



## Tri-Valley Regional Occupational Program

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### ***JOINT POWERS GOVERNING BOARD***

#### **Regular Board and Annual Organizational Meeting of January 31, 2024**

**5:30 p.m. Open Session**

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

**Chairperson Prusso called the meeting to order at 5:30 p.m.**

Steve Maher - Yes

Emily Prusso - Yes

Kristin Speck – Yes

**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 2024**

Kristin Speck elected.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Prusso	Maher	3	0	0	0

**B. Election of Board Vice Chairperson for 2024**

Steve Maher elected.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Prusso	Speck	3	0	0	0

**3. PUBLIC COMMENT - *None***

**4. ADJOURN TO CLOSED SESSION – 5:45 p.m.**

**A. Discipline/Dismissal/Release** (*Government Code, §45195*)

**5. RECONVENE INTO OPEN SESSION – 6:00 p.m.**

No report out.

**A. Pledge of Allegiance**

**B. Approval of the Agenda**

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Maher	Prusso	3	0	0	0

**6. PUBLIC COMMENT - *None***

**7. RECOGNITIONS**

**A.** Superintendent Duncan and Suzanne Smith, Director of College & Career Readiness recognized Bailey

Udouch, Instructor: Marketing, Sales, and Service and DECA Advisor.

## 8. CONSENT CALENDAR – MOTIONS

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Prusso	Maher	3	0	0	0

**A. Approval of the Minutes from the Regular Board Meeting of December 6, 2023**

The Board approved of the minutes from the December 6, 2023 Board Meeting.

**B. Approval of the Bill and Salary Report – November 28 – December 31, 2023**

The Board approved 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 – 31, 2023**

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

**D. Approval of Donations**

The Board approved of donations through January 9, 2024.

## 9. CONSENT– RESOLUTIONS

Roll Call Vote:

Trustee Maher – Aye

Trustee Speck – Aye

Trustee Prusso – Aye

**A. Resolution No. 2023 - 24.8 – Board Member Signature Card**

The Board approved Resolution No. 2023 – 24.8 Board Member Signature Card.

## 10. DEFERRED CONSENT ITEM/S – *None*

## 11. INFORMATION / ACTION ITEMS

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

Suzanne Smith provided an overview of activities and opportunities for students, member districts and partners.

The CTE Proclamation was read by Superintendent Duncan, Suzanne Smith, Trustee Maher, Trustee Prusso, and Trustee Speck.

Roll Call Vote:

Trustee Prusso – Aye

Trustee Maher – Aye

Trustee Speck – Aye

**B. Tri-Valley ROP Board Policy Revisions - Information**

Superintendent Duncan presented the CSBA GAMUT Board Policy Revision planning.

## 12. CORRESPONDENCE

- Letter from Alysse Castro, Superintendent, Alameda County Office of Education, Tri-Valley ROP – 2023-24 First Interim Budget Report

### **13. SUPERINTENDENT’S REPORT**

#### **Customer Service**

- As an office team, in December, we participated in a service project with a charity called Running with Love, which supports children and families in migrant communities.

#### **Programs**

- Suzanne Smith held two online counseling sessions for Admins, Counselors, and CCS to review the TVROP 2024-2025 program and course offerings
- Middle College students visited UC Santa Cruz after winter break before college classes started as part of their AVID class
- Roxanne Villanueva and Amy Brown have spent a considerable amount of time purchasing online textbooks to reduce overall costs for Middle College Students
- In collaboration with CTWI, we are working with Emerald High School to start a construction pathway beginning the 2025-26 school year
- Amy Brown held Middle College Information nights over the past week which were highly attended
- At our February In-Service we will be discussing and sharing AI practices as Admins, educators and students
- Students attended DECA Norcal Conference where our chapters took home the majority of awards and we welcomed back our Granada chapter

#### **Fiscal Management**

- Currently working with Capitol Advisors and School Services on Assemblyman Holden’s bill on CCAP agreements
- Finalized server and phone technology required upgrades and services to provide uninterrupted and efficient service to staff and public
- Successfully concluded our technology penetration testing for both external and internal endpoints for vulnerabilities

#### **Relationships:**

- Worked with Diane Crum at the CDE to allow ROP’s to be included in the Middle College/Early College (MCEC) grant opportunities opening up tomorrow February 1, 2024
- Superintendent Duncan and Suzanne Smith were able to reconnect with Kaiser to discuss the onboarding process for next year’s Patient Care Pathway students
- Suzanne Smith concluded her representation on the BACCC K12 SWP Grant Selection Committee this week. Her expertise and feedback was appreciated by the Chancellor Office staff

### **14. BOARD MEMBER REPORTS**

Trustee Speck attended the Dublin High and Emerald High School Open House and noted that there were a good mix of students and teachers.

### **15. ANNOUNCEMENTS**

- The next Regular Meeting of the Joint Powers Governing Board is scheduled for Wednesday, March 13, 2024, at 5:30 p.m.

**16. ADJOURNMENT – 6:44 p.m.**

Submitted,



Julie Duncan  
Secretary to the Board

*Approved and entered into the proceedings  
of the Board this 13<sup>th</sup> day of March, 2024*



Kristin Speck  
Chairperson

KS/JD/rv