



## Tri-Valley Regional Occupational Program

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### JOINT POWERS GOVERNING BOARD

#### Regular Board and Annual Organizational Meeting of January 29, 2025

5:30 p.m. Open Session

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

Chairperson Speck called the meeting to order at 5:33 p.m.

##### Roll Call

Trustee Speck – Aye

Trustee Prusso – Aye

Trustee Walker - Absent

#### 2. CONVENE TO ANNUAL ORGANIZATIONAL MEETING OF THE BOARD

Tri-Valley ROP Board Bylaws 9100, *Organization*, and the Fifth Amended Joint Powers Agreement require the Governing Board to hold its annual organizational meeting during the first meeting of the calendar year. At this time, the Board shall elect a Chairperson and Vice-Chairperson from its members.

##### A. Election of Board Chairperson for 2025

Kristin Speck elected.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Prusso	Speck	2	0	0	1

##### B. Election of Board Vice Chairperson for 2025

Emily Prusso elected.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Speck	Prusso	2	0	0	1

#### 3. RECONVENE INTO OPEN SESSION – 5:34 p.m.

No report out.

##### A. Pledge of Allegiance

##### B. Approval of the Agenda

The agenda was approved as written.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Prusso	Speck	2	0	0	1

#### 4. COMMENT - None

#### 5. CONSENT CALENDAR – MOTIONS

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Prusso	Speck	2	0	0	1

**A. Approval of the Minutes from the Regular Board Meeting of December 11, 2024**

The Board approved the minutes from the December 11, 2024 Board Meeting.

**B. Approval of the Bill and Salary Report – December 1 – December 31, 2024**

The Board approved 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 – December 1 – December 31, 2024**

The Board approved the Purchase Order Summary which show the encumbrances of District funds for the period noted.

**D. Approval of Disposal List of Equipment and Instructional Materials**

The Board granted authorization to dispose of equipment and instructional materials that has reached end of life per CA Education code 17545.

**6. CONSENT - RESOLUTIONS**

**Roll Call Vote:**

Trustee Speck – Aye

Trustee Prusso – Aye

**A. Resolution No. 2024 - 25.8 – Board Members' Signature Card**

The Board approved Resolution No. 2024 - 25.8.

**7. DEFERRED CONSENT ITEM/S – None**

**8. INFORMATION / ACTION ITEMS**

**A. Celebrating CTE – Information/Action**

Athena Duran provided an overview of activities and opportunities for students, member districts and partners.

The CTE Proclamation was read by Superintendent Duncan, Athena Duran, Trustee Speck, and Trustee Prusso.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Speck	Prusso	2	0	0	1

**B. Review of Potential Salary & In-Lieu of Benefit Stipend Increases – Information**

Superintendent Duncan and Doug D'Amour provided additional information that was requested by the Board to assess the feasibility of potential salary and in-lieu of benefit stipend increases.

- Superintendent Duncan reviewed last Board meeting's presentation of the Bay Region's Salary Schedule Comparison for the audience and the Board members
- Doug D'Amour, CBO, presented salary projections, reserves, step and column potential scenarios as requested by the Board members
- Trustee Speck shared her ideas on potential salary and in-lieu of benefit stipend increases, as well as strategies to increase revenue, including leveraging CTEIG funds and initiating discussions with

member districts about gradually increasing contributions to Tri-Valley ROP

- Superintendent Duncan will meet with Coordinating Council prior to the next Board meeting
- Superintendent Duncan asked the Board whether any pay adjustments would be retroactive to this year. Trustee Speck emphasized that she would like something provided to employees this year
- Trustee Speck stated, “We need to start discussing the value ROP brings to the districts”
- Superintendent Duncan stated the current student usage of Tri-Valley ROP: 36% PUSD, 36% LVJUSD, and 28% DUSD
- A workshop will be scheduled to further explore potential salary and in-lieu of benefit stipend increases for employees before the next Regular Board meeting
- Trustee Speck and Trustee Prusso support implementing changes for both this year and next year
- For further direction for Doug D’Amour, Trustee Speck proposed ensuring reserves do not drop lower than 2% or fall to under \$100,000 while exploring additional revenue opportunities and potential increases
- Trustee Speck proposed that Superintendent Duncan add to the salary comparison spreadsheets presented potential salary/in-lieu stipend percentages or amount scenarios enabling the Board to see what the difference would look like

## **9. CORRESPONDENCE**

- Letter from Alysse Castro, Superintendent, Alameda County Office of Education, 2024-2025 First Interim Budget Report.

## **10. SUPERINTENDENT’S REPORT**

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

### **Customer Service**

- Superintendent Duncan, along with member district representatives, was a panelist for Innovation Tri-Valley’s State of the Valley’s educational forum
- Suzanne Smith met with Chabot’s Behavioral Health faculty to explore providing Chabot certificate candidates internships at our District’s Wellness Centers
- Athena Duran did one on one follow up sessions with high school sites to ensure all questions were answered for the TVROP 2025 – 2026 registration process

### **Programs**

- Athena Duran and Amy Brown held two online counseling sessions for Administration, Counselors and College and Career Specialists to review TVROP 2025 – 2026 registration process
- Middle College visited UC Davis and Sac State after winter break before college classes started as part of their AVID class
- Amy Brown held Middle College information nights over the past week which were highly attended
- The office is excited for our February in-service where we will build upon our theme of Upskilling focusing on performance projects and assessments aimed at expanding and evaluating skill application

### **Fiscal Management**

- Superintendent Duncan and Doug D’Amour researched various ways to increase salaries for employees
- Submitted WIOA round 2 applications and was invited to panel interview as part of the process
- Superintendent Duncan met with School Services and CDE to ensure that member districts

understand new regulations for funding of federal grants

**Relationships**

- Suzanne Smith concluded her representation on the BACCC K12 SWP Grant Selection Committee and provided feedback to reform the inequitable practices across the state
- Suzanne Smith attended ACSA Region 6 Board meeting which focused on preparing for Legislative visits in March

**11. BOARD MEMBER REPORTS - None**

**12. ANNOUNCEMENTS**

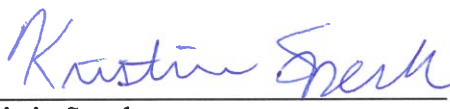
- The next Regular Meeting of the Joint Powers Governing Board is scheduled for Wednesday, March 12, 2025, at 5:30 p.m.

**13. ADJOURNMENT – 6:45 p.m.**

Submitted,

*Approved and entered into the proceedings  
of the Board this 12th day of March, 2025*

  
\_\_\_\_\_  
Julie Duncan  
Secretary to the Board

  
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Kristin Speck  
Chairperson

KS/JD/rv