



GOVERNING BOARD MEETING AGENDA

26316 Hesperian Blvd. Hayward, CA 94545 • (510) 293-2971 • www.edenrop.org

Thursday, January 14, 2021
5:45 pm

GOVERNING BOARD MEMBERS

Dot Theodore, Member	Castro Valley Unified School District
Dr. April Oquenda, Member	Hayward Unified School District
James Aguilar, Member	San Leandro Unified School District
Juan Campos, Member	San Lorenzo 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
Date: Thursday, January 14, 2021
Time: 5:45 p.m.

NOTICE - COVID-19 PUBLIC HEALTH EMERGENCY BOARD MEMBERS TO ATTEND VIRTUALLY

In compliance with the Governor of California's "Safer-at-Home Order" due to COVID-19, the Eden Area ROP Governing Board will be conducting meetings virtually until further notice. This means there will be no specific physical meeting place; the meeting will be held remotely. However, public participation continues to be welcomed and encouraged.

Attend Zoom Meeting Instructions:

- **To observe the meeting by video conference**, please click on [LINK](#) or go <https://us02web.zoom.us/j/87459163487?pwd=aFJlK2xkdGVuV0h0b1Mxa1lvYWd5UT09> to at the noticed meeting time.
Meeting ID: **874 5916 3487**
Passcode: **BdMtg50**

Instructions on how to join a meeting by video conference is available at: <https://support.zoom.us/hc/en-us/articles/201362193> -Joining-a-Meeting.

To listen to the meeting by phone, please call at the noticed meeting time **1-669-900-6833**, then enter ID **874 5916 3487**, then press "#". Passcode: **8321323**

Instructions on how to join a meeting by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663> -Joining-a-meeting-by-phone.

Public Comment Instructions:

- **To comment by video conference**, click the "Raise Your Hand" button to request to speak when Public Comment is being taken on the eligible Agenda item. You will then be unmuted, during your turn, and allowed to make public comments. After the allotted time, you will then be re-muted. Instructions on how to "Raise Your Hand" is available at: <https://support.zoom.us/hc/en-us/articles/205566129> -Raise-Hand-In-Webinar.
- **To comment by phone**, you will be prompted to "Raise Your Hand" by pressing "*9" to request to speak when Public Comment is being taken on the eligible Agenda Item. You will then be unmuted, during your turn, and allowed to make public comments. After the allotted time, you will then be re-muted. Instructions of how to raise your hand by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663> -Joining-a-meeting-by-phone.

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.

Any member of the audience may speak on any agenda item by following this process, or upon recognition by the President 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 "Public Comment" 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. Public Comment for items not on the agenda that are related to the Eden Area ROP

(According to the Brown Act, the Board may not comment or take action on items not on the agenda.)

The Board respects and encourages the public to comment on matters on the Board agenda and within the Board's jurisdiction. The Board fully supports civil discourse and requests that everyone respect each other and their point of view.

Public Comment Instructions:

- When it is time for the speakers to address the Board, your name will be called and you will then be unmuted and allowed to make public comments.
- Speakers should rename their Zoom profile names to their real names to expedite this process.
- After the comment, the microphone for the speaker's Zoom profile will be muted.

With Board consensus, the President may increase or decrease the time allowed. This meeting is being recorded to prepare the official minutes.

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 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 December 10, 2020 (pages 4-8)
- B. Request the Governing Board to approve the Bill Warrants (pages 9-12)
- C. Request the Governing Board to approve the Quarterly Report on Williams Act Complaints and Resolutions (pages 13-14)

VIII. Information Items

- A. Eden Area ROP Overview (page 15)
- B. Work-Based Learning Program Overview (page 16)
- C. Early College Credit Program Overview (page 17)
- D. Workforce Innovation and Opportunity Act (WIOA) Grant Overview (page 18)
- E. Reopening of School Plan Update (page 19)

IX. Action Items

- A. Request the Governing Board to approve the Governing Board Reorganization (page 20)

X. Superintendent's Report

XI. Governing Board Reports

- A. ROP Governing Board

XII. Adjournment

CONSENT CALENDAR

CONSENT CALENDAR



Minutes of the Regular Meeting of the ROP Governing Board December 10, 2020

I. Call to Order

Mrs. Jo A.S. Loss, President, called the meeting to order at 5:45 p.m. on Thursday, December 10, 2020. Due to COVID-19 all members and attendees attended the meeting virtually via Zoom.

