



GOVERNING BOARD MEETING AGENDA

Thursday, March 3, 2016

5:30 pm

Location:

26316 Hesperian Blvd.
Hayward, CA 94545

Website:

www.edenrop.org

Phone Numbers:

(510) 293-2971
Fax (510) 293-8225



Governing Board Members

Gary Howard, President
Lisa Brunner, Vice-President
Janet Zamudio, Member
Vince Rosato, Alternate

Castro Valley Unified School District
Hayward Unified School District
San Lorenzo Unified School District
San Leandro Unified School District

Mission Statement

The mission of the Eden Area Regional Occupational Program is to prepare students for careers and further education as well as to instill workplace skills and ethics that enable them to compete successfully in the economy of today and the future.



Regular Meeting of the ROP Governing Board
Eden Area ROP Board Room
26316 Hesperian Blvd., Hayward, CA 94545

Date: Thursday, March 3, 2016
Time: 5:30 p.m.

AGENDA

Welcome to the Eden Area Regional Occupational Program Governing Board Meeting. The purpose of the meeting is to consider matters of policy and business necessary for the operation of the Regional Occupational Program.

Visitors wishing to address the Governing Board are asked to complete a "Request to Address ROP Governing Board" card, available at the entrance to the meeting room, and submit it to the Governing Board's Administrative Secretary. Any member of the audience may speak on any agenda item by following this process, or upon recognition by the Chairperson by identifying him/herself and his/her organization affiliation prior to any action taken by the Governing Board. Such presentations may be limited. If there is a desire to address the Governing Board on a matter relating to the Eden Area ROP that does not appear on the agenda, this may be done during the "Other Business" section.

State law prohibits the ROP Governing Board from taking any action on or discussing items that are not on the posted agenda except to A) briefly respond to statements made or questions posed by the public in attendance; B) ask questions for clarification; C) provide a reference to a staff member or other resource for factual information in response to the inquiry; or D) ask a staff member to report back on the matter at the next meeting and/or place it on a future agenda. (Government Code Section 54954.2 (a))

This meeting is being recorded. These recordings are maintained by the Eden Area ROP for 30 days and are available for review to the public upon request.

I. Call to Order

II. Roll Call

III. Pledge of Allegiance

IV. Mission Statement

V. Approval of Agenda

VI. Student of the Month

A. Presentation of ROP Student of the Month Awards (page 3)

VII. CONSENT CALENDAR

Action by the ROP Governing Board of the Eden Area Regional Occupational Program means that all items listed under the Consent Calendar are adopted by one single motion, unless a member of the Governing

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Board, the Superintendent, or a member of the public requests that any such item be removed from the Consent Calendar and voted upon separately.

- A. Request the Governing Board to approve the Minutes of the Regular Governing Board Meeting of February 4, 2016 (pages 4-10)
- B. Request the Governing Board to approve the Bill Warrants (pages 11-14)
- C. Request the Governing Board to approve the Personnel Action Items (pages 15-16)
- D. Request the Governing Board to approve the MOU for Data Sharing (pages 17-21)

VIII. INFORMATION ITEMS

- A. CDE Course Review- Construction Technology (pages 22-23)
- B. California Career Pathway Trust Grant Update (page 24)
- C. SkillsUSA Regional Competition Update (page 25)

IX. ACTION ITEMS

- A. Request the Governing Board to approve the Second Interim Budget for the Report 2015-2016 School Year (page 26)

X. Superintendent's Report

XI. Other Business/ Governing Board Reports

- A. Public
- B. ROP Governing Board

XII. Recess to Closed Session

- A. Public Employee Discipline/Dismissal/Release/ Hiring (Pursuant Government Code Section 54957)

XIII. Reconvene to Open Session

- A. Report Action taken in closed session

XIV. Adjournment



DATE: March 3, 2016
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
PREPARED BY: Craig Lang, Director
SUBJECT: Presentation of ROP Student of the Month Awards

BACKGROUND

The Eden Area ROP has developed a Student Recognition Program to acknowledge outstanding efforts and achievements of our students.

CURRENT SITUATION

The Student Recognition Program has proven to be a successful, motivational tool in the classroom, among the staff and the students of the Eden Area ROP.

