

**Joint Powers Governing Board, Regular Board Meeting  
(Organizational)**

**01/21/2026 05:30 PM**

1040 Florence Road  
Livermore, CA 94550

## AGENDA

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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

**Kristin Speck**, *Chairperson*

(925) 351-2031

speckkristin@dublinusd.org

Member District:

Dublin Unified School District

**Emily Prusso**, *Vice Chairperson*

(925) 606-3281

eprussotrustee@lvjUSD.org

Member District:

Livermore Valley Joint Unified School District

**Laurie Walker**, *Trustee*

(925) 963-6371

laurie\_walker@pleasantonUSD.net

Member District:

Pleasanton Unified School District

**Julie Duncan**, *Superintendent*

(925) 455-4800 x 106

jduncan@tvrop.org



## **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. 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.

- |                                                                                                                                                                                                                                                                                                                    |           |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| <b>1. CALL TO ORDER / ROLL CALL - 5:30 p.m.</b>                                                                                                                                                                                                                                                                    | <b>7</b>  |
| <b>2. PUBLIC COMMENT on posted closed session items only</b>                                                                                                                                                                                                                                                       | <b>8</b>  |
| <b>3. ADJOURN TO CLOSED SESSION Government Code, §54957</b>                                                                                                                                                                                                                                                        | <b>9</b>  |
| A. Public Employee Performance Evaluation                                                                                                                                                                                                                                                                          | 10        |
| Title: Superintendent                                                                                                                                                                                                                                                                                              |           |
| B. Employee Discipline/Dismissal/Release                                                                                                                                                                                                                                                                           | 11        |
| <b>4. RECONVENE TO ANNUAL ORGANIZATIONAL MEETING OF THE BOARD - 6:00 p.m.</b>                                                                                                                                                                                                                                      | <b>12</b> |
| Tri-Valley ROP Board Bylaws 9100, <i>Organization</i> , 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 2026                                                                                                                                                                                                                                                                          | 13        |
| The Board will elect a Chairperson of the Joint Powers Governing Board effective                                                                                                                                                                                                                                   |           |

immediately and until the first/annual organizational meeting of the Board in 2027.

B. Election of Board Vice Chairperson for 2026 14

The Board will elect a Vice Chairperson of the Joint Powers Governing Board effective immediately and until the first/annual organizational meeting of the Board in 2027.

THE NEWLY APPOINTED CHAIRPERSON OF THE JOINT POWERS GOVERNING BOARD WILL ASSUME THE CHAIR AT THIS TIME. PASSING OF THE GAVEL OCCURS.

5. RECONVENE INTO OPEN SESSION 15

A. Pledge of Allegiance 16

B. Approval of the Agenda 17

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 18

6. PUBLIC COMMENT 19

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 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.

7. CONSENT CALENDAR - MOTIONS 20

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 December 10, 2025 21

The Board will consider approval of the minutes from the December 10, 2025, Board Meeting.

B. Approval of the Bill and Salary Report – December 1 - December 31, 2025 26

The Board will consider the approval of Bill and Salary warrants which show payment of the District's operating and salary expenditures for the period noted.

|                                                                            |    |
|----------------------------------------------------------------------------|----|
| C. Approval of the Purchase Order Summary – December 1 – December 31, 2025 | 44 |
|----------------------------------------------------------------------------|----|

The Board will consider the approval of the purchase order summary which shows encumbrances for the District funds for the period noted.

|                            |    |
|----------------------------|----|
| D. Acceptance of Donations | 46 |
|----------------------------|----|

The Board will consider approval of donations received up to January 16, 2026.

|                                              |    |
|----------------------------------------------|----|
| E. Construction Technology II Course Outline | 48 |
|----------------------------------------------|----|

The Board will consider approval of the Construction Technology II Course Outline.

|                                 |           |
|---------------------------------|-----------|
| <b>8. CONSENT - RESOLUTIONS</b> | <b>65</b> |
|---------------------------------|-----------|

The Consent – Resolutions are for items that require the approval of the Board but are routine in nature. The Board acts upon these items in Roll Call vote. Any member of the Board, administration, or public may request that an item be pulled from the Consent-Resolutions and discussed and/or acted upon separately under Deferred consent.

|                                                               |    |
|---------------------------------------------------------------|----|
| A. Resolution No. 2025 - 26.8 – Board Members’ Signature Card | 66 |
|---------------------------------------------------------------|----|

Education Code Section 42632 states each order drawn on the funds of a school district shall be signed by at least a majority of the Governing Board or by a person or persons authorized by the Governing Board and said Governing Board signatures shall be updated annually with the residing County Office of Education.

|                                   |           |
|-----------------------------------|-----------|
| <b>9. DEFERRED CONSENT ITEM/S</b> | <b>68</b> |
|-----------------------------------|-----------|

Items that are pulled from the Consent Calendar to be addressed individually will be discussed and acted upon at this time.

|                                       |           |
|---------------------------------------|-----------|
| <b>10. INFORMATION / ACTION ITEMS</b> | <b>69</b> |
|---------------------------------------|-----------|

Informational items are noted as Information only. Action items are up for a vote by the Board. Most items require a simple majority of Board member votes to pass.

|                                         |    |
|-----------------------------------------|----|
| A. Celebrating CTE - Information/Action | 70 |
|-----------------------------------------|----|

Staff will present a CTE Month Proclamation in support of the Association for Career Technical Education by proclaiming February as CTE Month and report on upcoming planned activities.

|                                                                                                                         |    |
|-------------------------------------------------------------------------------------------------------------------------|----|
| B. First and Final Reading of the CSBA Recommended Revisions of Tri-Valley Regional Occupational Program Board Policies | 77 |
|-------------------------------------------------------------------------------------------------------------------------|----|

The Board will consider approval of the CSBA recommended revisions to the Tri-Valley Regional Occupational Program (TVROP) Board Policies:

1. Policy 0410: Nondiscrimination In District Programs And Activities
2. Policy 0441: Artificial Intelligence

3. Policy 1113: District And School Websites
4. Exhibit 1113-E(1): District And School Websites
5. Board Policy 1312.3: Uniform Complaint Procedures
6. Regulation 1312.3: Uniform Complaint Procedures
7. Regulation 3512: Equipment
8. Board Policy 4030: Nondiscrimination in Employment
9. Regulation 4030: Nondiscrimination in Employment
10. Board Policy 4033: Lactation Accommodation

|                                                                                                                                                          |     |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| <b>11. CORRESPONDENCE</b>                                               | 141 |
| Letter from Alysse Castro, Superintendent of Alameda County Office of Education,<br>Positive Certification of the 2025-2026 First Interim Budget Report. |     |
| <b>12. SUPERINTENDENT'S REPORT</b>                                                                                                                       | 143 |
| Superintendent Duncan will report on recent meetings, activities, or legislation.                                                                        |     |
| <b>13. BOARD MEMBER REPORTS</b>                                                                                                                          | 144 |
| Board members may wish to report on their recent activities.                                                                                             |     |
| <b>14. ANNOUNCEMENTS</b>                                                                                                                                 | 145 |
| The next Regular Meeting of the Joint Powers Governing Board is scheduled for<br>Wednesday, March 11, 2025, at 5:30 p.m.                                 |     |
| <b>15. ADJOURNMENT</b>                                                                                                                                   | 146 |

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

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## 2. PUBLIC COMMENT on posted closed session items only

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### 3. A. Public Employee Performance Evaluation

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#### Quick Summary / Abstract

Title: Superintendent

### 3. B. Employee Discipline/Dismissal/Release

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#### 4. RECONVENE TO ANNUAL ORGANIZATIONAL MEETING OF THE BOARD - 6:00 p.m.

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##### **Quick Summary / Abstract**

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.

#### 4. A. Election of Board Chairperson for 2026

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##### **Quick Summary / Abstract**

The Board will elect a Chairperson of the Joint Powers Governing Board effective immediately and until the first/annual organizational meeting of the Board in 2027.

#### 4. B. Election of Board Vice Chairperson for 2026

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##### **Quick Summary / Abstract**

The Board will elect a Vice Chairperson of the Joint Powers Governing Board effective immediately and until the first/annual organizational meeting of the Board in 2027.

THE NEWLY APPOINTED CHAIRPERSON OF THE JOINT POWERS GOVERNING BOARD WILL ASSUME THE CHAIR AT THIS TIME. PASSING OF THE GAVEL OCCURS.

## 5. RECONVENE INTO OPEN SESSION

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## 5. B. Approval of the Agenda

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### Quick Summary / Abstract

Prior to approving the agenda, a Board member may request that an agenda item be pulled or moved on the agenda.

## 5. C. Announcement of Any Reportable Action Taken in Closed Session

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## 6. PUBLIC COMMENT

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### Quick Summary / Abstract

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 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.

## 7. CONSENT CALENDAR - MOTIONS

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### **Quick Summary / Abstract**

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.

## 7. A. Approval of the Minutes from the Regular Board Meeting of December 10, 2025

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### Quick Summary / Abstract

The Board will consider approval of the minutes from the December 10, 2025, Board Meeting.

### Supporting Documents



[\\_TVROP\\_JPGB\\_Minutes 12-10-2025](#)



## Tri-Valley Regional Occupational Program

1040 Florence Road, Livermore, CA 94550

Ph. (925) 455-4800 - Fax (925) 449-9126

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

#### **Regular Board Meeting of December 10, 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 5:30 p.m.**

Roll Call:

Trustee Walker - Aye

Trustee Speck - Aye

Trustee Prusso – Aye

#### **2. CONVENE INTO OPEN SESSION**

##### **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.

| <u><i>Moved</i></u> | <u><i>Seconded</i></u> | <u><i>Ayes</i></u> | <u><i>Noes</i></u> | <u><i>Abstain</i></u> | <u><i>Absent</i></u> |
|---------------------|------------------------|--------------------|--------------------|-----------------------|----------------------|
| Walker              | Prusso                 | 3                  | 0                  | 0                     | 0                    |

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

#### **4. RECOGNITIONS**

Superintendent Duncan recognized Kristen Sims, Accounting Specialist, for her outstanding contributions and dedication to TVROP's fiscal operations.

#### **5. CONSENT CALENDAR – MOTIONS**

| <u><i>Moved</i></u> | <u><i>Seconded</i></u> | <u><i>Ayes</i></u> | <u><i>Noes</i></u> | <u><i>Abstain</i></u> | <u><i>Absent</i></u> |
|---------------------|------------------------|--------------------|--------------------|-----------------------|----------------------|
| Prusso              | Walker                 | 3                  | 0                  | 0                     | 0                    |

##### **A. Approval of the Minutes from the Regular Board Meeting of September 8, 2025**

The Board approved the minutes from the September 8, 2025, Board Meeting.

##### **B. Approval of the Bill and Salary Report - September 1 - November 30, 2025**

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 - September 1 - November 30, 2025**

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

**D. Approval of the Addendum College and Career Access Pathways (CCAP) Agreement between Tri-Valley ROP and Las Positas Community College**

The Board approved the Addendum College Access Pathways (CCAP) Agreement between Tri-Valley ROP and Las Positas Community College.

**E. Approval of the CTE Employer Industry Sector Advisory Committee 2025 - 2026**

The Board approved the CTE Industry Sector Advisory Committee List for 2025 - 2026.

**F. Approval of the Regional CTE Tri-Valley Educational Collaborative (TEC) Advisory Committee 2025 – 2026**

The Board approved the Regional CTE Tri-Valley Educational Collaborative (TEC) Advisory Committee List for 2025 - 2026.

**G. Approval of Surplus Equipment**

The Board approved the Surplus Equipment for sale, donation, or disposal, per Education Code Section 17545.

**6. DEFERRED CONSENT ITEM/S - None**

**7. INFORMATION / ACTION ITEMS**

**A. Acceptance of the 2024 - 2025 Audit Report - Action**

In accordance with Education Code Section 41020, the Board of Education authorized and approved the annual audit of the Tri-Valley Regional Occupational Program's financial records and support documentation for the 2024 - 2025 fiscal year by CWDL.

| <u>Moved</u> | <u>Seconded</u> | <u>Ayes</u> | <u>Noes</u> | <u>Abstain</u> | <u>Absent</u> |
|--------------|-----------------|-------------|-------------|----------------|---------------|
| Walker       | Prusso          | 3           | 0           | 0              | 0             |

**B. Approval of the 2025 - 2026 First Interim Report - Action**

The Board approved the Tri-Valley Regional Occupational Program 2024 – 2025 First Interim Report with a Positive Certification.

| <u>Moved</u> | <u>Seconded</u> | <u>Ayes</u> | <u>Noes</u> | <u>Abstain</u> | <u>Absent</u> |
|--------------|-----------------|-------------|-------------|----------------|---------------|
| Prusso       | Walker          | 3           | 0           | 0              | 0             |

**Trustee Prusso** - Would like to revisit TVROP compensation and how we can get our teachers closer to the Member Districts' Compensation.