II. Roll Call

Eden Area ROP Governing Board Present:

Jo A.S. Loss, President	Castro Valley USD	
Dr. Robert Carlson, Vice-President	Hayward USD	arrived at 5:46 pm
Peter Oshinski, Member	San Leandro USD	
Juan Campos, Member	San Lorenzo USD	

Superintendent: Linda Granger, present

ROP Administrators in Attendance:

Craig Lang	Director of Adult Programs
Bernie Phelan	Director of Educational Services
Mercedes Henderson	Human Resources Administrator
Lauren Kelly	Pathway Coordinator
Anthony Oum	Fiscal Services Administrator

ROP Staff in Attendance:

Bill Deslaurier	Construction Technology Instructor
David Espinoza	Automotive Technology Instructor
Gabriela Juarez	Executive Assistant
Daniel Pareja	Automotive Collision & Refinishing Instructor
Armando Politron	Automotive Technology Instructor
Sukhi Sidhu	Career Counselor

Others Present:

Students of the Month and their families

III. Pledge of Allegiance

Leonardo Martinez Barron led the Pledge of Allegiance.

IV. Mission Statement

Danny Rubero read the Eden Area ROP mission statement.

V. Approval of Agenda

Trustee Peter Oshinski moved to approve the agenda. Trustee Juan Campos seconded the motion. By the following vote, the agenda was approved.

AYES:	4 (Campos, Carlson, Loss, Oshinski)
NOES:	0
ABSTAIN:	0
ABSENT:	0

VI. Public Comment for Items Not on the Agenda that are Related to the Eden Area ROP

None

VII. 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 December 2020:

STUDENT NAME	HIGH SCHOOL	ROP PROGRAM	INSTRUCTOR
Danny Rubero	Tennyson High School	Automotive Technology II P	David Espinoza
Leonardo Martinez Barron	Arroyo High School	Automotive Technology I P	Armando Politron
Kayla Asfour	San Lorenzo High School	Construction Technology I P	Bill Deslaurier
Vincent Rodriguez	San Lorenzo High School	Automotive Collision & Refinishing II P	Daniel Pareja

Sukhi Sidhu, Career Counselor, introduced the instructors, who presented their students to the Governing Board. A framed certificate of achievement was mailed to each student. Each student was given an opportunity to introduce their family and say a few words.

VIII. Consent Calendar

Trustee Peter Oshinski moved to approve the consent calendar items as follows:

- A. Minutes of the Regular Governing Board Meeting of November 5, 2020
- B. Bill Warrants
- C. Personnel Action Items
- D. Advisory Committee Members
- E. Agreement with AT&T for the AT&T Office@Hand Service from November 2020 through November 2022
- F. MOU with CRY-ROP for CTE TEACH for the 2020-2021 School Year

Trustee Robert Carlson seconded the motion.

AYES: 4 (Campos, Carlson, Loss, Oshinski)
NOES: 0
ABSTAIN: 0
ABSENT: 0

IX. Information Items

A. ROP Pathway Review-Structural Repair and Refinishing

Bernie Phelan, Director of Educational Services, reported the program offering for the Structural Repair and Refinishing pathway is Automotive Collision and Refinishing I and II. The program has 2 sections and currently has 44 students enrolled. This program is also UC a-g approved. He introduced Daniel Pareja, Instructor, to report on the Automotive Collision and Refinishing program.

Mr. Daniel Pareja shared the curriculum for the program which includes estimating, damage analysis, paint removal, metal finishing, sheet metal fabrication, rust repair, corrosion protection, masking, paint prep, spraying color, wet sanding, buffing, final

clean for delivery and shop maintenance. In this job trade there are several career pathways students can pursue.

Several of his students have continued onto post-secondary, obtained internships and secured high-wage employment. Some recent graduates have been hired at Gillig, Tesla, Service King, Wilma's and Caliber's Collision. Mr. Pareja shared photos of different projects, SkillsUSA competitions winners, work based learning opportunities and a student receiving \$35,000 award for tuition.