The following students were selected as “ROP Students of the Month” for March:

Jasmine Vera	Arroyo High School	Criminal Justice
Enrique Carreto	Arroyo High School	Criminal Justice
Athena Rodriguez	Hayward Independent Studies	Floral Design/Event Planning
Nancy Davila Santana	Hayward High School	Dental Assisting
Adrian Lopez	San Leandro High School	Welding/Metal Fabrication

RECOMMENDATION

Information only

Consent Calendar





**Minutes of the Regular Meeting of the ROP Governing Board
February 4, 2016**

I. Call to Order

Trustee Gary Howard called the meeting to order at 5:30 p.m. on Thursday, February 4, 2016 at the Eden Area Regional Occupational Program Board Room, 26316 Hesperian Blvd., Hayward, CA 94545.

II. Roll Call

Roll was called by Gabriela Juarez, Administrative Assistant.

Eden Area ROP Governing Board Present:

Gary Howard, President	Castro Valley USD	
Lisa Brunner, Member	Hayward USD	arrived at 5:31 pm, left at 6:30 pm
Penny Peck, Alternate	San Lorenzo USD	
Evelyn Gonzalez, Alternate	San Leandro USD	

Eden Area ROP Governing Board Absent:

Janet Zamudio, Member	San Lorenzo USD
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Superintendent: Linda Granger- present

ROP Administrators in Attendance:

Craig Lang	Director
Stefanie Bradshaw	Assistant Director of Adult Programs
Sheila Lawrence	Assistant Director of Offsite Programs
Evan Goldberg	Grant Coordinator

ROP Staff in Attendance:

David Chilimidos	Criminal Justice Program Instructor
Bill Deslaurier	Construction Technology Program Instructor
David Espinoza	Auto Technology I Program Instructor
Gabriela Juarez	Superintendent's Administrative Assistant
Marlene McDowell	First Responder Program Instructor
Audra Muñoz	Career Counselor
Daniel Pareja	Auto Refinishing Program Instructor
John Peters	Fire Science Program Consultant
John Taylor	Criminal Justice/Forensic Science Program Instructor

Others Present:

Students of the Month and their families
Xiupin Guillaume, CPA Partner Vavrinek, Trine, Day & Co., LLP

III. Pledge of Allegiance

Sergio Bahena led the Pledge of Allegiance.

IV. Mission Statement

Bryana Hernandez read the Eden Area ROP Mission Statement.

V. Approval of Agenda

Trustee Evelyn Gonzalez moved to approve the agenda with a change to have Action Item A moved to follow the students of the month presentation. Trustee Penny Peck seconded the motion. By the following vote, the agenda was approved.

AYES: 4 (Brunner, Gonzalez, Howard, Peck)
NOES: 0
ABSTAIN: 0
ABSENT: 1 (Zamudio)

VI. Student of the Month Awards

The following students were honored by their teachers, ROP Staff and the Governing Board as Students of the Month for February 2016:

William "Quinn" Gillis	Hayward High School	First Responder
Sergio Bahena	San Leandro High School	Auto Technology I
Francisco de Los Santos	Arroyo High School	Construction Technology
Kiyah Blackmon	Arroyo High School	Criminal Justice
Bryana Hernandez	San Leandro High School	Automotive Refinishing & Painting

Audra Muñoz, Career Counselor introduced the instructors, who presented their students to the Governing Board. A framed Certificate of Achievement was presented to each student by their district Governing Board representative. Each student was given an opportunity to introduce their family and say a few words. The families and students were welcomed to a short reception in the small conference room.

VII. Action Items

A. Request the Board to approve the Annual Independent Auditor's Report

Linda Granger, Superintendent, introduced Xiupin Guillaume, independent auditor, to discuss the auditor's report.

Upon review of and a motion by Trustee Evelyn Gonzalez and a second by Trustee Penny Peck, the Governing Board approved the Annual Independent Auditor's Report.

AYES: 4 (Brunner, Gonzalez, Howard, Peck)
NOES: 0
ABSTAIN: 0
ABSENT: 1 (Zamudio)

VIII. Consent Calendar

Trustee Evelyn Gonzalez moved to approve the Consent Agenda items as written.

