F2 minus F3)		5,622,864.00		5,294,049.00		5,370,452.00
5. Reserve Standard Percentage Level (Refer to Form 01CS, Criterion 10 for calculation details)		5%		5%		5%
6. Reserve Standard - By Percent (Line F4 times F5)		281,143.20		264,702.45		268,522.60
7. Reserve Standard - By Amount (Refer to Form 01CS, Criterion 10 for calculation details)		66,000.00		66,000.00		66,000.00
8. Reserve Standard (Greater of Line F6 or F7)		281,143.20		264,702.45		268,522.60
9. Available Reserves (Line E3) Meet the Reserve Standard (Line F8)		YES		YES		YES
G. ASSUMPTIONS Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						
B1d and B2d-End of three-year trial Middle College Program, B10-No change						



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM
JOINT POWERS GOVERNING BOARD MEETING
June 15, 2016

ACTION ITEM – 10.2

AGENDA ITEM:

10.2 – Approval of Personnel Document #061516

RECOMMENDED ACTION:

Approve Personnel Document #061516, as presented.

BACKGROUND:

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

FISCAL IMPACT:

Personnel expenses are included in the proposed 2016 - 2017 budget.

Moved by:

Seconded by:

Passed by: