



Tri-Valley Regional Occupational Program

1040 Florence Road, Livermore, CA 94550

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JOINT POWERS GOVERNING BOARD

Regular Board Meeting of December 11, 2019

5:30 p.m. Closed Session

6:00 p.m. 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 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 **3.0, PUBLIC COMMENT**, for items in Closed Session and item **5.0 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 15 minutes per subject matter.

JOINT POWERS GOVERNING BOARD

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Secretary to the Governing Board

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Accessibility to Facilities and Agenda Materials: The Tri-Valley ROP desires to make all of its public meetings accessible to the public. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in this meeting should direct such request to the Tri-Valley ROP Superintendent, 1040 Florence Road, Livermore, CA 94550, or by calling (925) 455-4800 at least 48 hours before the meeting, when possible. Non-confidential materials related to an item on this agenda submitted to the Board after distribution of the agenda packet are available for public inspection in the Superintendent's Office (address above) during normal business hours.

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

2. **PUBLIC COMMENT** on posted closed session items only

3. **ADJOURN TO CLOSED SESSION - Pursuant to Government Code §54957**
 - A. **Public Employee:
Discipline/Dismissal/Release/Leave/Employment/Retirement**

4. **RECONVENE IN OPEN SESSION – 6:00 p.m.**
 - A. **Flag Salute - Pledge of Allegiance**

 - B. **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.

 - C. **Announcement of Reportable Action Taken in Closed Session**

5. **PUBLIC COMMENT**

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 15 minutes per topic.

6. **RECOGNITIONS**

- A. Recognition of Edward Woodworth, Automotive Technology Instructor, and Randy Barnard, Auto Body Repair Instructor.

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.

CONSENT - MOTIONS

- A. **Approval of Minutes from the Regular Board Meeting of August 21, 2019**
The Board will consider approving minutes from the August 21, 2019 Regular Board Meeting.

- B. **Approval of Bill and Salary Reports, August 1 - November 30, 2019**
The Board will consider the approval of Bill and Salary warrants which show payment

of the District's operating and salary expenditures for the months noted.

- C. **Approval of Purchase Order Summary, August 1 - November 30, 2019**
The Board will consider the approval of the purchase order summary which shows encumbrances for District funds for the months noted.
- D. **Approval of the CTE Employer Industry Sector Advisory Committee 2019-2020**
The Board will consider the approval of the CTE Industry Sector Advisory Committee List for 2019-2020.
- E. **Approval of the CTE Tri-Valley Educational Collaborative (TEC) Advisory Committee 2019-2020**
The Board will consider the approval of the CTE TEC Advisory Committee List for 2019-2020.
- F. **Acceptance of Donations**
The Board will consider the approval of donations received up to November 15, 2019.
- G. **Authorization to Surplus Equipment**
The Board will consider granting authorization to surplus materials or equipment that has reached end of life per CA Education Code 17545.
- H. **Authorization to Request Proposals for Auditing Services**
The Board will consider authorizing a Request for Proposals for Auditing Services.

8. DEFERRED CONSENT ITEMS

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

9. INFORMATION / ACTION ITEMS

Informational items are noted as informational only; Action items are up for a vote by the Board. Most items require a simple majority of Board member votes to pass.

- A. **Acceptance of the 2018 – 2019 Audit Report** - *action*
In accordance with Education Code Section 41020, the Board of Education authorized the annual audit of the Tri-Valley Regional Occupational Program's financial records and support documentation for the 2018-2019 fiscal year by Nigro & Nigro, PC.
- B. **Approval of the 2019 – 2020 First Interim Report** - *action*
Based on the current budget and the multi-year projection, it is recommended that the Board of Tri-Valley Regional Occupational Program approve the 2019-2020 First Interim Report with a Positive Certification.
- C. **Approval of Personnel Document #121119** - *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.
- D. **TVROP Programs Update** - *information*
Staff will present an update on current programs, advisories, and partnership

opportunities.

10. CORRESPONDENCE

- Letter from L. Karen Monroe, Superintendent, Alameda County Office of Education, approval of 2019-20 Adopted Budget

11. SUPERINTENDENT'S REPORT

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

12. BOARD MEMBER REPORTS

Board members may wish to report on their recent activities.

13. ANNOUNCEMENTS

- The next Regular Meeting (Organizational) of the Joint Powers Governing Board is scheduled for Wednesday, January 22, 2020.

14. ADJOURNMENT

JD/as