**Trustee Walker** - Agreed with Trustee Prusso.

**Speck** - Acknowledged the raises and stipend in lieu that began July 1, 2025.

Directed staff to look for ways to get closer to Member District salaries. Understands the responsibility to keep reserves but wants staff to look for creative solutions.

**8. CORRESPONDENCE**

Chairperson Speck presented the letter from Superintendent, Alysse Castro.

- Letter from Alysse Castro, Superintendent, Alameda County Office of Education, approving the 2025 - 2026 Adopted Budget.

## 9. SUPERINTENDENT'S REPORT

### Customer Service:

- Supported our Member Districts in applying for the CTE Facilities grants, with a potential of \$9 million in funding to be awarded
- Julie, Amy, and Suzanne along with former Middle College students presented at the CSBA Conference to educate potential Superintendents and board members looking to develop a similar program. The nuts and bolts of our Golden Bell award winning program
- Athena over the last few months has held down the “fort” juggling events, teacher mentoring and site visits with staff and administration

### Programs:

- Athena has worked tirelessly with our instructors and community partners securing Community Classroom placements for over 470+ students in 140 sites across the Tri-Valley. All internships are thriving and students are gaining life changing WBL experiences
- Our Youth Innovation programs (WIOA) at all Alternative Education sites began recruiting for Mentorship programs this year adding an additional 10 students
- Amy has started recruitment flyers and info sessions for Middle College applications for the class of 2028
- Meredith, our Student Success Specialist, secured a 3 hour job shadow at Wheels in their Diesel Mechanic Division and it was so successful they added more
- Suzanne Smith has collaborated with LPC to offer the Public Speaking CCAP course for spring 2026
- Athena, Suzanne, Rachel and Roxanne coordinated our Advisory Night, November 5<sup>th</sup>, at Dublin High School from 4:30 PM – 6:00 PM
- GetSET program is off and running with over 150 students. Today, they attended Skyview Aviation and additional events planned are: UC Berkeley, Hands-on Biology Lab experience at LPC and Dinner with A Scientist
- Migrated our website to Finalsity for an upgraded look and required functionality
- Athena has been working to develop the Construction Technology 2 curriculum
- Julie and Suzanne along with Bill Branca from DUSD have met with ECE faculty and Dean at LPC to expand dual enrollment in the education pathway

### Fiscal Management:

- Awarded over \$2.4 Million in CTEIG funds for the 2026-27 school year
- Awarded K12 SWP Round 8 funding in the amount \$934,797 through June 2028
- Awarded an additional \$60K for WIOA funding

### Relationships:

- Julie, as the ACA CTE Council President, attended statewide leadership events, worked closely with Dr. Mindi Parsons, Director of Career and College Transition Division at the CDE, to spearhead discussions on CTEIG funding and has been asked by ACSA to lead a discussion with CTC on CTE Credentialing and provide feedback on the K12 SWP Grant process with the Chancellor's office
- Suzanne Smith has been working with Alison Frenzel from the CDE to provide PD to staff and TEC members related to the CTE Standards, Frameworks, and Clusters

- Suzanne Smith completed her service on the K12 Strong Workforce Selection Committee for Round 8 of K12 SWP grant and was elected Co-Chair for the year and next
- As the NCS Alameda Superintendent Representative, proud to report our collective efforts to ensure more equitable representation in state wide championships has resulted in increased revenue

#### **10. BOARD MEMBER REPORTS**

- Kristen Speck Reported: The Middle College Presentation (CSBA) was awesome! The people there were very engaged and got a lot out of it.

#### **11. ANNOUNCEMENTS**

- The next Regular Meeting (Organizational) of the Joint Powers Governing Board is scheduled for Wednesday, January 21, 2026, at 5:30 p.m.

#### **12. ADJOURNMENT – 6:36 p.m.**

Submitted,

*Approved and entered into the proceedings  
of the Board this 21st day of January, 2026*

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Julie Duncan  
Secretary to the Board

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Kristin Speck  
Chairperson

JD/rv

### Quick Summary / Abstract

The Board will consider the approval of Bill and Salary warrants which show payment of the District's operating and salary expenditures for the period noted.

### Supporting Documents



[\\_Bill and Salary 12-1-2025 to 12-31-2025](#)

## Activity for Dates 12/01/2025 to 12/31/2025

Fiscal Year 2025/26

| Ref#                                  | Pay To Name | Journal #  | Description                     | Trans Dt | Adopted Budget | Revised Budget | Revenue    | Net Change to Balance |
|---------------------------------------|-------------|------------|---------------------------------|----------|----------------|----------------|------------|-----------------------|
| 110-8590-6391-                        | - - -0-     |            | Other State Rev,Adult Ed        |          |                |                |            |                       |
|                                       |             | CT26-00457 | APP-21080C-26 FY25-26 CA ADL    | 12/02/25 |                |                | 3,293.00   | 3,293.00-             |
| 990-8699-0000-6000-1000-000-90-0-0000 |             |            | Other Local Rev,Unrestric       |          |                |                |            |                       |
|                                       |             | CT26-00509 | AP-12/31/25S-STALE DATED WA     | 12/31/25 |                |                | 68.07      | 68.07-                |
| 990-8699-0000-6000-2700-000-90-0-0000 |             |            | Other Local Rev,Unrestric       |          |                |                |            |                       |
|                                       |             | AR26-00029 | US BANK CARD REWARDS Q3 2       | 12/29/25 |                |                | 890.96     | 890.96-               |
| 990-8699-9010-3800-1000-000-90-0-1455 |             |            | Other Local Rev,Other Res       |          |                |                |            |                       |
|                                       |             | AR26-00028 | CTWI AUG 2025 INV PAYMENT       | 12/29/25 |                |                | 6,938.58   | 6,938.58-             |
| 990-8781-0000-6000-2700-000-90-0-0000 |             |            | Trans fr Dist,Unrestricte       |          |                |                |            |                       |
| INV26-00009                           |             | AR26-00030 | 2025-2026 1 Qtr - Apportionment | 12/29/25 |                |                | 399,397.57 | 399,397.57-           |
| Total for Revenue Accounts            |             |            |                                 |          | .00            | .00            | 410,588.18 | 410,588.18-           |

| Ref#                                  | Pay To Name             | Journal #  | Description                       | Trans Dt | Adopted Budget | Revised Budget | Encumbered | Expenditure | Net Change to Balance |
|---------------------------------------|-------------------------|------------|-----------------------------------|----------|----------------|----------------|------------|-------------|-----------------------|
| 110-5825-6371-4630-1000-000-90-0-0000 |                         |            | Consultants,Unrest.,Adult         |          |                |                |            |             |                       |
| T26-00043                             | Mckinney, Mildred       | EN26-00301 | CalWorks Metrix Instructor 25-26  | 12/05/25 |                |                | 1,789.20-  |             | 1,789.20              |
| T26-00043                             | Mckinney, Mildred       | EX26-00305 | CalWorks Metrix Instructor 25-26  | 12/05/25 |                |                |            | 1,789.20    |                       |
| T26-00023                             | Schlick, Madison        | EN26-00309 | M SchlickTech Coordinator 25-26   | 12/11/25 |                |                | 6,869.29-  |             | 6,869.29              |
| T26-00023                             | Schlick, Madison        | EX26-00323 |                                   | 12/11/25 |                |                |            | 6,869.29    |                       |
| T26-00023                             | Schlick, Madison        | EN26-00321 | M SchlickTech Coordinator 25-26   | 12/16/25 |                |                | 3,972.37-  |             | 3,972.37              |
| T26-00050                             | Suter, Meredith         | EN26-00322 | M Suter Student Success Speciali  | 12/16/25 |                |                | 2,225.69-  |             | 6,198.06              |
| T26-00023                             | Schlick, Madison        | EX26-00339 | M SchlickTech Coordinator 25-26   | 12/16/25 |                |                |            | 3,972.37    | 2,225.69              |
| Account Total                         |                         |            |                                   | 12/31/25 | .00            | .00            | 14,856.55- | 12,630.86   |                       |
| 110-5825-6391-4630-1000-000-90-0-0000 |                         |            | Consultants,Unrest.,Adult         |          |                |                |            |             |                       |
| T26-00047                             | Castaneda, Adrian Marti | EN26-00303 | Adult Ed Student Services Advisor | 12/05/25 |                |                | 3,780.00-  |             | 3,780.00              |
| T26-00047                             | Castaneda, Adrian Marti | EX26-00307 | Adult Ed Student Services Advisor | 12/05/25 |                |                |            | 3,780.00    |                       |
| T26-00047                             | Castaneda, Adrian Marti | EN26-00313 | Adult Ed Student Services Advisor | 12/11/25 |                |                | 3,360.00-  |             | 3,360.00              |
| T26-00047                             | Castaneda, Adrian Marti | EX26-00327 | Adult Ed Student Services Advisor | 12/11/25 |                |                |            | 3,360.00    |                       |
| T26-00047                             | Castaneda, Adrian Marti | EN26-00323 | Adult Ed Student Services Advisor | 12/16/25 |                |                | 2,100.00-  |             | 2,100.00              |
| T26-00047                             | Castaneda, Adrian Marti | EX26-00345 | Adult Ed Student Services Advisor | 12/16/25 |                |                |            | 2,100.00    |                       |
| Account Total                         |                         |            |                                   | 12/31/25 | .00            | .00            | 9,240.00-  | 9,240.00    |                       |
| 110-5830-6371-4630-1000-000-90-0-0000 |                         |            | Contr.Services,Unrest.,Ad         |          |                |                |            |             |                       |
| T26-00049                             | Zoe T. Zannis           | EN26-00314 | Z Zannis Student Success Special  | 12/11/25 |                |                | 1,530.00-  |             | 1,530.00              |
| T26-00049                             | Zoe T. Zannis           | EX26-00329 |                                   | 12/11/25 |                |                |            | 1,530.00    |                       |
| T26-00049                             | Zoe T. Zannis           | EN26-00325 | Z Zannis Student Success Special  | 12/16/25 |                |                | 2,313.86-  |             | 2,313.86              |
| T26-00050                             | Suter, Meredith         | EX26-00343 | M Suter Student Success Speciali  | 12/16/25 |                |                |            | 2,550.00    | 236.14-               |
| T26-00050                             | Suter, Meredith         | EX26-00344 | M Suter Student Success Speciali  | 12/16/25 |                |                |            | 1,445.00    | 1,681.14-             |
| T26-00049                             | Zoe T. Zannis           | EX26-00348 | Z Zannis Student Success Special  | 12/16/25 |                |                |            | 1,742.50    | 3,423.64-             |

Selection Filtered by User Permissions, (Org = 79, Online/Offline = N, Fiscal Year = 2026, Start Date = 12/1/2025, End Date = 12/31/2025, Unposted JEs?

ERP for California

= N, Assets and Liabilities? = N, Restricted? = Y, Obj Digits = 0, Page Break Lvl = )

