



Tri-Valley Regional Occupational Program

1040 Florence Road, Livermore, CA 94550

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

JOINT POWERS GOVERNING BOARD

Minutes of the Regular Board Meeting of September 6, 2017

1. CALL TO ORDER / ROLL CALL – 5:00 p.m.

Chairperson Cunningham called the September 6, 2017 meeting of the Joint Powers Governing Board of Tri-Valley ROP to order at 5:00 p.m.

Roll Call/Establishment of Quorum

Dan Cunningham, Chairperson

Chuck Rogge, Vice Chairperson

Joan Laursen, Trustee

Julie Duncan, Secretary to the Board

2. PUBLIC COMMENT – on posted closed session item only

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

3.1 Public Employee: Conference with Labor Negotiator

Unrepresented Employee: Superintendent

4. RECONVENE IN OPEN SESSION

4.1 Pledge of Allegiance

4.2 Approval of the Agenda

Prior to approving the agenda, Board members 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>
Rogge	Laursen	3	0	0	0

4.3 Announcement of Any Reportable Action Taken in Closed Session

None

5. PUBLIC COMMENT on matters *not* on the agenda

None

6. RECOGNITION

Superintendent Duncan welcomed Angelo Abellar and introduced Ms. Amy Brown, Middle College Coordinator. Ms. Brown introduced Angelo and explained he was one of the inaugural graduates of Middle College High School at Las Positas College. Ms. Brown commended Angelo on his success so far and noted how thoughtful he is as a student still attending Las Positas and always offering his assistance with anything we may need.

Angelo commented how amazing Middle College was for him. He shared advice to future students, proudly reported he will finish LPC with 60 units by the end of this school year, and his plans going forward.

Superintendent Duncan presented Angelo with his certificate.

7. CONSENT CALENDAR

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

CONSENT - MOTIONS

7.1 **Approval of Minutes from the Regular Board Meeting of June 14, 2017**

7.2 **Approval of Bill and Salary Reports – June 1 – August 31, 2017**

7.3 **Approval of Purchase Order Summary – June 1 – August 31, 2017**

CONSENT – RESOLUTIONS

The Board was asked to adopt Resolutions 2017-18.1 through 2017-18.6.

7.4 **Resolution No. 2017-18.1 - Signature Card – Authorized Agents Payroll Warrants and Disbursements**

The Board approved this Resolution authorizing persons named to sign warrants and approval of payments on behalf of the District.

7.5 **Resolution No. 2017-18.2 - Authorization for Bank Signatures**

The Board approved this Resolution authorizing persons named to sign bank documents on behalf of the District.

7.6 **Resolution No. 2017-18.3 - Appointment of Authorized Agents for State and Federal Applications**

The Board approved this Resolution authorizing persons named to sign State & Federal applications and documents on behalf of the District.

7.7 **Resolution No. 2017-18.4 - Budget Transfers of Funds – Revenues and Expenditures**

The Board approved this Resolution authorizing persons named to sign budget working documents on behalf of the District.

7.8 **Resolution No. 2017-18.5 - Delegation of Authority**

The Board approved this Resolution authorizing persons named to act with Board Authority to procure goods, services and labor on behalf of the District.

7.9 **Resolution No. 2017-18.6 - Authorized Agents for Official Documents and Reports**

The Board approved this Resolution authorizing persons named to act with Board Authority to sign official documents on behalf of the District.

Roll Call Vote

Ayes
Rogge
Laursen
Cunningham

Approved with the following change; Resolution 7.5 will add the name to the title of each associated position that is an approved signer.

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 Director of College and Career Readiness Update– *information*

Amy Robbins, Director of College & Career Readiness provided a packet of information and presented the new CA State Accountability Indicators and the support Tri-Valley ROP will provide to Member Districts and highlighted the partnerships in our Valley.

Ms. Robbins presented a power point outlining her role to support TVROP Member Districts in the achievement of the new State Accountability System goals over the three year implementation. The presentation was accompanied with a brochure outlining the position to be marketed to the districts.

Trustee Laursen asked about Amy and Julie to present together for upcoming series of lunches with Steve McCoy Thompson & PPIE, the first will be at Oracle.

9.2 Middle College High School at Las Positas College Update – *information*

Amy Brown, Middle College Coordinator updated the Board on the start of year three of Middle College at Las Positas College.