B. ROP Pathway Review-System Diagnostics, Service, and Repair

Bernie Phelan, Director of Educational Services, reported the program offering for the System Diagnostics, Service, and Repair pathway is Automotive Technology I and II. The program has 4 sections taught by 2 instructors and currently has 90 students enrolled. Automotive Technology I is UC a-g approved and both programs are articulated with Chabot. Mr. Phelan introduced David Espinoza, Instructor, to report on the Automotive Technology program.

Mr. Espinoza noted that despite a virtual learning environment student retention is high in the program. The program provides many work-based learning opportunities that includes presentations from experts in the field and during in-person learning there are field trips, job shadowing and work experience through co-ops. Mr. Espinoza reported that the program has a strong advisory committee.

C. Fall Advisory Committee Meetings

Mr. Bernie Phelan, Director of Educational Services, shared that on November 10, 2020, the Eden Area ROP held its annual Fall Advisory Committee meetings for our four school districts via Zoom. This year there were 206 attendees, which included 75 ROP teachers, 131 business partners and covered 20 pathways across the business sectors.

X. Action Items

Open Public Hearing for the Eden Area ROP Adoption of the Recommended Textbooks for the 2020-2021 School Year

Trustee Jo A.S. Loss opened the public hearing at 6:31 p.m. for the Eden Area ROP adoption of the recommended textbooks for the 2020-2021 school year. The Board solicited comments from the public on the adoption of recommended textbooks. No one from the public responded and thus the public hearing was closed.

Close Public Hearing

The public hearing was closed at 6:31 p.m.

A. Request the Governing Board to approve the Adoption of the Recommended Textbooks for the 2020-2021 School Year

Upon review of and a motion by Trustee Robert Carlson and a second by Trustee Juan Campos, the Governing Board approved the adoption of the recommended textbooks for the 2020-2021 school year.

AYES: 4 (Campos, Carlson, Loss, Oshinski)
NOES: 0
ABSTAIN: 0
ABSENT: 0

B. Request the Governing Board to approve the 2020-2021 First Interim Report

Mr. Anthony Oum, gave a presentation on the first interim. Trustee Loss requested the minutes to note integration and updating of technology costs and also the cost of the new student information system when planning the future budget. Both items are going to impact the ongoing budget.

Upon review of and a motion by Trustee Peter Oshinski and a second by Trustee Robert Carlson, the Governing Board approved the 2020-2021 First Interim Report.

AYES: 4 (Campos, Carlson, Loss, Oshinski)

NOES: 0

ABSTAIN: 0

ABSENT: 0

C. Request the Governing Board to approve the Ongoing Contract Rider with Curative Labs, Inc. for the Agreement with the Alameda County Office of Education (ACOE) for COVID-19 Testing Services

Upon review of and a motion by Trustee Peter Oshinski and a second by Trustee Juan Campos, the Governing Board approved the ongoing contract rider with Curative Labs, Inc. for the agreement with the Alameda County Office of Education (ACOE) for COVID-19 testing services.

AYES: 4 (Campos, Carlson, Loss, Oshinski)

NOES: 0

ABSTAIN: 0

ABSENT: 0

D. Request the Governing Board to approve the MOU with the Tri-Valley ROP for Pathway Coordination under the K12 Strong Workforce Program from March 2020 through December 2021

Upon review of and a motion by Trustee Peter Oshinski and a second by Trustee Juan Campos, the Governing Board approved the MOU with the Tri-Valley ROP for pathway coordination under the K12 Strong Workforce Program from March 2020 through December 2021.

AYES: 4 (Campos, Carlson, Loss, Oshinski)

NOES: 0

ABSTAIN: 0

ABSENT: 0

XI. Superintendent's Report

Superintendent Granger reported that Eden Area ROP staff applied for another round of Strong Workforce Program grants to support career technical education and was awarded \$2.6 million.

Ms. Granger concluded her report by expressing that tonight's meeting would be the last meeting for three of our four Board members and that it has been an honor to serve with them. She said that their dedication and clear support has made it a pleasure for her to do her job. She shared kind words of appreciation for Trustee Robert Carlson, Trustee Peter Oshinski and Trustee Jo A.S. Loss.