Page 1 of 17

| Activity for Dates 12/01/2025 to 12/31/2025 |                           |             |                                    |          |                |                |            |             | Fiscal Year 2025/26   |
|---------------------------------------------|---------------------------|-------------|------------------------------------|----------|----------------|----------------|------------|-------------|-----------------------|
| Ref#                                        | Pay To Name               | Journal #   | Description                        | Trans Dt | Adopted Budget | Revised Budget | Encumbered | Expenditure | Net Change to Balance |
| Ref#                                        | Pay To Name               | Journal #   | Description                        | Trans Dt | Adopted Budget | Revised Budget | Encumbered | Expenditure | Net Change to Balance |
| 110-5830-6371-4630-1000-000-90-0-0000       | Contr.Services,Unrest.,Ad | (continued) |                                    |          |                |                |            |             |                       |
| T26-00049                                   | Zoe T. Zannis             | EX26-00349  | Z Zannis Student Success Special   | 12/16/25 |                |                |            | 571.36      | 3,995.00-             |
|                                             |                           |             | Account Total                      | 12/31/25 | .00            | .00            | 3,843.86-  | 7,838.86    |                       |
| 990-1110-0000-6000-1000-000-90-0-0000       | Tchr Sal 11 Pay,Unrest.,R |             |                                    |          |                |                |            |             |                       |
|                                             |                           | PR26-00016  | 12/31/25 Regular Payroll (Earning: | 12/31/25 |                |                |            | 150,138.53  | 150,138.53-           |
|                                             |                           | PR26-00018  | Salary Encumbrance between 01/     | 12/31/25 |                |                | 900,831.18 |             | 1,050,969.71-         |
|                                             |                           |             | Account Total                      | 12/31/25 | .00            | .00            | 900,831.18 | 150,138.53  |                       |
| 990-1110-0000-6000-4000-501-90-0-9930       | Tchr Sal 11 Pay,Middle Co |             |                                    |          |                |                |            |             |                       |
|                                             |                           | PR26-00016  | 12/31/25 Regular Payroll (Earning: | 12/31/25 |                |                |            | 28,941.39   | 28,941.39-            |
|                                             |                           | PR26-00018  | Salary Encumbrance between 01/     | 12/31/25 |                |                | 173,648.34 |             | 202,589.73-           |
|                                             |                           |             | Account Total                      | 12/31/25 | .00            | .00            | 173,648.34 | 28,941.39   |                       |
| 990-1110-7339-6000-1000-501-90-0-7001       | Tchr Sal 11 Pay,MCEC 24-2 |             |                                    |          |                |                |            |             |                       |
|                                             |                           | PR26-00016  | 12/31/25 Regular Payroll (Earning: | 12/31/25 |                |                |            | 3,581.26    | 3,581.26-             |
|                                             |                           | PR26-00018  | Salary Encumbrance between 01/     | 12/31/25 |                |                | 21,487.56  |             | 25,068.82-            |
|                                             |                           |             | Account Total                      | 12/31/25 | .00            | .00            | 21,487.56  | 3,581.26    |                       |
| 990-1110-9010-3800-1000-000-90-0-1455       | Tchr Sal 11 Pay,CTWI,Voc. |             |                                    |          |                |                |            |             |                       |
|                                             |                           | PR26-00016  | 12/31/25 Regular Payroll (Earning: | 12/31/25 |                |                |            | 3,567.42    | 3,567.42-             |
|                                             |                           | PR26-00018  | Salary Encumbrance between 01/     | 12/31/25 |                |                | 21,404.52  |             | 24,971.94-            |
|                                             |                           |             | Account Total                      | 12/31/25 | .00            | .00            | 21,404.52  | 3,567.42    |                       |
| 990-1120-0000-6000-1000-000-90-0-0000       | Tchr Stipend,Unrest.,ROCP |             |                                    |          |                |                |            |             |                       |
|                                             |                           | PR26-00016  | 12/31/25 Regular Payroll (Earning: | 12/31/25 |                |                |            | 2,000.00    | 2,000.00-             |
|                                             |                           | PR26-00018  | Salary Encumbrance between 01/     | 12/31/25 |                |                | 12,000.00  |             | 14,000.00-            |
|                                             |                           |             | Account Total                      | 12/31/25 | .00            | .00            | 12,000.00  | 2,000.00    |                       |
| 990-1128-0000-6000-1000-000-90-0-0000       | Tchr Hourly,Unrest.,ROCP  |             |                                    |          |                |                |            |             |                       |
|                                             |                           | PR26-00016  | 12/31/25 Regular Payroll (Earning: | 12/31/25 |                |                |            | 2,092.50    | 2,092.50-             |
| 990-1312-0000-6000-2100-000-90-0-0000       | Supv Admin Sal,Unrest.,RO |             |                                    |          |                |                |            |             |                       |
|                                             |                           | PR26-00016  | 12/31/25 Regular Payroll (Earning: | 12/31/25 |                |                |            | 28,739.43   | 28,739.43-            |
|                                             |                           | PR26-00018  | Salary Encumbrance between 01/     | 12/31/25 |                |                | 172,436.58 |             | 201,176.01-           |
|                                             |                           |             | Account Total                      | 12/31/25 | .00            | .00            | 172,436.58 | 28,739.43   |                       |
| 990-1312-0000-6000-7100-000-90-0-0000       | Supv Admin Sal,Unrest.,RO |             |                                    |          |                |                |            |             |                       |
|                                             |                           | PR26-00016  | 12/31/25 Regular Payroll (Earning: | 12/31/25 |                |                |            | 19,967.69   | 19,967.69-            |
|                                             |                           | PR26-00018  | Salary Encumbrance between 01/     | 12/31/25 |                |                | 119,806.14 |             | 139,773.83-           |
|                                             |                           |             | Account Total                      | 12/31/25 | .00            | .00            | 119,806.14 | 19,967.69   |                       |
| 990-2210-0000-6000-3110-101-90-0-2200       | Class Supp Sal,Career Cen |             |                                    |          |                |                |            |             |                       |
|                                             |                           | PR26-00016  | 12/31/25 Regular Payroll (Earning: | 12/31/25 |                |                |            | 5,809.38    | 5,809.38-             |
|                                             |                           | PR26-00018  | Salary Encumbrance between 01/     | 12/31/25 |                |                | 34,856.28  |             | 40,665.66-            |

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= N, Assets and Liabilities? = N, Restricted? = Y, Obj Digits = 0, Page Break Lvl = )

Activity for Dates 12/01/2025 to 12/31/2025

Fiscal Year 2025/26

| Ref#                                                            | Pay To Name | Journal # | Description                    | Trans Dt | Adopted Budget | Revised Budget | Encumbered | Expenditure | Net Change to Balance |
|-----------------------------------------------------------------|-------------|-----------|--------------------------------|----------|----------------|----------------|------------|-------------|-----------------------|
| Account Total                                                   |             |           |                                | 12/31/25 | .00            | .00            | 34,856.28  | 5,809.38    |                       |
| 990-2210-0000-6000-3110-102-90-0-2200 Class Supp Sal,Career Cen |             |           |                                |          |                |                |            |             |                       |
|                                                                 | PR26-00016  | 12/31/25  | Regular Payroll (Earning:      | 12/31/25 |                |                |            | 5,494.76    | 5,494.76-             |
|                                                                 | PR26-00018  | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 32,968.56  |             | 38,463.32-            |
| Account Total                                                   |             |           |                                | 12/31/25 | .00            | .00            | 32,968.56  | 5,494.76    |                       |
| 990-2210-0000-6000-3110-201-90-0-2200 Class Supp Sal,Career Cen |             |           |                                |          |                |                |            |             |                       |
|                                                                 | PR26-00016  | 12/31/25  | Regular Payroll (Earning:      | 12/31/25 |                |                |            | 6,067.03    | 6,067.03-             |
|                                                                 | PR26-00018  | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 36,402.18  |             | 42,469.21-            |
| Account Total                                                   |             |           |                                | 12/31/25 | .00            | .00            | 36,402.18  | 6,067.03    |                       |
| 990-2210-0000-6000-3110-202-90-0-2200 Class Supp Sal,Career Cen |             |           |                                |          |                |                |            |             |                       |
|                                                                 | PR26-00016  | 12/31/25  | Regular Payroll (Earning:      | 12/31/25 |                |                |            | 6,017.03    | 6,017.03-             |
|                                                                 | PR26-00018  | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 36,102.18  |             | 42,119.21-            |
| Account Total                                                   |             |           |                                | 12/31/25 | .00            | .00            | 36,102.18  | 6,017.03    |                       |
| 990-2210-0000-6000-3110-301-90-0-2200 Class Supp Sal,Career Cen |             |           |                                |          |                |                |            |             |                       |
|                                                                 | PR26-00016  | 12/31/25  | Regular Payroll (Earning:      | 12/31/25 |                |                |            | 2,904.70    | 2,904.70-             |
|                                                                 | PR26-00018  | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 17,428.20  |             | 20,332.90-            |
| Account Total                                                   |             |           |                                | 12/31/25 | .00            | .00            | 17,428.20  | 2,904.70    |                       |
| 990-2210-0000-6000-3110-302-90-0-2200 Class Supp Sal,Career Cen |             |           |                                |          |                |                |            |             |                       |
|                                                                 | PR26-00016  | 12/31/25  | Regular Payroll (Earning:      | 12/31/25 |                |                |            | 2,904.70    | 2,904.70-             |
|                                                                 | PR26-00018  | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 17,428.20  |             | 20,332.90-            |
| Account Total                                                   |             |           |                                | 12/31/25 | .00            | .00            | 17,428.20  | 2,904.70    |                       |
| 990-2225-0000-6000-3110-201-90-0-2200 Class Suppt OT,Career Cen |             |           |                                |          |                |                |            |             |                       |
|                                                                 | PR26-00016  | 12/31/25  | Regular Payroll (Earning:      | 12/31/25 |                |                |            | 918.85      | 918.85-               |
| 990-2310-0000-6000-2700-000-90-0-0000 Supv Admin Sal,Unrest.,RO |             |           |                                |          |                |                |            |             |                       |
|                                                                 | PR26-00016  | 12/31/25  | Regular Payroll (Earning:      | 12/31/25 |                |                |            | 9,307.84    | 9,307.84-             |
|                                                                 | PR26-00018  | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 55,847.04  |             | 65,154.88-            |
| Account Total                                                   |             |           |                                | 12/31/25 | .00            | .00            | 55,847.04  | 9,307.84    |                       |
| 990-2410-0000-6000-2700-000-90-0-0000 Clerical Sal,Unrest.,ROCP |             |           |                                |          |                |                |            |             |                       |
|                                                                 | PR26-00016  | 12/31/25  | Regular Payroll (Earning:      | 12/31/25 |                |                |            | 12,503.79   | 12,503.79-            |
|                                                                 | PR26-00018  | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 75,022.74  |             | 87,526.53-            |
| Account Total                                                   |             |           |                                | 12/31/25 | .00            | .00            | 75,022.74  | 12,503.79   |                       |
| 990-2428-0000-6000-4000-501-90-0-9930 Clerical Hr,Middle Colleg |             |           |                                |          |                |                |            |             |                       |
|                                                                 | PR26-00016  | 12/31/25  | Regular Payroll (Earning:      | 12/31/25 |                |                |            | 396.00      | 396.00-               |
| 990-3101-0000-6000-1000-000-90-0-0000 STRS Cert,Unrest.,ROCP    |             |           |                                |          |                |                |            |             |                       |
|                                                                 | PR26-00016  | 12/31/25  | Regular Payroll (Contribu      | 12/31/25 |                |                |            | 26,316.02   | 26,316.02-            |
|                                                                 | PR26-00018  | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 156,245.88 |             | 182,561.90-           |
| Account Total                                                   |             |           |                                | 12/31/25 | .00            | .00            | 156,245.88 | 26,316.02   |                       |
| 990-3101-0000-6000-2100-000-90-0-0000 STRS Cert,Unrest.,ROCP    |             |           |                                |          |                |                |            |             |                       |

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Activity for Dates 12/01/2025 to 12/31/2025

Fiscal Year 2025/26

| Ref#                                  | Pay To Name               | Journal #     | Description                       | Trans Dt | Adopted Budget | Revised Budget | Encumbered | Expenditure | Net Change to Balance |
|---------------------------------------|---------------------------|---------------|-----------------------------------|----------|----------------|----------------|------------|-------------|-----------------------|
| 990-3101-0000-6000-2100-000-90-0-0000 | STRS Cert,Unrest.,ROCP    |               |                                   |          |                |                |            |             |                       |
|                                       |                           | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 5,164.53    | 5,164.53-             |
|                                       |                           | PR26-00018    | Salary Encumbrance between 01/    | 12/31/25 |                |                | 30,987.18  |             | 36,151.71-            |
|                                       |                           | Account Total |                                   | 12/31/25 | .00            | .00            | 30,987.18  | 5,164.53    |                       |
| 990-3101-0000-6000-4000-501-90-0-9930 | STRS Cert,Middle College, |               |                                   |          |                |                |            |             |                       |
|                                       |                           | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 5,215.27    | 5,215.27-             |
|                                       |                           | PR26-00018    | Salary Encumbrance between 01/    | 12/31/25 |                |                | 31,291.62  |             | 36,506.89-            |
|                                       |                           | Account Total |                                   | 12/31/25 | .00            | .00            | 31,291.62  | 5,215.27    |                       |
| 990-3101-0000-6000-7100-000-90-0-0000 | STRS Cert,Unrest.,ROCP    |               |                                   |          |                |                |            |             |                       |
|                                       |                           | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 3,686.50    | 3,686.50-             |
|                                       |                           | PR26-00018    | Salary Encumbrance between 01/    | 12/31/25 |                |                | 22,119.00  |             | 25,805.50-            |
|                                       |                           | Account Total |                                   | 12/31/25 | .00            | .00            | 22,119.00  | 3,686.50    |                       |
| 990-3101-7339-6000-1000-501-90-0-7001 | STRS Cert,MCEC 24-25,ROCP |               |                                   |          |                |                |            |             |                       |
|                                       |                           | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 684.02      | 684.02-               |
|                                       |                           | PR26-00018    | Salary Encumbrance between 01/    | 12/31/25 |                |                | 4,104.12   |             | 4,788.14-             |
|                                       |                           | Account Total |                                   | 12/31/25 | .00            | .00            | 4,104.12   | 684.02      |                       |
| 990-3101-9010-3800-1000-000-90-0-1455 | STRS Cert,CTWI,Voc. Ed    |               |                                   |          |                |                |            |             |                       |
|                                       |                           | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 629.29      | 629.29-               |
|                                       |                           | PR26-00018    | Salary Encumbrance between 01/    | 12/31/25 |                |                | 3,775.74   |             | 4,405.03-             |
|                                       |                           | Account Total |                                   | 12/31/25 | .00            | .00            | 3,775.74   | 629.29      |                       |
| 990-3201-0000-6000-1000-000-90-0-0000 | PERS Cert,Unrest.,ROCP    |               |                                   |          |                |                |            |             |                       |
|                                       |                           | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 1,778.80    | 1,778.80-             |
|                                       |                           | PR26-00018    | Salary Encumbrance between 01/    | 12/31/25 |                |                | 10,672.80  |             | 12,451.60-            |
|                                       |                           | Account Total |                                   | 12/31/25 | .00            | .00            | 10,672.80  | 1,778.80    |                       |
| 990-3202-0000-6000-2700-000-90-0-0000 | PERS Class,Unrest.,ROCP   |               |                                   |          |                |                |            |             |                       |
|                                       |                           | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 5,438.85    | 5,438.85-             |
|                                       |                           | PR26-00018    | Salary Encumbrance between 01/    | 12/31/25 |                |                | 32,633.10  |             | 38,071.95-            |
|                                       |                           | Account Total |                                   | 12/31/25 | .00            | .00            | 32,633.10  | 5,438.85    |                       |
| 990-3202-0000-6000-3110-101-90-0-2200 | PERS Class,Career Center, |               |                                   |          |                |                |            |             |                       |
|                                       |                           | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 1,411.26    | 1,411.26-             |
|                                       |                           | PR26-00018    | Salary Encumbrance between 01/    | 12/31/25 |                |                | 8,467.56   |             | 9,878.82-             |
|                                       |                           | Account Total |                                   | 12/31/25 | .00            | .00            | 8,467.56   | 1,411.26    |                       |
| 990-3202-0000-6000-3110-102-90-0-2200 | PERS Class,Career Center, |               |                                   |          |                |                |            |             |                       |
|                                       |                           | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 1,326.91    | 1,326.91-             |
|                                       |                           | PR26-00018    | Salary Encumbrance between 01/    | 12/31/25 |                |                | 7,961.46   |             | 9,288.37-             |
|                                       |                           | Account Total |                                   | 12/31/25 | .00            | .00            | 7,961.46   | 1,326.91    |                       |
| 990-3202-0000-6000-3110-201-90-0-2200 | PERS Class,Career Center, |               |                                   |          |                |                |            |             |                       |
|                                       |                           | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 1,480.33    | 1,480.33-             |

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## Activity for Dates 12/01/2025 to 12/31/2025

Fiscal Year 2025/26

| Ref#                                  | Pay To Name                           | Journal #  | Description                       | Trans Dt | Adopted Budget | Revised Budget | Encumbered | Expenditure | Net Change to Balance |
|---------------------------------------|---------------------------------------|------------|-----------------------------------|----------|----------------|----------------|------------|-------------|-----------------------|
| 990-3202-0000-6000-3110-201-90-0-2200 | PERS Class,Career Center, (continued) |            |                                   |          |                |                |            |             |                       |
|                                       |                                       | PR26-00018 | Salary Encumbrance between 01/    | 12/31/25 |                |                | 8,881.98   |             | 10,362.31-            |
|                                       |                                       |            | Account Total                     | 12/31/25 | .00            | .00            | 8,881.98   | 1,480.33    |                       |
| 990-3202-0000-6000-3110-202-90-0-2200 | PERS Class,Career Center,             |            |                                   |          |                |                |            |             |                       |
|                                       |                                       | PR26-00016 | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 1,466.93    | 1,466.93-             |
|                                       |                                       | PR26-00018 | Salary Encumbrance between 01/    | 12/31/25 |                |                | 8,801.58   |             | 10,268.51-            |
|                                       |                                       |            | Account Total                     | 12/31/25 | .00            | .00            | 8,801.58   | 1,466.93    |                       |
| 990-3202-0000-6000-3110-301-90-0-2200 | PERS Class,Career Center,             |            |                                   |          |                |                |            |             |                       |
|                                       |                                       | PR26-00016 | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 705.63      | 705.63-               |
|                                       |                                       | PR26-00018 | Salary Encumbrance between 01/    | 12/31/25 |                |                | 4,233.78   |             | 4,939.41-             |
|                                       |                                       |            | Account Total                     | 12/31/25 | .00            | .00            | 4,233.78   | 705.63      |                       |
| 990-3202-0000-6000-3110-302-90-0-2200 | PERS Class,Career Center,             |            |                                   |          |                |                |            |             |                       |
|                                       |                                       | PR26-00016 | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 705.63      | 705.63-               |
|                                       |                                       | PR26-00018 | Salary Encumbrance between 01/    | 12/31/25 |                |                | 4,233.78   |             | 4,939.41-             |
|                                       |                                       |            | Account Total                     | 12/31/25 | .00            | .00            | 4,233.78   | 705.63      |                       |
| 990-3311-0000-6000-1000-000-90-0-0000 | OASDI Cert,Unrest.,ROCP               |            |                                   |          |                |                |            |             |                       |
|                                       |                                       | PR26-00016 | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 476.38      | 476.38-               |
|                                       |                                       | PR26-00018 | Salary Encumbrance between 01/    | 12/31/25 |                |                | 2,615.52   |             | 3,091.90-             |
|                                       |                                       |            | Account Total                     | 12/31/25 | .00            | .00            | 2,615.52   | 476.38      |                       |
| 990-3312-0000-6000-2700-000-90-0-0000 | OASDI Class,Unrest.,ROCP              |            |                                   |          |                |                |            |             |                       |
|                                       |                                       | PR26-00016 | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 1,339.71    | 1,339.71-             |
|                                       |                                       | PR26-00018 | Salary Encumbrance between 01/    | 12/31/25 |                |                | 8,038.26   |             | 9,377.97-             |
|                                       |                                       |            | Account Total                     | 12/31/25 | .00            | .00            | 8,038.26   | 1,339.71    |                       |
| 990-3312-0000-6000-3110-101-90-0-2200 | OASDI Class,Career Center             |            |                                   |          |                |                |            |             |                       |
|                                       |                                       | PR26-00016 | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 355.69      | 355.69-               |
|                                       |                                       | PR26-00018 | Salary Encumbrance between 01/    | 12/31/25 |                |                | 2,134.14   |             | 2,489.83-             |
|                                       |                                       |            | Account Total                     | 12/31/25 | .00            | .00            | 2,134.14   | 355.69      |                       |
| 990-3312-0000-6000-3110-102-90-0-2200 | OASDI Class,Career Center             |            |                                   |          |                |                |            |             |                       |
|                                       |                                       | PR26-00016 | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 340.68      | 340.68-               |
|                                       |                                       | PR26-00018 | Salary Encumbrance between 01/    | 12/31/25 |                |                | 2,044.08   |             | 2,384.76-             |
|                                       |                                       |            | Account Total                     | 12/31/25 | .00            | .00            | 2,044.08   | 340.68      |                       |
| 990-3312-0000-6000-3110-201-90-0-2200 | OASDI Class,Career Center             |            |                                   |          |                |                |            |             |                       |
|                                       |                                       | PR26-00016 | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 428.64      | 428.64-               |
|                                       |                                       | PR26-00018 | Salary Encumbrance between 01/    | 12/31/25 |                |                | 2,229.99   |             | 2,658.63-             |
|                                       |                                       |            | Account Total                     | 12/31/25 | .00            | .00            | 2,229.99   | 428.64      |                       |
| 990-3312-0000-6000-3110-202-90-0-2200 | OASDI Class,Career Center             |            |                                   |          |                |                |            |             |                       |
|                                       |                                       | PR26-00016 | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 368.57      | 368.57-               |
|                                       |                                       | PR26-00018 | Salary Encumbrance between 01/    | 12/31/25 |                |                | 2,211.39   |             | 2,579.96-             |

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ERP for California

Page 5 of 17

Activity for Dates 12/01/2025 to 12/31/2025

Fiscal Year 2025/26

| Ref#                                  | Pay To Name               | Journal # | Description                    | Trans Dt | Adopted Budget | Revised Budget | Encumbered | Expenditure | Net Change to Balance |
|---------------------------------------|---------------------------|-----------|--------------------------------|----------|----------------|----------------|------------|-------------|-----------------------|
| Account Total                         |                           |           |                                | 12/31/25 | .00            | .00            | 2,211.39   | 368.57      |                       |
| 990-3312-0000-6000-3110-301-90-0-2200 | OASDI Class,Career Center |           |                                |          |                |                |            |             |                       |
|                                       | PR26-00016                | 12/31/25  | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 167.68      | 167.68-               |
|                                       | PR26-00018                | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 1,006.08   |             | 1,173.76-             |
| Account Total                         |                           |           |                                | 12/31/25 | .00            | .00            | 1,006.08   | 167.68      |                       |
| 990-3312-0000-6000-3110-302-90-0-2200 | OASDI Class,Career Center |           |                                |          |                |                |            |             |                       |
|                                       | PR26-00016                | 12/31/25  | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 176.57      | 176.57-               |
|                                       | PR26-00018                | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 1,059.42   |             | 1,235.99-             |
| Account Total                         |                           |           |                                | 12/31/25 | .00            | .00            | 1,059.42   | 176.57      |                       |
| 990-3312-0000-6000-4000-501-90-0-9930 | OASDI Class,Middle Colleg |           |                                |          |                |                |            |             |                       |
|                                       | PR26-00016                | 12/31/25  | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 24.55       | 24.55-                |
| 990-3321-0000-6000-1000-000-90-0-0000 | Medicare Cert,Unrest.,ROC |           |                                |          |                |                |            |             |                       |
|                                       | PR26-00016                | 12/31/25  | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 2,202.51    | 2,202.51-             |
|                                       | PR26-00018                | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 13,039.14  |             | 15,241.65-            |
| Account Total                         |                           |           |                                | 12/31/25 | .00            | .00            | 13,039.14  | 2,202.51    |                       |
| 990-3321-0000-6000-2100-000-90-0-0000 | Medicare Cert,Unrest.,ROC |           |                                |          |                |                |            |             |                       |
|                                       | PR26-00016                | 12/31/25  | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 408.97      | 408.97-               |
|                                       | PR26-00018                | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 2,453.82   |             | 2,862.79-             |
| Account Total                         |                           |           |                                | 12/31/25 | .00            | .00            | 2,453.82   | 408.97      |                       |
| 990-3321-0000-6000-4000-501-90-0-9930 | Medicare Cert,Middle Coll |           |                                |          |                |                |            |             |                       |
|                                       | PR26-00016                | 12/31/25  | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 404.10      | 404.10-               |
|                                       | PR26-00018                | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 2,424.60   |             | 2,828.70-             |
| Account Total                         |                           |           |                                | 12/31/25 | .00            | .00            | 2,424.60   | 404.10      |                       |
| 990-3321-0000-6000-7100-000-90-0-0000 | Medicare Cert,Unrest.,ROC |           |                                |          |                |                |            |             |                       |
|                                       | PR26-00016                | 12/31/25  | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 285.89      | 285.89-               |
|                                       | PR26-00018                | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 1,715.34   |             | 2,001.23-             |
| Account Total                         |                           |           |                                | 12/31/25 | .00            | .00            | 1,715.34   | 285.89      |                       |
| 990-3321-7339-6000-1000-501-90-0-7001 | Medicare Cert,MCEC 24-25, |           |                                |          |                |                |            |             |                       |
|                                       | PR26-00016                | 12/31/25  | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 49.24       | 49.24-                |
|                                       | PR26-00018                | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 295.44     |             | 344.68-               |
| Account Total                         |                           |           |                                | 12/31/25 | .00            | .00            | 295.44     | 49.24       |                       |
| 990-3321-9010-3800-1000-000-90-0-1455 | Medicare Cert,CTWI,Voc. E |           |                                |          |                |                |            |             |                       |
|                                       | PR26-00016                | 12/31/25  | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 51.73       | 51.73-                |
|                                       | PR26-00018                | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 310.38     |             | 362.11-               |
| Account Total                         |                           |           |                                | 12/31/25 | .00            | .00            | 310.38     | 51.73       |                       |
| 990-3322-0000-6000-2700-000-90-0-0000 | Medicare Class,Unrest.,RO |           |                                |          |                |                |            |             |                       |
|                                       | PR26-00016                | 12/31/25  | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 313.32      | 313.32-               |
|                                       | PR26-00018                | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 1,879.92   |             | 2,193.24-             |

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| Activity for Dates 12/01/2025 to 12/31/2025 |                           |               |                                |          |                |                |            |             | Fiscal Year 2025/26   |
|---------------------------------------------|---------------------------|---------------|--------------------------------|----------|----------------|----------------|------------|-------------|-----------------------|
| Ref#                                        | Pay To Name               | Journal #     | Description                    | Trans Dt | Adopted Budget | Revised Budget | Encumbered | Expenditure | Net Change to Balance |
|                                             |                           |               | Account Total                  | 12/31/25 | .00            | .00            | 1,879.92   | 313.32      |                       |
| 990-3322-0000-6000-3110-101-90-0-2200       | Medicare Class,Career Cen |               |                                |          |                |                |            |             |                       |
|                                             | PR26-00016                | 12/31/25      | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 83.19       | 83.19-                |
|                                             | PR26-00018                | 12/31/25      | Salary Encumbrance between 01/ | 12/31/25 |                |                | 499.14     |             | 582.33-               |
|                                             |                           | Account Total |                                | 12/31/25 | .00            | .00            | 499.14     | 83.19       |                       |
| 990-3322-0000-6000-3110-102-90-0-2200       | Medicare Class,Career Cen |               |                                |          |                |                |            |             |                       |
|                                             | PR26-00016                | 12/31/25      | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 79.67       | 79.67-                |
|                                             | PR26-00018                | 12/31/25      | Salary Encumbrance between 01/ | 12/31/25 |                |                | 478.02     |             | 557.69-               |
|                                             |                           | Account Total |                                | 12/31/25 | .00            | .00            | 478.02     | 79.67       |                       |
| 990-3322-0000-6000-3110-201-90-0-2200       | Medicare Class,Career Cen |               |                                |          |                |                |            |             |                       |
|                                             | PR26-00016                | 12/31/25      | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 100.24      | 100.24-               |
|                                             | PR26-00018                | 12/31/25      | Salary Encumbrance between 01/ | 12/31/25 |                |                | 521.52     |             | 621.76-               |
|                                             |                           | Account Total |                                | 12/31/25 | .00            | .00            | 521.52     | 100.24      |                       |
| 990-3322-0000-6000-3110-202-90-0-2200       | Medicare Class,Career Cen |               |                                |          |                |                |            |             |                       |
|                                             | PR26-00016                | 12/31/25      | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 86.20       | 86.20-                |
|                                             | PR26-00018                | 12/31/25      | Salary Encumbrance between 01/ | 12/31/25 |                |                | 517.20     |             | 603.40-               |
|                                             |                           | Account Total |                                | 12/31/25 | .00            | .00            | 517.20     | 86.20       |                       |
| 990-3322-0000-6000-3110-301-90-0-2200       | Medicare Class,Career Cen |               |                                |          |                |                |            |             |                       |
|                                             | PR26-00016                | 12/31/25      | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 39.22       | 39.22-                |
|                                             | PR26-00018                | 12/31/25      | Salary Encumbrance between 01/ | 12/31/25 |                |                | 235.32     |             | 274.54-               |
|                                             |                           | Account Total |                                | 12/31/25 | .00            | .00            | 235.32     | 39.22       |                       |
| 990-3322-0000-6000-3110-302-90-0-2200       | Medicare Class,Career Cen |               |                                |          |                |                |            |             |                       |
|                                             | PR26-00016                | 12/31/25      | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 41.30       | 41.30-                |
|                                             | PR26-00018                | 12/31/25      | Salary Encumbrance between 01/ | 12/31/25 |                |                | 247.80     |             | 289.10-               |
|                                             |                           | Account Total |                                | 12/31/25 | .00            | .00            | 247.80     | 41.30       |                       |
| 990-3322-0000-6000-4000-501-90-0-9930       | Medicare Class,Middle Col |               |                                |          |                |                |            |             |                       |
|                                             | PR26-00016                | 12/31/25      | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 5.74        | 5.74-                 |
| 990-3401-0000-6000-7100-000-90-0-0000       | H&W Cert,Unrest.,ROCP     |               |                                |          |                |                |            |             |                       |
|                                             | PR26-00016                | 12/31/25      | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 156.22      | 156.22-               |
|                                             | PR26-00018                | 12/31/25      | Salary Encumbrance between 01/ | 12/31/25 |                |                | 937.32     |             | 1,093.54-             |
|                                             |                           | Account Total |                                | 12/31/25 | .00            | .00            | 937.32     | 156.22      |                       |
| 990-3501-0000-6000-1000-000-90-0-0000       | SUI Cert,Unrest.,ROCP     |               |                                |          |                |                |            |             |                       |
|                                             | PR26-00016                | 12/31/25      | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 77.06       | 77.06-                |
|                                             | PR26-00018                | 12/31/25      | Salary Encumbrance between 01/ | 12/31/25 |                |                | 456.00     |             | 533.06-               |
|                                             |                           | Account Total |                                | 12/31/25 | .00            | .00            | 456.00     | 77.06       |                       |
| 990-3501-0000-6000-2100-000-90-0-0000       | SUI Cert,Unrest.,ROCP     |               |                                |          |                |                |            |             |                       |
|                                             | PR26-00016                | 12/31/25      | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 14.30       | 14.30-                |
|                                             | PR26-00018                | 12/31/25      | Salary Encumbrance between 01/ | 12/31/25 |                |                | 85.80      |             | 100.10-               |

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Activity for Dates 12/01/2025 to 12/31/2025

Fiscal Year 2025/26

| Ref#                                  | Pay To Name               | Journal # | Description                    | Trans Dt | Adopted Budget | Revised Budget | Encumbered | Expenditure | Net Change to Balance |
|---------------------------------------|---------------------------|-----------|--------------------------------|----------|----------------|----------------|------------|-------------|-----------------------|
| Account Total                         |                           |           |                                | 12/31/25 | .00            | .00            | 85.80      | 14.30       |                       |
| 990-3501-0000-6000-4000-501-90-0-9930 | SUI Cert,Middle College,R |           |                                |          |                |                |            |             |                       |
|                                       | PR26-00016                | 12/31/25  | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 14.34       | 14.34-                |
|                                       | PR26-00018                | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 86.04      |             | 100.38-               |
| Account Total                         |                           |           |                                | 12/31/25 | .00            | .00            | 86.04      | 14.34       |                       |
| 990-3501-0000-6000-7100-000-90-0-0000 | SUI Cert,Unrest.,ROCP     |           |                                |          |                |                |            |             |                       |
|                                       | PR26-00016                | 12/31/25  | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 9.92        | 9.92-                 |
|                                       | PR26-00018                | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 59.52      |             | 69.44-                |
| Account Total                         |                           |           |                                | 12/31/25 | .00            | .00            | 59.52      | 9.92        |                       |
| 990-3501-7339-6000-1000-501-90-0-7001 | SUI Cert,MCEC 24-25,ROCP  |           |                                |          |                |                |            |             |                       |
|                                       | PR26-00016                | 12/31/25  | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 1.78        | 1.78-                 |
|                                       | PR26-00018                | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 10.68      |             | 12.46-                |
| Account Total                         |                           |           |                                | 12/31/25 | .00            | .00            | 10.68      | 1.78        |                       |
| 990-3501-9010-3800-1000-000-90-0-1455 | SUI Cert,CTWI,Voc. Ed     |           |                                |          |                |                |            |             |                       |
|                                       | PR26-00016                | 12/31/25  | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 1.78        | 1.78-                 |
|                                       | PR26-00018                | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 10.68      |             | 12.46-                |
| Account Total                         |                           |           |                                | 12/31/25 | .00            | .00            | 10.68      | 1.78        |                       |
| 990-3502-0000-6000-2700-000-90-0-0000 | SUI Class,Unrest.,ROCP    |           |                                |          |                |                |            |             |                       |
|                                       | PR26-00016                | 12/31/25  | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 10.90       | 10.90-                |
|                                       | PR26-00018                | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 65.40      |             | 76.30-                |
| Account Total                         |                           |           |                                | 12/31/25 | .00            | .00            | 65.40      | 10.90       |                       |
| 990-3502-0000-6000-3110-101-90-0-2200 | SUI Class,Career Center,R |           |                                |          |                |                |            |             |                       |
|                                       | PR26-00016                | 12/31/25  | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 2.90        | 2.90-                 |
|                                       | PR26-00018                | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 17.40      |             | 20.30-                |
| Account Total                         |                           |           |                                | 12/31/25 | .00            | .00            | 17.40      | 2.90        |                       |
| 990-3502-0000-6000-3110-102-90-0-2200 | SUI Class,Career Center,R |           |                                |          |                |                |            |             |                       |
|                                       | PR26-00016                | 12/31/25  | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 2.75        | 2.75-                 |
|                                       | PR26-00018                | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 16.50      |             | 19.25-                |
| Account Total                         |                           |           |                                | 12/31/25 | .00            | .00            | 16.50      | 2.75        |                       |
| 990-3502-0000-6000-3110-201-90-0-2200 | SUI Class,Career Center,R |           |                                |          |                |                |            |             |                       |
|                                       | PR26-00016                | 12/31/25  | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 3.49        | 3.49-                 |
|                                       | PR26-00018                | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 18.18      |             | 21.67-                |
| Account Total                         |                           |           |                                | 12/31/25 | .00            | .00            | 18.18      | 3.49        |                       |
| 990-3502-0000-6000-3110-202-90-0-2200 | SUI Class,Career Center,R |           |                                |          |                |                |            |             |                       |
|                                       | PR26-00016                | 12/31/25  | Regular Payroll (Contrib       | 12/31/25 |                |                |            | 3.01        | 3.01-                 |
|                                       | PR26-00018                | 12/31/25  | Salary Encumbrance between 01/ | 12/31/25 |                |                | 18.06      |             | 21.07-                |
| Account Total                         |                           |           |                                | 12/31/25 | .00            | .00            | 18.06      | 3.01        |                       |
| 990-3502-0000-6000-3110-301-90-0-2200 | SUI Class,Career Center,R |           |                                |          |                |                |            |             |                       |

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ERP for California

Page 8 of 17

| Activity for Dates 12/01/2025 to 12/31/2025                                                                                                                                                                                                   |                           |               |                                   |          |                |                |            |             | Fiscal Year 2025/26   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|---------------|-----------------------------------|----------|----------------|----------------|------------|-------------|-----------------------|
| Ref#                                                                                                                                                                                                                                          | Pay To Name               | Journal #     | Description                       | Trans Dt | Adopted Budget | Revised Budget | Encumbered | Expenditure | Net Change to Balance |
| 990-3502-0000-6000-3110-301-90-0-2200                                                                                                                                                                                                         | SUI Class,Career Center,R |               |                                   |          |                |                |            |             |                       |
|                                                                                                                                                                                                                                               |                           | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 1.45        | 1.45-                 |
|                                                                                                                                                                                                                                               |                           | PR26-00018    | Salary Encumbrance between 01/    | 12/31/25 |                |                | 8.70       |             | 10.15-                |
|                                                                                                                                                                                                                                               |                           | Account Total |                                   | 12/31/25 | .00            | .00            | 8.70       | 1.45        |                       |
| 990-3502-0000-6000-3110-302-90-0-2200                                                                                                                                                                                                         | SUI Class,Career Center,R |               |                                   |          |                |                |            |             |                       |
|                                                                                                                                                                                                                                               |                           | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 1.45        | 1.45-                 |
|                                                                                                                                                                                                                                               |                           | PR26-00018    | Salary Encumbrance between 01/    | 12/31/25 |                |                | 8.70       |             | 10.15-                |
|                                                                                                                                                                                                                                               |                           | Account Total |                                   | 12/31/25 | .00            | .00            | 8.70       | 1.45        |                       |
| 990-3502-0000-6000-4000-501-90-0-9930                                                                                                                                                                                                         | SUI Class,Middle College, |               |                                   |          |                |                |            |             |                       |
|                                                                                                                                                                                                                                               |                           | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | .20         | .20-                  |
| 990-3601-0000-6000-1000-000-90-0-0000                                                                                                                                                                                                         | Wk Comp Cert,Unrest.,ROCP |               |                                   |          |                |                |            |             |                       |
|                                                                                                                                                                                                                                               |                           | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 3,840.34    | 3,840.34-             |
|                                                                                                                                                                                                                                               |                           | PR26-00018    | Salary Encumbrance between 01/    | 12/31/25 |                |                | 11,684.22  |             | 15,524.56-            |
|                                                                                                                                                                                                                                               |                           | Account Total |                                   | 12/31/25 | .00            | .00            | 11,684.22  | 3,840.34    |                       |
| 990-3601-0000-6000-2100-000-90-0-0000                                                                                                                                                                                                         | Wk Comp Cert,Unrest.,ROCP |               |                                   |          |                |                |            |             |                       |
|                                                                                                                                                                                                                                               |                           | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 713.12      | 713.12-               |
|                                                                                                                                                                                                                                               |                           | PR26-00018    | Salary Encumbrance between 01/    | 12/31/25 |                |                | 2,199.54   |             | 2,912.66-             |
|                                                                                                                                                                                                                                               |                           | Account Total |                                   | 12/31/25 | .00            | .00            | 2,199.54   | 713.12      |                       |
| 990-3601-0000-6000-4000-501-90-0-9930                                                                                                                                                                                                         | Wk Comp Cert,Middle Colle |               |                                   |          |                |                |            |             |                       |
|                                                                                                                                                                                                                                               |                           | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 720.64      | 720.64-               |
|                                                                                                                                                                                                                                               |                           | PR26-00018    | Salary Encumbrance between 01/    | 12/31/25 |                |                | 2,222.64   |             | 2,943.28-             |
|                                                                                                                                                                                                                                               |                           | Account Total |                                   | 12/31/25 | .00            | .00            | 2,222.64   | 720.64      |                       |
| 990-3601-0000-6000-7100-000-90-0-0000                                                                                                                                                                                                         | Wk Comp Cert,Unrest.,ROCP |               |                                   |          |                |                |            |             |                       |
|                                                                                                                                                                                                                                               |                           | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 497.20      | 497.20-               |
|                                                                                                                                                                                                                                               |                           | PR26-00018    | Salary Encumbrance between 01/    | 12/31/25 |                |                | 1,533.54   |             | 2,030.74-             |
|                                                                                                                                                                                                                                               |                           | Account Total |                                   | 12/31/25 | .00            | .00            | 1,533.54   | 497.20      |                       |
| 990-3601-7339-6000-1000-501-90-0-7001                                                                                                                                                                                                         | Wk Comp Cert,MCEC 24-25,R |               |                                   |          |                |                |            |             |                       |
|                                                                                                                                                                                                                                               |                           | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 89.17       | 89.17-                |
|                                                                                                                                                                                                                                               |                           | PR26-00018    | Salary Encumbrance between 01/    | 12/31/25 |                |                | 275.10     |             | 364.27-               |
|                                                                                                                                                                                                                                               |                           | Account Total |                                   | 12/31/25 | .00            | .00            | 275.10     | 89.17       |                       |
| 990-3601-9010-3800-1000-000-90-0-1455                                                                                                                                                                                                         | Wk Comp Cert,CTWI,Voc. Ed |               |                                   |          |                |                |            |             |                       |
|                                                                                                                                                                                                                                               |                           | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 88.83       | 88.83-                |
|                                                                                                                                                                                                                                               |                           | PR26-00018    | Salary Encumbrance between 01/    | 12/31/25 |                |                | 273.96     |             | 362.79-               |
|                                                                                                                                                                                                                                               |                           | Account Total |                                   | 12/31/25 | .00            | .00            | 273.96     | 88.83       |                       |
| 990-3602-0000-6000-2700-000-90-0-0000                                                                                                                                                                                                         | Wk Comp Class,Unrest.,ROC |               |                                   |          |                |                |            |             |                       |
|                                                                                                                                                                                                                                               |                           | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 543.11      | 543.11-               |
|                                                                                                                                                                                                                                               |                           | PR26-00018    | Salary Encumbrance between 01/    | 12/31/25 |                |                | 1,675.14   |             | 2,218.25-             |
|                                                                                                                                                                                                                                               |                           | Account Total |                                   | 12/31/25 | .00            | .00            | 1,675.14   | 543.11      |                       |
| Selection Filtered by User Permissions, (Org = 79, Online/Offline = N, Fiscal Year = 2026, Start Date = 12/1/2025, End Date = 12/31/2025, Unposted JEs? = N, Assets and Liabilities? = N, Restricted? = Y, Obj Digits = 0, Page Break Lvl = ) |                           |               |                                   |          |                |                |            |             | ERP for California    |