- A. Approve the Minutes of the Regular Governing Board Meeting of December 10, 2015
- B. Approve the Bill Warrants Items
- C. Approve the Personnel Action Items
- D. Approve the Quarterly Report on Williams Act Complaints and Resolutions
- E. Approve the Contract for the California Career Pathways Trust Grant for ConnectEd: The California Center for College and Career

Trustee Lisa Brunner seconded the motion.

AYES: 4 (Brunner, Gonzalez, Howard, Peck)
NOES: 0
ABSTAIN: 0
ABSENT: 1 (Zamudio)

IX. Information Items

A. CDE Course Review-Criminal Justice/Forensic Science

Mr. Craig Lang, Director, introduced John Taylor to review the Criminal Justice program. Mr. Taylor shared that he taught the capstone program offered at the ROP center and that there are 2 introductory programs offered at San Lorenzo High and Mt. Eden High. The course curriculum includes police photography, fingerprint identification, sketching & diagramming, evidence processing & documenting, hair & fiber identification, DNA detection, powers of arrest, California penal codes, arrest & control, criminal law against persons and criminal law against property. This class is designed to give students both theory and hands-on experience in the skills and knowledge necessary in the field of both criminal justice and forensic science. Students participate in work based learning opportunities such as active shooter drills, crowd and traffic control, honor guard and law day. The Criminal Justice program participates in the CTE Career Pathway Grant, is a UC a-g approved and articulated with Chabot Community College.

Mr. Taylor proudly reported his students participate in SkillsUSA and have won the national competition.

X. Amendment of Agenda

Board president, Gary Howard asked if the Board agenda could be amended to move Action Item C to follow Information Item A by a vote by the Board as Trustee Brunner was scheduled to meet at Hayward Unified School District by 6:30 pm.

Upon review of and a motion by Trustee Penny Peck and a second by Trustee Evelyn Gonzalez, the Governing Board approved the amendment

AYES: 4 (Brunner, Gonzalez, Howard, Peck)
NOES: 0
ABSTAIN: 0

ABSENT: 1 (Zamudio)

XI. Action Items

C. Request the Governing Board to approve the Governing Board Reorganization

Trustee Lisa Brunner nominated trustee Gary Howard for President. Trustee Lisa Brunner was nominated for Vice President by Trustee Gary Howard. Upon review of and a motion by Trustee Evelyn Gonzalez and a second by Trustee Penny Peck, the Governing Board approved the ROP Governing Board Reorganization.

AYES: 4 (Brunner, Gonzalez, Howard, Peck)

NOES: 0

ABSTAIN: 0

ABSENT: 1 (Zamudio)

XII. Information Items

B. Adult Programs Update

Superintendent Linda Granger introduced Stefanie Bradshaw, Assistant Director of Adult Programs, to present on update on Adult Programs. Ms. Bradshaw explained that in an effort to develop additional funding streams and increase course offerings to adults, the Eden Area ROP received Board approval last Spring to create an Assistant Director of Adult Programs position to further build the Adult Evening Program. The goal of the Adult Evening Program is to provide short-term, high-skill and high-wage employability training opportunities. Adults attending are either looking for training to increase their current skill-set to increase their wages or transition to new careers with jobs in demand.

Ms. Bradshaw shared that the focus of this school year has been to add more courses based on student feedback and interest and hired new instructors with industry experience. In addition, through the partnership with HPN, ROP has been able offer more sections of Clinical Medical Assisting and Welding. Ms. Bradshaw continues recruitment efforts through offering evening group orientations, walk-in orientations, user friendly website, student referrals and partnering with programs.

The next plans for this school year is to enroll students in introduction to electrical and distribution center/warehouse operations and forklifting.

C. Technology Plan Update

Mr. Craig, Director, reported on the ROP's technology plan. The plan for the current school year is to upgrade the infrastructure of the network by installing single mode fiber optic cable with carrying capacity of 40GB, upgrade the switches in the 8 IDF cabinets to 10GB in order to accommodate VOIP, upgrade the SAN, build a new computer lab with approximately 30 units, and more computer based learning programs throughout the campus. In addition, the ROP will renew faronics antivirus suite including deep freeze, purchase remote desktop software utility and purchase IPMON network monitoring utility.

