



Tri-Valley Regional Occupational Program

1040 Florence Road, Livermore, CA 94550

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JOINT POWERS GOVERNING BOARD

Regular Board Meeting of June 14, 2023

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 **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

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Member District:

Dublin Unified School District

Julie Duncan, Superintendent

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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 and §54957.6

A. Public Employee Performance Evaluation

Title: Superintendent

B. Conference with Labor Negotiator: Unrepresented Employee

Agency Negotiator: Board Chairperson

Unrepresented Employee: Superintendent

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

A. 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 Any Reportable Action Taken in Closed Session

5. PUBLIC COMMENT

At this time, members of the public may address the Board regarding matters *not* on the agenda but within the Board's jurisdiction. (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 the Call to Order: 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.

6. RECOGNITIONS

A. Tri-Valley ROP Staff Recognition

Staff will present Tri-Valley ROP Spreading AWESOMENESS throughout the 2022-2023 School year.

7. CONSENT CALENDAR - MOTIONS

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.

- A. **Approval of the Minutes from the Regular Board Meeting of May 3, 2023**
The Board will consider approval of the minutes from the May 3, 2023 Board Meeting.
- B. **Approval of the Bill and Salary Report – May 1 – May 31, 2023**
The Board will consider approval of the Bill and Salary Reports, which show the District’s operating and salary expenditures for the period noted.
- C. **Approval of the Purchase Order Summary – April 1, 2023 – May 31, 2023**
The Board will consider approval of the Purchase Order Summary which show the encumbrances of District funds for the period noted.
- D. **Approval of the Memorandum of Understanding with Pleasanton Unified School District for the 2023 – 2024 Middle College Coordinator**
The Board will consider approval of the MOU with Pleasanton Unified School District (PUSD) for the 2023 – 2024 school year.
- E. **Approval of Memorandums of Understanding for 2023 – 2024 with Member Districts**
The Board 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.
- F. **Approval of Memorandums of Understanding with Livermore Valley Joint Unified School District for Services during 2023 – 2024**
The Board will consider approval of the MOU’s with Livermore Valley Joint Unified School District (LVJUSD) providing Financial Services, Auto Shop-Livermore High School and Mocho Maintenance and Custodial Services.
- G. **Acceptance of Donations**
The Board will consider the approval of donations received up to June 1, 2023.
- H. **Approval of Surplus Equipment**
The Board will consider approving Surplus Equipment either for sale, donation or disposal, per Education Code Sections 17545.
- I. **Approval of Field Trip Handbook for Staff and Fillable PDF Field Trip Request Form**
The Board will consider approving the TVROP Field Trip Handbook and Fillable Field Trip Request Form.
- J. **Retro 2023 – 2024 Certificated Salary Schedule Curricular Rate Change to March 15, 2023**
The Board will consider approving the March 15, 2023 Board approved curricular rate change of \$45/hr. on the 2023 – 2024. Certificated Salary Schedule retro to March 15, 2023.
- K. **CWDL Audit Contract Renewal**
The Board will consider approving the CWDL Audit Contract through 2024 – 2025.

8. DEFERRED CONSENT ITEM/S

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. Approval of TVROP Master Schedule – Action

Staff will provide a schedule of courses for 2023 – 2024.

B. Personnel Document – Action

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

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

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

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

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

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

Following the mandated Public Hearing on the 2023 – 2024 budget, it is appropriate for the Board to consider approval.

F. Ratification of the Superintendent’s Contract – Action

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

10. SUPERINTENDENT’S REPORT

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

11. BOARD MEMBER REPORTS

Board members may wish to report on their recent activities.

12. ANNOUNCEMENTS

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

13. ADJOURNMENT

JD/rv