Activity for Dates 12/01/2025 to 12/31/2025

Fiscal Year 2025/26

| Ref#                                                            | Pay To Name            | Journal #     | Description                       | Trans Dt | Adopted Budget | Revised Budget | Encumbered | Expenditure | Net Change to Balance |
|-----------------------------------------------------------------|------------------------|---------------|-----------------------------------|----------|----------------|----------------|------------|-------------|-----------------------|
| 990-3602-0000-6000-3110-101-90-0-2200 Wk Comp Class,Career Cent |                        |               |                                   |          |                |                |            |             |                       |
|                                                                 |                        | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 144.65      | 144.65-               |
|                                                                 |                        | PR26-00018    | Salary Encumbrance between 01/    | 12/31/25 |                |                | 446.16     |             | 590.81-               |
|                                                                 |                        | Account Total |                                   | 12/31/25 | .00            | .00            | 446.16     | 144.65      |                       |
| 990-3602-0000-6000-3110-102-90-0-2200 Wk Comp Class,Career Cent |                        |               |                                   |          |                |                |            |             |                       |
|                                                                 |                        | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 136.82      | 136.82-               |
|                                                                 |                        | PR26-00018    | Salary Encumbrance between 01/    | 12/31/25 |                |                | 421.98     |             | 558.80-               |
|                                                                 |                        | Account Total |                                   | 12/31/25 | .00            | .00            | 421.98     | 136.82      |                       |
| 990-3602-0000-6000-3110-201-90-0-2200 Wk Comp Class,Career Cent |                        |               |                                   |          |                |                |            |             |                       |
|                                                                 |                        | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 173.95      | 173.95-               |
|                                                                 |                        | PR26-00018    | Salary Encumbrance between 01/    | 12/31/25 |                |                | 465.96     |             | 639.91-               |
|                                                                 |                        | Account Total |                                   | 12/31/25 | .00            | .00            | 465.96     | 173.95      |                       |
| 990-3602-0000-6000-3110-202-90-0-2200 Wk Comp Class,Career Cent |                        |               |                                   |          |                |                |            |             |                       |
|                                                                 |                        | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 149.82      | 149.82-               |
|                                                                 |                        | PR26-00018    | Salary Encumbrance between 01/    | 12/31/25 |                |                | 462.12     |             | 611.94-               |
|                                                                 |                        | Account Total |                                   | 12/31/25 | .00            | .00            | 462.12     | 149.82      |                       |
| 990-3602-0000-6000-3110-301-90-0-2200 Wk Comp Class,Career Cent |                        |               |                                   |          |                |                |            |             |                       |
|                                                                 |                        | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 72.33       | 72.33-                |
|                                                                 |                        | PR26-00018    | Salary Encumbrance between 01/    | 12/31/25 |                |                | 223.08     |             | 295.41-               |
|                                                                 |                        | Account Total |                                   | 12/31/25 | .00            | .00            | 223.08     | 72.33       |                       |
| 990-3602-0000-6000-3110-302-90-0-2200 Wk Comp Class,Career Cent |                        |               |                                   |          |                |                |            |             |                       |
|                                                                 |                        | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 72.33       | 72.33-                |
|                                                                 |                        | PR26-00018    | Salary Encumbrance between 01/    | 12/31/25 |                |                | 223.08     |             | 295.41-               |
|                                                                 |                        | Account Total |                                   | 12/31/25 | .00            | .00            | 223.08     | 72.33       |                       |
| 990-3602-0000-6000-4000-501-90-0-9930 Wk Comp Class,Middle Coll |                        |               |                                   |          |                |                |            |             |                       |
|                                                                 |                        | PR26-00016    | 12/31/25 Regular Payroll (Contrib | 12/31/25 |                |                |            | 9.86        | 9.86-                 |
| 990-4300-0000-6000-1000-201-90-0-9925 Mat & Supp,Sprts Med/AT,R |                        |               |                                   |          |                |                |            |             |                       |
|                                                                 |                        | BR26-00015    | GHS Sports Med SignUp Genius      | 12/16/25 |                | 108.00-        |            |             | 108.00-               |
| 990-4300-0000-6000-1000-302-90-0-1320 Mat & Supp,Marketing,ROCP |                        |               |                                   |          |                |                |            |             |                       |
| T26-00052                                                       | ODP Business Solutions | EN26-00310    | FHS Marketing office supplies 25/ | 12/11/25 |                |                | 26.13-     |             | 26.13                 |
| T26-00052                                                       | ODP Business Solutions | EX26-00324    |                                   | 12/11/25 |                |                |            | 26.13       |                       |
|                                                                 |                        | Account Total |                                   | 12/31/25 | .00            | .00            | 26.13-     | 26.13       |                       |
| 990-4300-0000-6000-2700-000-90-0-0000 Mat & Supp,Unrest.,ROCP   |                        |               |                                   |          |                |                |            |             |                       |
|                                                                 | US Bank                | EX26-00346    | US BANK DEC 2025                  | 12/16/25 |                |                |            | .75         | .75-                  |
| 990-4300-9010-3800-1000-000-90-0-1455 Mat & Supp,CTWI,Voc. Ed   |                        |               |                                   |          |                |                |            |             |                       |
|                                                                 | US Bank                | EX26-00346    | US BANK DEC 2025                  | 12/16/25 |                |                |            | 1,555.63    | 1,555.63-             |
| 990-5200-0000-6000-1000-000-90-0-0000 Travel & Conf,Unrest.,ROC |                        |               |                                   |          |                |                |            |             |                       |
| T26-00085                                                       | NorCal DECA            | EN26-00281    | T. Raaker 2026 NorCal Advisor Re  | 12/01/25 |                |                | 85.00-     |             | 85.00                 |

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Activity for Dates 12/01/2025 to 12/31/2025

Fiscal Year 2025/26

| Ref#                                                                        | Pay To Name        | Journal #  | Description                      | Trans Dt | Adopted Budget | Revised Budget | Encumbered | Expenditure | Net Change to Balance |
|-----------------------------------------------------------------------------|--------------------|------------|----------------------------------|----------|----------------|----------------|------------|-------------|-----------------------|
| 990-5200-0000-6000-1000-000-90-0-0000 Travel & Conf,Unrest.,ROC (continued) |                    |            |                                  |          |                |                |            |             |                       |
| T26-00086                                                                   | NorCal DECA        | EN26-00282 | D. Coleman 2026 NorCal Advisor I | 12/01/25 |                |                | 85.00-     |             | 170.00                |
| T26-00090                                                                   | NorCal DECA        | EN26-00283 | B. Udoutch 2026 NorCal Advisor F | 12/01/25 |                |                | 85.00-     |             | 255.00                |
| T26-00093                                                                   | NorCal DECA        | EN26-00284 | M. Akrami 2026 NorCal Advisor R  | 12/01/25 |                |                | 85.00-     |             | 340.00                |
| T26-00087                                                                   | San Ramon Marriott | EN26-00288 | T.Raaker,Advisor NorCal Housing  | 12/01/25 |                |                | 333.18-    |             | 673.18                |
| T26-00088                                                                   | San Ramon Marriott | EN26-00289 | D. Coleman,Advisor NorCal Housi  | 12/01/25 |                |                | 333.18-    |             | 1,006.36              |
| T26-00089                                                                   | San Ramon Marriott | EN26-00290 | B. Udoutch,Advisor NorCal Housin | 12/01/25 |                |                | 333.18-    |             | 1,339.54              |
| T26-00094                                                                   | San Ramon Marriott | EN26-00291 | M Akrami, Advisor NorCal Housing | 12/01/25 |                |                | 333.18-    |             | 1,672.72              |
| T26-00085                                                                   | NorCal DECA        | EX26-00282 | T. Raaker 2026 NorCal Advisor Re | 12/01/25 |                |                |            | 85.00       | 1,587.72              |
| T26-00086                                                                   | NorCal DECA        | EX26-00283 | D. Coleman 2026 NorCal Advisor I | 12/01/25 |                |                |            | 85.00       | 1,502.72              |
| T26-00090                                                                   | NorCal DECA        | EX26-00284 | B. Udoutch 2026 NorCal Advisor F | 12/01/25 |                |                |            | 85.00       | 1,417.72              |
| T26-00093                                                                   | NorCal DECA        | EX26-00285 | M. Akrami 2026 NorCal Advisor R  | 12/01/25 |                |                |            | 85.00       | 1,332.72              |
| T26-00087                                                                   | San Ramon Marriott | EX26-00290 | T.Raaker,Advisor NorCal Housing  | 12/01/25 |                |                |            | 333.18      | 999.54                |
| T26-00088                                                                   | San Ramon Marriott | EX26-00291 | D. Coleman,Advisor NorCal Housi  | 12/01/25 |                |                |            | 333.18      | 666.36                |
| T26-00089                                                                   | San Ramon Marriott | EX26-00292 | B. Udoutch,Advisor NorCal Housin | 12/01/25 |                |                |            | 333.18      | 333.18                |
| T26-00094                                                                   | San Ramon Marriott | EX26-00293 | M Akrami, Advisor NorCal Housing | 12/01/25 |                |                |            | 333.18      |                       |
| Account Total                                                               |                    |            |                                  | 12/31/25 | .00            | .00            | 1,672.72-  | 1,672.72    |                       |
| 990-5200-0000-6000-2700-000-90-0-0000 Travel & Conf,Unrest.,ROC             |                    |            |                                  |          |                |                |            |             |                       |
|                                                                             | US Bank            | EX26-00346 | US BANK DEC 2025                 | 12/16/25 |                |                |            | 4,229.20    | 4,229.20-             |
| 990-5200-6388-6000-1000-000-90-0-1106 Travel & Conf,SWG6,ROCP               |                    |            |                                  |          |                |                |            |             |                       |
|                                                                             | DUNCAN, JULIE      | EX26-00295 | CTE COFERENCE 2025               | 12/05/25 |                |                |            | 244.09      | 244.09-               |
|                                                                             |                    | BT26-00006 | CTE/CAROCF expenses              | 12/16/25 |                | 1,353.00       |            |             | 1,108.91              |
|                                                                             | US Bank            | EX26-00346 | US BANK DEC 2025                 | 12/16/25 |                |                |            | 1,140.53    | 31.62-                |
| Account Total                                                               |                    |            |                                  | 12/31/25 | .00            | 1,353.00       | .00        | 1,384.62    |                       |
| 990-5210-0000-6000-1000-101-90-0-1410 Mileage,Criminal Justic,R             |                    |            |                                  |          |                |                |            |             |                       |
|                                                                             | LOW, JR., LAWRENCE | EX26-00298 | OCT 2025 M LO 50                 | 12/05/25 |                |                |            | 165.55      | 165.55-               |
| 990-5210-0000-6000-1000-101-90-0-1411 Mileage,CSI,ROCP                      |                    |            |                                  |          |                |                |            |             |                       |
|                                                                             | HUTSON, AUSTIN L   | EX26-00297 | NOV 2025 M HUT 45                | 12/05/25 |                |                |            | 44.45       | 44.45-                |
| 990-5210-0000-6000-1000-201-90-0-9915 Mileage,Med Occupations,R             |                    |            |                                  |          |                |                |            |             |                       |
|                                                                             | CABRERA, KATHY     | EX26-00296 | NOV 2025 M CAB 31                | 12/05/25 |                |                |            | 28.63       | 28.63-                |
| 990-5210-0000-6000-1000-201-90-0-9920 Mileage,Nursing Careers,R             |                    |            |                                  |          |                |                |            |             |                       |
|                                                                             | CABRERA, KATHY     | EX26-00296 | NOV 2025 M CAB 31                | 12/05/25 |                |                |            | 28.63       | 28.63-                |
| 990-5210-0000-6000-1000-202-90-0-1330 Mileage,Intro to Health,R             |                    |            |                                  |          |                |                |            |             |                       |
|                                                                             | MACHADO, ALYSA L   | EX26-00309 | NOV 2025 M OLI 59                | 12/09/25 |                |                |            | 32.13       | 32.13-                |
| 990-5210-0000-6000-1000-301-90-0-1411 Mileage,CSI,ROCP                      |                    |            |                                  |          |                |                |            |             |                       |
|                                                                             | HUTSON, AUSTIN L   | EX26-00297 | NOV 2025 M HUT 45                | 12/05/25 |                |                |            | 44.45       | 44.45-                |
| 990-5210-0000-6000-1000-302-90-0-9915 Mileage,Med Occupations,R             |                    |            |                                  |          |                |                |            |             |                       |
|                                                                             | MACHADO, ALYSA L   | EX26-00309 | NOV 2025 M OLI 59                | 12/09/25 |                |                |            | 32.13       | 32.13-                |