Next school year, the plan is to upgrade the phone system to VOIP, upgrade the server environment to prevailing Microsoft Sever Edition Via CAMSA agreement, software upgrades to Windows 10 and renew faronics antivirus with deep freeze.

In the 2017-2018 school year the plan is to renew the VM ware contract, renew faronics antivirus with deep freeze, purchase updated educational software and renew existing software licensee and implement a campus wide tech refresh to identify outdated computers.

D. DECA Northern California Conference

Rs. Sheila Lawrence, Assistant Director, updated the Board on the DECA competition. The 2016 DECA Northern California Career Development Conference was held January 16-18, 2016 at the San Ramon Marriott. Over 150 students from the Eden Area ROP DECA Chapters attended this conference, winning top honors in many categories. Students who won will move on to the State competition that will be held March 3-5, 2016 in San Diego.

E. Counselors' Luncheon

Mrs. Sheila Lawrence, Assistant Director, reported about the counselors' luncheon. The counselors' luncheon was held January 12, 2016 and was well attended by district superintendents, counselors, career techs, school administrators, Chabot administrators and support staff. The goal of the luncheon was to provide an opportunity for counselors to network with district team members on CTE and to share data that will help shape the conversation around how students are programed and the importance of shifting our approach to student planning. The Superintendent, Linda Granger, spoke to the group about the state of affairs and program changes. The Director shared and went over the 2016-2017 course catalog. Dr. Kevin Fleming, Dean of CTE instruction at Norco College, was the keynote speaker. He gave a great speech about reshaping how we talk and think about college and career preparation for students.

F. Midyear Review of the Superintendent's Goals

Ms. Linda Granger, Superintendent, updated the Board on the progress of her 5 overall goals.

Goal one is to provide promotion and outreach regarding ROP features and benefits to all stakeholders. The Superintendent has developed a plan to grow an online media presence by transitioning to a new website, creating videos for center programs and increase Facebook presence. Also, under this goal she has strengthened outreach efforts to potential students by revising sophomore tours, tabling events, coordinating manufacturing day and running a health fair this spring. She is also developing outreach opportunities at the middle school level by participating in the middle school career fairs. Through HPN ROP continues providing a summer program for middle schoolers. Students are exposed to four career pathways. ROP is looking to expand this model to other school districts. Staff promotes programs through principals' breakfast, counselors' luncheon, coordinating council, meeting with case carriers and identify placement, meeting with registrars and careers techs. As a result of being part of the CPT and HPN grant ROP gets a lot of exposure and staff frequently gets asked to present on work based learning and CTE. Superintendent Granger is now the coastal regional coordinator. The ROP has also received several visits from the Federal Department of Education and CDE. All these events and exposures promote the ROP. The ROP maintains and strengthens partnerships with business and industry through participation on the NFTE

advisory board, joint advisory meetings and partnerships with the HFD, Chabot college, Cal State East Bay, ABC Nor Cal, and chambers of commerce. Staff increases the connection and collaboration among stakeholders through the CPT grant, pathway meetings, ROP student showcase and SLUSD CTE teachers' professional development.

Goal two is to pursue stable funding for EAROP. To accomplish this the Superintendent is working with member districts to finalize the funding model for ROP under LCFF by June 2016. She has applied for the CTE matching grant. She continues to seek opportunities for new funding through grants. Staff is expanding adult school program offerings. Superintendent Granger monitors expenditures by program with a focus on fiscal conservations.

Goal three is to ensure curriculum and instruction is responsive to current academic and industry needs. This goal is being accomplished by effectively leading the efforts outlined in the Eden Area CPT grant to develop pathways among our four partner districts, participating in linked learning coaches training, monitoring current labor market trends to ensure that the programs we provide are aligned with industry needs, overseeing grant programs and working with advisory committees to ensure program focus remains relevant to industry needs.

Goal four is to maximize the use of technology to meet our organizational needs. The Superintendent along with staff reviews and revises the technology plan to support the efficiency of all aspects of our organization to support teaching and learning.

Goal five is to develop a system of effective communication among all staff, district partners, ROP governing board that focuses on the benefits provided to students. Superintendent Granger communicates local, state and national budgetary issues to all staff and stakeholders. She ensure presentations at board meetings are all appropriately prepared, timely, and presented in a professional manner. She provides regular communication to the board regarding issues that pertain to the ROP and CTE. She utilizes data to inform decision making regarding programs. She also identifies and collects data in support of LCAP.