Class of 2017 was 28 graduates, 22 continued at LPC the other six went directly to four year institutions such as San Francisco State, San Jose State, Chico State, etc. This first cohort earned over 1000 units and their overall GPA was 3.02.

Ms. Brown reviewed the Middle College staff and thanked Colette Ray, Middle College Secretary. She also acknowledged Sharon Hope, our Counselor at LPC, and informed the Board Middle College will receive another 15 hours of counseling.

Ms. Brown, Ms. Mogliefsky and Ms. Gauthier attended AVID training this summer. The California Commission on Early/Middle College conference was approaching and staff will learn about other programs throughout the State and what is working for them.

We have 70 students in the class of 2019 and 32 in class of 2018. All 102 students combined are enrolled in 1000 Las Positas units this semester.

DUSD is offering the PSAT to all their students and have invited all Middle College Students to participate as well.

LVJUSD has assisted us in setting up free and reduced lunches for students and we are working out the details with the LPC cafeteria to offer lunch to our students.

PUSD is supporting our program with the new Language Arts curriculum and supporting our teacher with the new curriculum.

Four Middle College students presented at LPC Academic Senate, where they were warmly welcomed. The Senate had great questions for the students and were impressed with their delivery.

Students presented at the LPC Summer Spotlight Series with the Vice President of Student Services, Mr. Garcia.

Middle College will hopefully be able to present at the upcoming LPC Town Hall meeting and also the Professional Development Day.

9.3 Approval of the 2016 – 2017 Unaudited Actuals - action

Mrs. Fiscus presented the District's 2016-2017 Unaudited Actuals, upon approval from the TVROP Board the financial report will be sent to the Alameda County Office of Education and the California Department of Education for inspection and approval. Mrs. Fiscus reviewed the information in the unaudited actuals, reviewed the revenues, expenses, and ending fund balance.

Trustee Laursen asked about the Adult Education funding and dues and memberships expenses.

Superintendent Duncan explained the ongoing Adult Education funding of Carl Perkins Grant and Adult Education Block Grant the Dues and Memberships increased due to Middle College.

<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 Approval of Personnel Document #090617 - action

Superintendent Duncan presented Personnel Document #090617 for approval.

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

9.5 Proposed Superintendent Salary Schedule - action

Superintendent Duncan explained the need for a salary schedule as recommended by ACSA and STRS.

Chairperson Cunningham explained the Superintendent Salary schedule being presented and how the ranges were crafted.

Trustee Laursen explained the background to the salary schedule and the Board's desire to maintain their authority and ability to award, or not.

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

9.6 Ratification of Superintendent Contract - action

Mr. Cunningham announced the Board and Superintendent have agreed upon a contract. In accordance with Government Code §§ Section 53262, the contract of employment of the TVROP District Superintendent has been ratified in this open session meeting of the Joint Powers Governing Board and as such is reflected in the meeting minutes.

The recommended contract for Superintendent Duncan presented by the Board will be a three-year term beginning on July 1, 2017, based on the Superintendent Salary Schedule at range 4 for a salary of \$195,672.40 based on a 220 day work year, and a master's degree stipend of \$1,350. In addition, the Superintendent will receive the following fringe benefits: health and welfare allowance up to \$2000, a \$100,000 Life Insurance Policy and professional dues for ACSA, and two other professional organizations as selected by Superintendent Duncan.

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

10. CORRESPONDENCE

No correspondence to report.

11. SUPERINTENDENT'S REPORT

Superintendent Duncan reported on the following recent meetings, activities, and legislation;

- Member District meeting for CALPADS coordination
- Welding camp, 25 Member District students at Las Positas for six days
- ROP State Conference
- EBSIG Summer Institute
- ACSA Region 6 Meeting
- Staff Development Day, August
- CISCO Academy
- Criminal Justice Academy
- Tri-Valley Partnership Project
- October 5th Teacher of the Year Awards for Alameda County
- October 6th Tri-Valley (National) Manufacturing Day
- October 17th Tri-Valley College and Career Fair at Granada High School 6:30 – 8:30
- Middle College cost evaluation being presented at each Member District Board Meeting

12. BOARD MEMBER REPORTS

No reports from Board Members.

13. ANNOUNCEMENTS

- The next Regular Meeting of the Board will be held December 6, 2017 at 5:00 P.M.

14. ADJOURNMENT

There being no further business, Chairperson Cunningham adjourned the meeting at 7:11 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 December, 2017.*

Dan Cunningham

Dan Cunningham
Board Chairperson