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ERP for California

Page 11 of 17

| Activity for Dates 12/01/2025 to 12/31/2025                                                                                                                                                                                                   |                             |               |                                  |          |                |                |            |             | Fiscal Year 2025/26   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|---------------|----------------------------------|----------|----------------|----------------|------------|-------------|-----------------------|
| Ref#                                                                                                                                                                                                                                          | Pay To Name                 | Journal #     | Description                      | Trans Dt | Adopted Budget | Revised Budget | Encumbered | Expenditure | Net Change to Balance |
| 990-5210-0000-6000-2700-000-90-0-0000 Mileage,Unrest.,ROCP                                                                                                                                                                                    |                             |               |                                  |          |                |                |            |             |                       |
|                                                                                                                                                                                                                                               | DUNCAN, JULIE               | EX26-00315    | DEC 2025 M DUN 1                 | 12/11/25 |                |                |            | 203.63      | 203.63-               |
|                                                                                                                                                                                                                                               | SMITH, SUZANNE P            | EX26-00316    | DEC 2025 M SMI 15                | 12/11/25 |                |                |            | 125.30      | 328.93-               |
|                                                                                                                                                                                                                                               | VILLANUEVA, ROXANN          | EX26-00317    | DEC 2025 M VILL 34               | 12/11/25 |                |                |            | 174.65      | 503.58-               |
|                                                                                                                                                                                                                                               |                             | Account Total |                                  | 12/31/25 | .00            | .00            | .00        | 503.58      |                       |
| 990-5210-0000-6000-3110-201-90-0-2200 Mileage,Career Center,ROC                                                                                                                                                                               |                             |               |                                  |          |                |                |            |             |                       |
|                                                                                                                                                                                                                                               | WATSON, DANIELLE            | EX26-00332    | OCT 2025 M WAT 6                 | 12/16/25 |                |                |            | 8.96        | 8.96-                 |
|                                                                                                                                                                                                                                               | WATSON, DANIELLE            | EX26-00333    | DEC 2025 M WAT 6                 | 12/16/25 |                |                |            | 13.72       | 22.68-                |
|                                                                                                                                                                                                                                               |                             | Account Total |                                  | 12/31/25 | .00            | .00            | .00        | 22.68       |                       |
| 990-5210-0000-6000-4000-501-90-0-9930 Mileage,Middle College,RO                                                                                                                                                                               |                             |               |                                  |          |                |                |            |             |                       |
|                                                                                                                                                                                                                                               | FAIRCHILD, TARA D           | EX26-00310    | NOV 2025 M FAI 63                | 12/09/25 |                |                |            | 17.08       | 17.08-                |
| 990-5620-0000-6000-2700-000-90-0-0000 Rental,Unrest.,ROCP                                                                                                                                                                                     |                             |               |                                  |          |                |                |            |             |                       |
| T26-00004                                                                                                                                                                                                                                     | Caltronics Business Sys     | EN26-00296    | Caltronics copier lease 25-26 SY | 12/05/25 |                |                | 497.56-    |             | 497.56                |
| T26-00004                                                                                                                                                                                                                                     | Caltronics Business Sys     | EX26-00300    | Caltronics copier lease 25-26 SY | 12/05/25 |                |                |            | 497.56      |                       |
|                                                                                                                                                                                                                                               |                             | Account Total |                                  | 12/31/25 | .00            | .00            | 497.56-    | 497.56      |                       |
| 990-5670-0000-6000-1000-000-90-0-0000 Repairs & Imp,Unrest.,ROC                                                                                                                                                                               |                             |               |                                  |          |                |                |            |             |                       |
|                                                                                                                                                                                                                                               |                             | BT26-00004    | Repair of LHS paint booth        | 12/04/25 |                | 686.00         |            |             | 686.00                |
| T26-00098                                                                                                                                                                                                                                     | Precision for Collision, Ir | EN26-00293    | Repair: LHS Paint Booth          | 12/04/25 |                |                | 685.55     |             | .45                   |
| T26-00098                                                                                                                                                                                                                                     | Precision for Collision, Ir | EN26-00306    | Repair: LHS Paint Booth          | 12/09/25 |                |                | 685.55-    |             | 686.00                |
| T26-00098                                                                                                                                                                                                                                     | Precision for Collision, Ir | EX26-00312    | Repair: LHS Paint Booth          | 12/09/25 |                |                |            | 685.55      | .45                   |
|                                                                                                                                                                                                                                               |                             | Account Total |                                  | 12/31/25 | .00            | 686.00         | .00        | 685.55      |                       |
| 990-5825-6388-6000-2100-000-90-0-1199 Consultants,SWG C,ROCP                                                                                                                                                                                  |                             |               |                                  |          |                |                |            |             |                       |
| T26-00056                                                                                                                                                                                                                                     | Williams, Terresa           | EN26-00312    | SW Pathway Coordinator SY 25-26  | 12/11/25 |                |                | 3,105.00-  |             | 3,105.00              |
| T26-00056                                                                                                                                                                                                                                     | Williams, Terresa           | EX26-00326    | SW Pathway Coordinator SY 25-26  | 12/11/25 |                |                |            | 3,105.00    |                       |
|                                                                                                                                                                                                                                               |                             | Account Total |                                  | 12/31/25 | .00            | .00            | 3,105.00-  | 3,105.00    |                       |
| 990-5825-7339-6000-1000-000-90-0-0000 Consultants,Unrest.,ROCP                                                                                                                                                                                |                             |               |                                  |          |                |                |            |             |                       |
| T26-00051                                                                                                                                                                                                                                     | Zoe T. Zannis               | EN26-00315    | LVJUSD MCEC Dual Enrollment Z    | 12/11/25 |                |                | 1,870.00-  |             | 1,870.00              |
| T26-00051                                                                                                                                                                                                                                     | Zoe T. Zannis               | EX26-00331    |                                  | 12/11/25 |                |                |            | 1,870.00    |                       |
| T26-00051                                                                                                                                                                                                                                     | Zoe T. Zannis               | EN26-00324    | LVJUSD MCEC Dual Enrollment Z    | 12/16/25 |                |                | 3,017.50-  |             | 3,017.50              |
| T26-00051                                                                                                                                                                                                                                     | Zoe T. Zannis               | EX26-00347    | LVJUSD MCEC Dual Enrollment Z    | 12/16/25 |                |                |            | 3,017.50    |                       |
|                                                                                                                                                                                                                                               |                             | Account Total |                                  | 12/31/25 | .00            | .00            | 4,887.50-  | 4,887.50    |                       |
| 990-5830-0000-6000-1000-000-90-0-0000 Contr.Services,Unrest.,RO                                                                                                                                                                               |                             |               |                                  |          |                |                |            |             |                       |
| T26-00065                                                                                                                                                                                                                                     | Dublin Unified School Di    | EN26-00285    | 2025/2026 Two (2) Career Pathwa  | 12/01/25 |                |                | 6,237.71-  |             | 6,237.71              |
| T26-00065                                                                                                                                                                                                                                     | Dublin Unified School Di    | EX26-00286    | 2025/2026 Two (2) Career Pathwa  | 12/01/25 |                |                |            | 6,237.71    |                       |
|                                                                                                                                                                                                                                               |                             | BT26-00004    | Repair of LHS paint booth        | 12/04/25 |                | 686.00-        |            |             | 686.00-               |
| T26-00002                                                                                                                                                                                                                                     | Livermore Sanitation Inc    | EN26-00300    | R Barnard 25-26 LHS Solid Waste  | 12/05/25 |                |                | 238.74-    |             | 447.26-               |
| T26-00002                                                                                                                                                                                                                                     | Livermore Sanitation Inc    | EX26-00304    | R Barnard 25-26 LHS Solid Waste  | 12/05/25 |                |                |            | 238.74      | 686.00-               |
|                                                                                                                                                                                                                                               |                             | Account Total |                                  | 12/31/25 | .00            | 686.00-        | 6,476.45-  | 6,476.45    |                       |
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## Activity for Dates 12/01/2025 to 12/31/2025