XIII. Action Items

B. Request the Governing Board to approve the Budget Development Calendar for the 2016-2017 School Year

Upon review of and a motion by Trustee Evelyn Gonzalez and a second by Trustee Penny Peck, the Governing Board approved the Budget Development Calendar for the 2016-2017 School Year.

AYES:	3 (Gonzalez, Howard, Peck)
NOES:	0
ABSTAIN:	0
ABSENT:	2 (Brunner, Zamudio)

D. Request the Governing Board to approve the adoption of Resolution 2-15/16: Career Technical Education Month

Upon review of and a motion by Trustee Penny Peck and a second by Trustee Evelyn Gonzalez, the Governing Board approved the adoption of Resolution 2-15/16: Career Technical Education Month.

AYES: 3 (Gonzalez, Howard, Peck)
NOES: 0
ABSTAIN: 0
ABSENT: 2 (Brunner, Zamudio)

XIV. Superintendent's Report

Superintendent Linda Granger thanked Trustee Penny Peck for her service with the ROP.

XV. Other Business/Governing Board Reports

A. Public

None

B. Governing Board Reports

None

XVI. Adjournment

The meeting was adjourned at 7:25 p.m.

Approved by the Eden Area ROP Governing Board _____.

Linda Granger, Superintendent
Clerk to the ROP Governing Board



DATE: March 3, 2016
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
PREPARED BY: Sabrina Ubhoff, Accounting Technician
SUBJECT: Request the Governing Board to approve the Bill Warrants

CURRENT SITUATION

The bill warrants submitted for approval are for the period of January 20, 2016 through February 17, 2016 and include test warrant numbers and voided warrants.

CONSENT CALENDAR



DATE: March 3, 2016
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
PREPARED BY: Mercedes Henderson, Personnel Coordinator
SUBJECT: Request the Governing Board to approve the Personnel Action Items

CURRENT INFORMATION

The attached listing of personnel consent items are the Eden Area ROP Superintendent's recommendations for approval.

CONSENT CALENDAR



DATE: March 3, 2016
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
SUBJECT: Request the Governing Board to approve the MOU for Data Sharing

BACKGROUND

Our partner districts have given us limited data regarding the students that enroll in ROP programs from their districts. This data included basic demographic information and the students' attendance for site based programs.

CURRENT SITUATION

Given the changes in the data collection demands from the state and the reporting requirements for the Career Pathways Trust Grant and the CTE Incentive Grant, the Eden Area ROP needs to collect more detailed data regarding high school students. This data sharing MOU will enable the ROP to meet the requirements of the grant while adhering to applicable laws regarding the dissemination of data to partners.

CONSENT CALENDAR

MEMORANDUM OF UNDERSTANDING

Data Sharing

This Memorandum of Understanding, herein referred to as "MOU," is entered into by and between Eden Area ROP and Castro Valley Unified School District, Hayward Unified School District, San Leandro Unified School District, and San Lorenzo Unified School District (herein collectively "educational institutions").

Preamble

The purpose of this MOU is to facilitate the creation and maintenance of individual-level data sets and a linked Master Data Set by the Eden Area ROP and the sharing of subsidiary identifiable, de-identified, or restricted-use data sets for the use of approved staff, for tracking individual student characteristics, program participation, and outcomes. Participation in this MOU on the part of the educational institutions entails providing individual-level and individually identifiable data to the Eden Area ROP for the purpose of:

- a. Collecting and reporting progress and outcomes of students enrolled in ROP programs at the high school sites or the ROP center to the district
- b. Collecting and reporting aggregate data to the California Department of Education in accordance with the Career Pathways Trust grant and the CTE Incentive Grant.
- c. Providing aggregate data to the district in support of LCAP objectives

Member educational institutions sharing academic performance data concerning students who have or who are attending their institutions will ensure the confidentiality of records in accordance with FERPA (Family Education Rights and Privacy Act).