XII. Other Business/Governing Board Reports

A. Governing Board Reports

Trustee Peter Oshinski, San Leandro USD representative, shared that he came across a video of a father who recognized a need for desks for students who were distance learning. This father started building small desks for kids. With donations he was able to build 50 desks for \$20 per desk. Trustee Oshinski offered to donate to the Construction Technology program to build desks for students in our community. Trustee Oshinski shared that this being his last board meeting was bittersweet for him as he has served on the Board for the last four years. He shared kind words of encouragement and pride for staff and students.

Trustee Juan Campos, San Lorenzo USD representative, shared San Lorenzo USD Trustee Marilyn Stewart will be retiring. He also expressed that although the time serving together on the Board was short, but he appreciates them and has learned a lot from each individual board member.

Trustee Robert Carlson, Hayward USD representative, shared that it has been a joy to be on the ROP Governing Board and getting to know each Board member and that he hopes to cross paths in the future. He thanked Linda and the staff.

Trustee Jo A.S. Loss, Castro Valley USD representative, shared the update of the CVUSD's reopening plan. Trustee Loss concluded her report by sharing that she admired how staff and teachers pivoted during the pandemic and were able to continue to provide career technical education. She wished all the Board members the best and thanked ROP staff.

XIII. Adjournment

It has been requested that the Governing Board meeting be adjourned in the memory of the Eden Area ROP's extended family that have passed.

Preston Jacks Sr., grandfather of Mercedes Henderson, our Human Resources Administrator.

Lloyd Bohn, father of Lance Bohn, our Careers in Law, Forensics and Public Safety Instructor.

The meeting was adjourned at 7:33 p.m.

Approved by the Eden Area ROP Governing Board _____.

Linda Granger, Superintendent
Clerk to the ROP Governing Board



DATE: January 14, 2021
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 November 13, 2020 through November 20, 2020 and include test warrant numbers and voided warrants.

CONSENT CALENDAR



DATE: January 14, 2021
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
SUBJECT: Request the Governing Board to approve the Quarterly Report on Williams Act Complaints and Resolutions

BACKGROUND

Education Code 35186 (d) requires the following:

A school district shall report summarized data on the nature and resolution of all complaints concerning deficiencies related to instructional materials, emergency or urgent facilities conditions and teacher vacancy or misassignment on a quarterly basis to the county superintendent of schools and the Governing Board of the school district. The summaries shall be publicly reported at a regularly scheduled meeting of the Governing Board of the school district. The report shall include the number of complaints with the number of resolved and unresolved complaints. The complaints and written responses shall be available as public records.

CURRENT SITUATION

Attached is a report for the complaints and resolutions through January 1, 2021 as specified by Education Code 35186 (d).

CONSENT CALENDAR



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QUARTERLY REPORT ON WILLIAMS ACT COMPLAINTS

[Education Code 35186 (d)]

Report through: January 1, 2021

District: Eden Area Regional Occupational Program
Person completing this form: Gabriela Juarez
Title: Superintendent's Executive Assistant

Quarterly Report Submission (check one) →
Date: January 1, 2021

- ☒ January
☐ April
☐ July
☐ October

Date for information to be reported publicly at the Governing Board meeting: January 14, 2021

Please check the box that applies:

- ☒ No complaints were filed with any school in the district during the quarter indicated above.
- ☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Number of Complaints	Number of Resolved Complaints	Number of Unresolved Complaints
Textbooks and Instructional Materials	0	0	0
Teacher Vacancy or Mis-assignment	0	0	0
Facilities Conditions	0	0	0
CAHSEE Intensive Instruction and Services	0	0	0
TOTALS	0	0	0

Publicly reported at the Governing Board meeting on: January 14, 2021

Linda Granger, Superintendent

INFORMATION ITEMS



DATE: January 14, 2021
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
PREPARED BY: Bernie Phelan, Director of Educational Services
SUBJECT: Eden Area ROP Overview

BACKGROUND

Career Technical Education (CTE) is a program of study that involves a multiyear sequence of courses that integrates core academic knowledge with technical and occupational knowledge to provide students with a pathway to postsecondary education and careers.

The Eden Area ROP specializes in Career Technical Education that transforms student aspirations into reality and builds a pipeline of workforce talent for regional businesses. Programs focus on industry-specific skills with courses located at both the ROP Center and our partner district's high school campuses.

CURRENT SITUATION

Staff will deliver an overview of the sectors and pathways offered by the Eden Area ROP and review the indicators of a high quality CTE program.