The educational institutions who choose to participate in this MOU desire to evaluate and improve their respective educational programs through the analysis of academic performance data concerning students who have or who are now attending mentioned educational institutions. It is necessary, therefore, for the educational institutions to share student data for the purpose of evaluating and analyzing their respective educational programs. The Eden Area ROP will share aggregate data of their findings annually. Therefore, the educational institutions agree to the following terms of this MOU:

1. Data Sharing

The educational institutions shall provide academic data reports concerning their respective students. The data shall be provided at least monthly consistent with the dates established by the representatives from the institutions of this MOU. Said data shall be provided in the manner and form as specified by the designated representative from the educational institutions. This data may include personally identifiable information such as names, date of birth, gender, and ethnicity as well as courses and grades, etc. Any data received pursuant to this Memorandum shall be destroyed when it is no longer needed for the studies and no later than 7 years from the date the data is first received. Additionally, the user agrees NOT to release data to any other unauthorized person or organization.

2. Permissible data use, linking and sharing under this agreement

All data shared as part of this MOU and any related Data Use Agreements remain the property of the supplying District or relevant Partner Agency. This MOU represents and warrants further that data covered under this Agreement shall not be disclosed, released, revealed, showed, sold, rented, leased, or loaned to any person or organization except as (1) specified herein, or (2) required by law. Access to the data covered by this MOU shall be limited to the minimum number of individuals necessary to achieve the purpose stated in this section and to those individuals on a need-to-know basis only. Notwithstanding these exceptions, the Eden Area ROP understands and agrees that it will not, under any circumstances, disclose personally identifiable information from the records it receives from educational institutions to any other party not subject to this MOU without the prior written consent, and the Eden Area ROP understands and agrees that it will not use the information for any purpose other than the purposes for which the disclosure was made.

3. Indemnification

The parties agree that statutory and common law theories and principles of liability, indemnification, contribution, and equitable restitution shall govern all claims, costs, actions, causes of action, losses, or expenses (including attorney fees) resulting from or caused by the actions or omission of the parties hereto. Furthermore, if either party becomes aware of a claim involving the other within the relationship, the party with knowledge of the claim shall inform the other party in writing within ten (10) days of receiving knowledge of the claim, demand, or other loss.

4. Entire Agreement

This document states the entire agreement between the educational institutions with respect to its subject matter and supersedes any previous and contemporaneous or oral representations, statements, negotiations, or agreements.

5. Execution

Each of the persons signing this MOU on behalf of a party or entity other than a natural person represents that he or she has authority to sign on behalf and to bind such party.

6. Assignment

None of the signatories to this MOU may assign their rights, duties, or obligations under this MOU, either in whole or in part, without the prior written consent of the other signatories to this MOU.

7. Severability

If any provision of this MOU is held to be illegal, invalid, or unenforceable under present or future laws effective during the term of this MOU such provision shall be fully severable. This MOU shall remain in full force and effect unaffected by such severance, provided that the severed provision(s) are not material to the overall purpose and operation of this MOU.

8. Waiver

Waiver by any signatory to this MOU of any breach of any provision of this MOU or warranty of representation set forth herein shall not be construed as a waiver of any subsequent breach of the same or any other provision. The failure to exercise any right under this MOU shall not operate as a waiver of such right. All rights and remedies provided for in this MOU are cumulative.

9. Modification and Amendments

This MOU may be amended or modified at any time by written mutual agreement of the authorized representatives of the signatories to this MOU. The educational institutions further agree to amend this MOU to the extent amendments are required by an applicable law or policy issued by an appropriate regulatory authority if the amendment does not materially affect the provisions of this MOU. However, if new laws, policies, or regulations applicable to the educational institutions are implemented which materially affect the intent of the provision of this MOU, the authorized representatives of the signatories to this MOU shall meet within a reasonable period of time, e.g. 20 business days. Each of the persons signing this MOU on behalf of a party or entity other than a natural person represents that he or she has authority to sign on behalf and to bind such party.

Superintendent, Eden Area ROP

Date

Superintendent, Castro Valley Unified School District

Date

Superintendent, Hayward Unified School District

Date

Superintendent, San Leandro Unified School District

Date

Superintendent, San Lorenzo Unified School District

Date

Information Items





DATE: March 3, 2016
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
PREPARED BY: Craig Lang, Director
SUBJECT: CDE Course Review—Construction Technology

BACKGROUND

Courses for regional occupational centers and programs (ROCPs) shall be developed with the cooperation of industry representatives from the occupation for which the courses are designed. The course outline will serve as the regional occupational center or program (ROCP) teacher's road map for providing learning experiences and opportunities for students to achieve career technical objectives effectively and efficiently. The outline helps the ROCP teacher ensure competency achievement.

CURRENT SITUATION

Attached is the Course Review for the following program: Construction Technology, the statistics provided are derived from the 2014-2015 C101 follow-up study completed June 2015.

RECOMMENDATION

Information only

EDEN AREA REGIONAL OCCUPATIONAL PROGRAM
Criteria for Course Approval and Expansion Annual Review
For Class Offerings 2014-2015 School Year

SCHOOL DISTRICT:		EDEN AREA ROP		LOCATION:		Eden Area ROP Center	
PROGRAM:		Construction Technology		INSTRUCTOR:		Bill Deslaurier	
Course Name		Enrollment as of 14/15 Year to Date		Enrollment as of 13/14 Year to Date		Enrollment as of 12/13 Year to Date	
Construction Technology		58		57		48	
Comments: <ul style="list-style-type: none"> Required enrollment: Class enrollment maintained to sustain agreed master schedule for offsite and staffing. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Retention rate (Active Enrollment divided by Year-to-date Enrollment): 							
Text Book: Modern Carpentry				Author: N/A		Edition: 2016	
NO.	YES	NO					
1.	<input checked="" type="checkbox"/>		ENROLLMENT – Course meets current or future labor market news.				
			CLASS SCHEDULE: Block		SECTIONS PER YEAR:	MINS PER SECTION:	EXPECTED MINIMUM STUDENTS PER SECTION:
			Varies		2	3hrs.	25+
2.	<input checked="" type="checkbox"/>		AVAILABILITY OF QUALIFIED INSTRUCTOR – Qualified/ Credentialed Instructor teaching course.				
3.	<input checked="" type="checkbox"/>		LEADERSHIP – Instructional leaders have sufficient time and resources to implement system improvements and work with their counterparts in other programs.				
4.	<input checked="" type="checkbox"/>		CURRICULUM and INSTRUCTION – Students are provided with a strong experience in and understanding of all aspects of industry.				
5.	<input checked="" type="checkbox"/>		SCHOOL-TO-CAREER AND CAREER PATHWAY DEVELOPMENT – Course is designed as part of a sequence of courses, career pathways, etc.				
6.	<input checked="" type="checkbox"/>		ADVISORY COMMITTEE – The course has been reviewed and recommended by a pre-established committee. <input checked="" type="checkbox"/> Yes, instructor was present at advisory meeting and minutes are on file at ROP <input type="checkbox"/> No, instructor was not present at advisory. Program was represented, at a joint industrial, by ROP personnel. Instructor MUST attend next advisory for program to meet compliance.				
			Comments:				
7.	<input checked="" type="checkbox"/>		LABOR MARKET NEEDS – Course meets current or future labor market needs.				
8.	<input checked="" type="checkbox"/>		WORK BASED LEARNING – Course incorporates work based learning opportunities (i.e. guest speakers, field trips, mock interviews, or student organizations)				
9.	<input checked="" type="checkbox"/>		COMMUNITY CLASSROOM AND COOPERATIVE VOCATIONAL EDUCATION – Course incorporates community classroom and cooperative vocational education (i.e., job training, internships, or job shadowing)				
10.	<input checked="" type="checkbox"/>		JOB PLACEMENT/FURTHER EDUCATION OPTIONS – Course has potential for student job placement in entry-level positions or course prepares students for further training opportunities within the designed career pathway.				
11.	<input checked="" type="checkbox"/>		FACILITIES AND EQUIPMENT ACCOMMODATION				
			<input type="checkbox"/> District will provide a facility which adequately accommodates the program. <input checked="" type="checkbox"/> EAROP will provide a facility which adequately accommodates the program. <input type="checkbox"/> District shares cost of equipment if program is cross utilized.				
OTHER CONSIDERATIONS:							
<input type="checkbox"/> A-G Credit for UC				<input type="checkbox"/> State and National Licensing or Certification			
<input type="checkbox"/> Community College Articulation				<input checked="" type="checkbox"/> Strong Business or Industry Partnership			
<input type="checkbox"/> Dual Enrollment				<input type="checkbox"/> Emerging Technologies -			
COMPLIANCE CATEGORIES							
<input checked="" type="checkbox"/> R – Retain Program: Program meets all criteria.		<input type="checkbox"/> W - Watch Program: All criteria not met. See areas that need to be complied with.		<input type="checkbox"/> P - Probation: Criteria is not being met. Program in danger of suspension.		<input type="checkbox"/> R – Reduce Program: Downsizing program.	
						<input type="checkbox"/> S/T - Suspend/ Terminate program.	