RECOMMENDATION

Information only



DATE: January 14, 2021
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
PREPARED BY: Lauren Kelly, Pathway Coordinator
SUBJECT: Work-Based Learning Program Overview

BACKGROUND

Work-based learning is an educational strategy where students are provided an opportunity to participate in real-life work experiences. These learning opportunities can include; industry speakers in class, industry panel presentations, student presentations to industry panels, mentoring, field trips, non-paid and paid internships, and more.

CURRENT SITUATION

The Eden Area ROP has 3 Work-Based Learning Specialists who develop work-based learning opportunities for Castro Valley, Hayward, and San Lorenzo. San Leandro has their own work-based specialist who works closely with Eden Area ROP staff.

RECOMMENDATION

Information only



DATE: January 14, 2021
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
PREPARED BY: Lauren Kelly, Pathway Coordinator
SUBJECT: Early College Credit Program Overview

BACKGROUND

There are a variety of ways students may earn early college credit including dual enrollment and articulation; both of which are offered through CTE classes. These courses are very important as research shows that students who earn early college credit are more likely to show persistence and attain their post-secondary goals.

Early college credit courses offered through the Eden Area ROP and our district partners are free of charge to the student.

CURRENT SITUATION

The Eden Area ROP and our partner districts maintain approximately 60 course articulations with local community colleges.

RECOMMENDATION

Information only

DATE: January 14, 2021
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
PREPARED BY: Elaine Alvite, Assistant Director of Educational Services
SUBJECT: Workforce Innovation and Opportunity Act (WIOA) Grant Overview

BACKGROUND

The Workforce Innovation and Opportunity Act (WIOA) of 2014 enacted a comprehensive youth employment program for serving eligible youth, ages 14- 24, who face barriers to education, training, and employment.

This program provides our students with the following elements of support:

- Career Skills Training Tutoring
- Study Skills Training
- Instruction and Dropout Prevention
- Paid and Unpaid Work Experience
- Leadership Development Opportunities
- Adult Mentoring
- Support Services, Guidance and Counseling
- Entrepreneurial Skills and Financial Literacy Education
- Transition to Post-Secondary Education
- Follow-Up Services for 12 Months

During the 2019-2020 school year, the Eden Area ROP proudly served 43 students in the WIOA youth initiative. All WIOA youth were provided a \$1,000 internship stipend.

CURRENT SITUATION

The Eden Area ROP is currently enrolling students into the WIOA program and has submitted a request for proposal to continue the program next year. This year we will be serving 53 students.

RECOMMENDATION

Information only

DATE: January 14, 2021
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
SUBJECT: Reopening of School Plan Update

BACKGROUND

During the fourth quarter of the 2019-2020 school year, the Eden Area ROP engaged in distance learning in response to the COVID-19 pandemic and a Shelter in Place (SIP) order issued by the State of California. For the 2020-2021 school year, the California Department of Education (CDE) has directed school districts to develop a plan for opening the 2020-2021 school year. This plan includes measures to implement physical distancing and utilize distance learning, where appropriate. The plans developed by the Eden Area ROP staff offer distance learning and in-person instruction to the greatest extent possible while maintaining recommended physical distancing and cleaning practices.

CURRENT SITUATION

As stated in the presentation at the July 23, 2020 Governing Board meeting, the Eden Area ROP continues to follow the lead of our partner districts in regard to when we will return to face to face instruction. The Eden Area ROP is also developing a reopening plan in alignment with the requirements of the state and county health officials.

The presentation tonight will provide the Governing Board with an update regarding the status of the Eden Area ROP reopening plan.

RECOMMENDATION

Information only

ACTION ITEMS



DATE: January 14, 2021
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
SUBJECT: Request the Governing Board to approve the Governing Board Reorganization

BACKGROUND

Annually, the Governing Board selects a Board President and Vice-President to perform the duties as specified in the Government Code.

CURRENT SITUATION

Now that reorganization of the member districts have been completed, the Eden Area ROP Governing Board will select a President and Vice-President to serve from January 2021 through January 2022. All members of the current Governing Board are eligible for election.

RECOMMENDATION

It is recommended that the Governing Board elect their new officers at tonight's meeting and approve the Governing Board reorganization.