DATE: March 3, 2016
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
PREPARED BY: Evan Goldberg, Grant Coordinator
SUBJECT: California Career Pathways Trust Grant Update

BACKGROUND

In July 2015, the Eden Area ROP was awarded a \$5.8 million grant for the California Career Pathways Trust (CCPT) Round 2 grant. This grant will develop career pathways in all four Eden Area school districts.

CURRENT SITUATION

At present, the Castro Valley, Hayward, San Leandro, and San Lorenzo Unified School districts are developing career pathways through the Eden Area ROP CCPT grant. This presentation gives an overview of this grant and how it is supporting districts, schools, teachers and students in the greater Eden Area.

RECOMMENDATION

Information only



DATE: March 3, 2016
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
PREPARED BY: Craig Lang, Director
SUBJECT: SkillsUSA Regional Competition Update

BACKGROUND

The Eden Area Regional Occupational Program continues to plan activities with district administration, teachers and counselors to ensure that all students have access to Career Technical Educational courses, pathways, programs of interest, and workplace opportunities. SkillsUSA was created to raise the quality of education for students in trade, industrial, and technical programs. As 1 of more than 245,000 members, students become part of a national organization that serves trade, industrial, and technical students in public schools, occupational centers and community colleges.

In 52 states and territorial associations students are part of successful partnerships that link students, educators, businesses, labor, and government. As a member of one of nearly 14,000 local chapters nationwide, students learn to work as part of a team and develop management skills.

CURRENT SITUATION

Eden Area ROP students from the Computer Web Programming and Criminal Justice competed in hands-on demonstration competitions in their field here at Eden Area ROP in Hayward, CA on February 13, 2016.

Eden Area ROP students from the Culinary Science program competed in hands-on demonstration competitions in their field at Maria Carrillo High School in Santa Rosa, CA on February 20, 2016.

Eden Area ROP students from the Construction Technology and Auto Refinishing programs competed in hands-on demonstration competitions in their field at Silicon Valley Career Technical Education Center in San Jose, CA on February 27, 2016.

RECOMMENDATION

Information only

Action Items





DATE: March 3, 2016
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
PREPARED BY: Marites Fermin, Business Manager
SUBJECT: Request the Governing Board to approve the 2015-2016
Second Interim Budget Report

CURRENT SITUATION

Second Interim Report reflects revenues and expenditures as of January 31, 2016. The report was prepared and reviewed in accordance with all federal and state adopted criteria and standards using Local Control Funding Formula (LCFF) and Local Control Action Plan (LCAP).

“The District Board of Education shall certify in writing whether or not Eden Area ROP is able to meet its financial obligations for the remainder of the 2015-2016 fiscal year and, based on current forecasts, for the next two subsequent fiscal years 2016-2017 and 2017-2018 respectively. The certifications shall be classified as either positive, qualified, or negative, pursuant to standards and criteria adopted by the State Board of Education (Education Code 33127)”. The Eden Area ROP is certifying a positive certification, and that staff prepared the report, along with assumptions using the School Services of California (SSC) Inc. Dartboard as well as Alameda County Office of Education (ACOE) guidelines. In certifying the 2015-2016 Second Interim Report as positive, the Board understands its fiduciary responsibility to maintain fiscal solvency for the current and the two subsequent fiscal years.

The report confirms the Eden Area ROP’s ability to meet all financial obligations for the current fiscal year 2015-2016 and two subsequent fiscal years 2016-2017 and 2017-2018. Finally, the Eden Area ROP continues to meet and exceed AB 1200 requirements.

The report is included under separate cover and is available for review by the public upon request.

RECOMMENDATION

It is recommended that the Governing Board approve the 2015-2016 Second Interim Budget Report.