Fiscal Year 2025/26

| Ref#                                                            | Pay To Name             | Journal #  | Description                        | Trans Dt | Adopted Budget | Revised Budget | Encumbered | Expenditure | Net Change to Balance |
|-----------------------------------------------------------------|-------------------------|------------|------------------------------------|----------|----------------|----------------|------------|-------------|-----------------------|
| 990-5830-0000-6000-1000-202-90-0-1518 Contr.Services,Auto Speci |                         |            |                                    |          |                |                |            |             |                       |
| T26-00013                                                       | Aramark Uniform Service | EN26-00304 | LHS Auto Shop SY 2025-26 towel     | 12/05/25 |                |                | 63.23-     |             | 63.23                 |
| T26-00013                                                       | Aramark Uniform Service | EX26-00308 | LHS Auto Shop SY 2025-26 towel     | 12/05/25 |                |                |            | 63.23       |                       |
|                                                                 |                         |            | Account Total                      | 12/31/25 | .00            | .00            | 63.23-     | 63.23       |                       |
| 990-5830-0000-6000-1000-501-90-0-9930 Contr.Services,Middle Col |                         |            |                                    |          |                |                |            |             |                       |
| T26-00035                                                       | Pleasanton Unified Schc | EN26-00287 | 25-26 SY A. Brown LPC MC Coord     | 12/01/25 |                |                | 38,978.54- |             | 38,978.54             |
| T26-00035                                                       | Pleasanton Unified Schc | EX26-00288 | 25-26 SY A. Brown LPC MC Coord     | 12/01/25 |                |                |            | 19,489.27   | 19,489.27             |
| T26-00035                                                       | Pleasanton Unified Schc | EX26-00289 | 25-26 SY A. Brown LPC MC Coord     | 12/01/25 |                |                |            | 19,489.27   |                       |
|                                                                 |                         |            | Account Total                      | 12/31/25 | .00            | .00            | 38,978.54- | 38,978.54   |                       |
| 990-5830-0000-6000-2700-000-90-0-0000 Contr.Services,Unrest.,RO |                         |            |                                    |          |                |                |            |             |                       |
| T26-00096                                                       | Dublin High School      | EN26-00280 | Catering-11/5/25 Advisory Dinner   | 12/01/25 |                |                | 1,875.00   |             | 1,875.00-             |
| T26-00011                                                       | Amazon Web Services,    | EN26-00295 | AWS data storage 2025-26 SY        | 12/05/25 |                |                | 68.89-     |             | 1,806.11-             |
| T26-00040                                                       | Comcast                 | EN26-00297 | TVROP DO internet, & cable servi   | 12/05/25 |                |                | 439.01-    |             | 1,367.10-             |
| T26-00096                                                       | Dublin High School      | EN26-00298 | Catering-11/5/25 Advisory Dinner   | 12/05/25 |                |                | 1,875.00-  |             | 507.90                |
| T26-00011                                                       | Amazon Web Services,    | EX26-00299 | AWS data storage 2025-26 SY        | 12/05/25 |                |                |            | 68.89       | 439.01                |
| T26-00040                                                       | Comcast                 | EX26-00301 | TVROP DO internet, & cable servi   | 12/05/25 |                |                |            | 439.01      |                       |
| T26-00096                                                       | Dublin High School      | EX26-00302 | Catering-11/5/25 Advisory Dinner   | 12/05/25 |                |                |            | 1,875.00    | 1,875.00-             |
| T26-00012                                                       | Caltronics Business Sys | EN26-00308 | 25-26 Caltronics usage-Maint agre  | 12/11/25 |                |                | 266.59-    |             | 1,608.41-             |
| T26-00053                                                       | ReadyRefresh by Nestle  | EN26-00311 | TVROP DO water services & rents    | 12/11/25 |                |                | 79.11-     |             | 1,529.30-             |
| T26-00012                                                       | Caltronics Business Sys | EX26-00321 |                                    | 12/11/25 |                |                |            | 266.59      | 1,795.89-             |
| T26-00053                                                       | ReadyRefresh by Nestle  | EX26-00325 |                                    | 12/11/25 |                |                |            | 79.11       | 1,875.00-             |
| T26-00079                                                       | Del Valle High School   | EN26-00318 | 25/26 Catering for TEC Meetings    | 12/16/25 |                |                | 550.00-    |             | 1,325.00-             |
| T26-00079                                                       | Del Valle High School   | EX26-00336 | 25/26 Catering for TEC Meetings    | 12/16/25 |                |                |            | 550.00      | 1,875.00-             |
|                                                                 |                         |            | Account Total                      | 12/31/25 | .00            | .00            | 1,403.60-  | 3,278.60    |                       |
| 990-5830-0000-6000-4000-501-90-0-9930 Contr.Services,Middle Col |                         |            |                                    |          |                |                |            |             |                       |
| T26-00042                                                       | FN CO FOOD SERVICE      | EN26-00286 | SY 2025-2026 MC Student Lunch      | 12/01/25 |                |                | 12,293.70- |             | 12,293.70             |
| T26-00042                                                       | FN CO FOOD SERVICE      | EX26-00287 | SY 2025-2026 MC Student Lunch      | 12/01/25 |                |                |            | 12,293.70   |                       |
| T26-00024                                                       | ReadyRefresh by Nestle  | EN26-00302 | Middle College water services & re | 12/05/25 |                |                | 142.07-    |             | 142.07                |
| T26-00024                                                       | ReadyRefresh by Nestle  | EX26-00306 | Middle College water services & re | 12/05/25 |                |                |            | 142.07      |                       |
| T26-00042                                                       | FN CO FOOD SERVICE      | EN26-00319 | SY 2025-2026 MC Student Lunch      | 12/16/25 |                |                | 2,436.53-  |             | 2,436.53              |
| T26-00042                                                       | FN CO FOOD SERVICE      | EX26-00337 | SY 2025-2026 MC Student Lunch      | 12/16/25 |                |                |            | 2,436.53    |                       |
|                                                                 |                         |            | Account Total                      | 12/31/25 | .00            | .00            | 14,872.30- | 14,872.30   |                       |
| 990-5830-5610-3800-4000-000-90-0-0000 Contr.Services,Unrest.,Vo |                         |            |                                    |          |                |                |            |             |                       |
| T26-00045                                                       | Glushenko, Joelle       | EN26-00299 | J Glushenko 25-26 TVROP Projec     | 12/05/25 |                |                | 2,550.00-  |             | 2,550.00              |
| T26-00045                                                       | Glushenko, Joelle       | EX26-00303 | J Glushenko 25-26 TVROP Projec     | 12/05/25 |                |                |            | 2,550.00    |                       |
| T26-00045                                                       | Glushenko, Joelle       | EX26-00313 | Reversal of EX26-00266             | 12/10/25 |                |                |            | 3,400.00-   | 3,400.00              |
| T26-00045                                                       | Glushenko, Joelle       | EX26-00314 | Reversal of EX26-00267             | 12/10/25 |                |                |            | 3,740.00-   | 7,140.00              |
| T26-00049                                                       | Zoe T. Zannis           | EN26-00314 | Z Zannis Student Success Special   | 12/11/25 |                |                | 935.00-    |             | 8,075.00              |

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ERP for California

Page 13 of 17

| Activity for Dates 12/01/2025 to 12/31/2025                                 |                         |            |                                    |          |                |                |            |             | Fiscal Year 2025/26   |
|-----------------------------------------------------------------------------|-------------------------|------------|------------------------------------|----------|----------------|----------------|------------|-------------|-----------------------|
| Ref#                                                                        | Pay To Name             | Journal #  | Description                        | Trans Dt | Adopted Budget | Revised Budget | Encumbered | Expenditure | Net Change to Balance |
| 990-5830-5610-3800-4000-000-90-0-0000 Contr.Services,Unrest.,Vo (continued) |                         |            |                                    |          |                |                |            |             |                       |
|                                                                             | TriValley ROP Revolving | EX26-00328 | replace lost check 51981395        | 12/11/25 |                |                |            | 7,140.00    | 935.00                |
| T26-00049                                                                   | Zoe T. Zannis           | EX26-00330 |                                    | 12/11/25 |                |                |            | 935.00      |                       |
| T26-00045                                                                   | Glushenko, Joelle       | EN26-00320 | J Glushenko 25-26 TVROP Projec     | 12/16/25 |                |                | 3,315.00   |             | 3,315.00-             |
| T26-00050                                                                   | Suter, Meredith         | EN26-00322 | M Suter Student Success Speciali:  | 12/16/25 |                |                | 4,313.77-  |             | 998.77                |
| T26-00049                                                                   | Zoe T. Zannis           | EN26-00325 | Z Zannis Student Success Special   | 12/16/25 |                |                | 373.17-    |             | 1,371.94              |
| T26-00045                                                                   | Glushenko, Joelle       | EX26-00338 | J Glushenko 25-26 TVROP Projec     | 12/16/25 |                |                |            | 3,825.00    | 2,453.06-             |
| T26-00050                                                                   | Suter, Meredith         | EX26-00341 | M Suter Student Success Speciali:  | 12/16/25 |                |                |            | 1,530.00    | 3,983.06-             |
| T26-00050                                                                   | Suter, Meredith         | EX26-00342 | M Suter Student Success Speciali:  | 12/16/25 |                |                |            | 2,040.00    | 6,023.06-             |
| T26-00049                                                                   | Zoe T. Zannis           | EX26-00349 | Z Zannis Student Success Special   | 12/16/25 |                |                |            | 373.17      | 6,396.23-             |
|                                                                             |                         |            | Account Total                      | 12/31/25 | .00            | .00            | 4,856.94-  | 11,253.17   |                       |
| 990-5830-6388-6000-1000-000-90-0-1106 Contr.Services,SWG6,ROCP              |                         |            |                                    |          |                |                |            |             |                       |
|                                                                             |                         | BT26-00005 | UC Berkeley Field Trip transportat | 12/04/25 |                | 1,599.00-      |            |             | 1,599.00-             |
|                                                                             |                         | BT26-00006 | CTE/CAROCOP expenses               | 12/16/25 |                | 1,353.00-      |            |             | 2,952.00-             |
| T26-00050                                                                   | Suter, Meredith         | EN26-00322 | M Suter Student Success Speciali:  | 12/16/25 |                |                | 394.42-    |             | 2,557.58-             |
|                                                                             |                         |            | Account Total                      | 12/31/25 | .00            | 2,952.00-      | 394.42-    | .00         |                       |
| 990-5830-7339-6000-1000-501-90-0-7001 Contr.Services,MCEC 24-25             |                         |            |                                    |          |                |                |            |             |                       |
| T26-00023                                                                   | Schlick, Madison        | EN26-00309 | M SchlickTech Coordinator 25-26    | 12/11/25 |                |                | 117.23-    |             | 117.23                |
| T26-00023                                                                   | Schlick, Madison        | EX26-00323 |                                    | 12/11/25 |                |                |            | 117.23      |                       |
| T26-00023                                                                   | Schlick, Madison        | EN26-00321 | M SchlickTech Coordinator 25-26    | 12/16/25 |                |                | 67.79-     |             | 67.79                 |
| T26-00023                                                                   | Schlick, Madison        | EX26-00339 | M SchlickTech Coordinator 25-26    | 12/16/25 |                |                |            | 67.79       |                       |
|                                                                             |                         |            | Account Total                      | 12/31/25 | .00            | .00            | 185.02-    | 185.02      |                       |
| 990-5830-7339-6000-1000-510-90-0-7050 Contr.Services,CC Access              |                         |            |                                    |          |                |                |            |             |                       |
| T26-00050                                                                   | Suter, Meredith         | EN26-00322 | M Suter Student Success Speciali:  | 12/16/25 |                |                | 1,485.37-  |             | 1,485.37              |
| T26-00049                                                                   | Zoe T. Zannis           | EN26-00325 | Z Zannis Student Success Special   | 12/16/25 |                |                | 223.49-    |             | 1,708.86              |
| T26-00050                                                                   | Suter, Meredith         | EX26-00340 | M Suter Student Success Speciali:  | 12/16/25 |                |                |            | 1,275.00    | 433.86                |
| T26-00049                                                                   | Zoe T. Zannis           | EX26-00349 | Z Zannis Student Success Special   | 12/16/25 |                |                |            | 53.49       | 380.37                |
| T26-00049                                                                   | Zoe T. Zannis           | EX26-00350 | Z Zannis Student Success Special   | 12/16/25 |                |                |            | 170.00      | 210.37                |
|                                                                             |                         |            | Account Total                      | 12/31/25 | .00            | .00            | 1,708.86-  | 1,498.49    |                       |
| 990-5830-7339-6000-1000-511-90-0-7050 Contr.Services,CC Access              |                         |            |                                    |          |                |                |            |             |                       |
| T26-00050                                                                   | Suter, Meredith         | EN26-00322 | M Suter Student Success Speciali:  | 12/16/25 |                |                | 210.37-    |             | 210.37                |
| T26-00049                                                                   | Zoe T. Zannis           | EN26-00325 | Z Zannis Student Success Special   | 12/16/25 |                |                | 223.49-    |             | 433.86                |
| T26-00049                                                                   | Zoe T. Zannis           | EX26-00349 | Z Zannis Student Success Special   | 12/16/25 |                |                |            | 53.49       | 380.37                |
| T26-00049                                                                   | Zoe T. Zannis           | EX26-00350 | Z Zannis Student Success Special   | 12/16/25 |                |                |            | 170.00      | 210.37                |
|                                                                             |                         |            | Account Total                      | 12/31/25 | .00            | .00            | 433.86-    | 223.49      |                       |
| 990-5830-7339-6000-1000-512-90-0-7050 Contr.Services,CC Access              |                         |            |                                    |          |                |                |            |             |                       |
| T26-00050                                                                   | Suter, Meredith         | EN26-00322 | M Suter Student Success Speciali:  | 12/16/25 |                |                | 210.38-    |             | 210.38                |
| T26-00049                                                                   | Zoe T. Zannis           | EN26-00325 | Z Zannis Student Success Special   | 12/16/25 |                |                | 223.49-    |             | 433.87                |

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## Activity for Dates 12/01/2025 to 12/31/2025

Fiscal Year 2025/26

| Ref#                                                                       | Pay To Name              | Journal #  | Description                          | Trans Dt | Adopted Budget | Revised Budget | Encumbered   | Expenditure | Net Change to Balance |
|----------------------------------------------------------------------------|--------------------------|------------|--------------------------------------|----------|----------------|----------------|--------------|-------------|-----------------------|
| 990-5830-7339-6000-1000-512-90-0-7050 Contr.Services,CC Access (continued) |                          |            |                                      |          |                |                |              |             |                       |
| T26-00049                                                                  | Zoe T. Zannis            | EX26-00349 | Z Zannis Student Success Special     | 12/16/25 |                |                |              | 53.49       | 380.38                |
| T26-00049                                                                  | Zoe T. Zannis            | EX26-00350 | Z Zannis Student Success Special     | 12/16/25 |                |                |              | 170.00      | 210.38                |
|                                                                            |                          |            | Account Total                        | 12/31/25 | .00            | .00            | 433.87-      | 223.49      |                       |
| 990-5845-0000-6000-2700-000-90-0-0000 Legal,Unrest.,ROCP                   |                          |            |                                      |          |                |                |              |             |                       |
| T26-00076                                                                  | Atkinson Andelson Loya   | EN26-00307 | TVROP legal services 25-26 SY        | 12/11/25 |                |                | 1,584.19-    |             | 1,584.19              |
| T26-00076                                                                  | Atkinson Andelson Loya   | EX26-00320 |                                      | 12/11/25 |                |                |              | 1,584.19    |                       |
|                                                                            |                          |            | Account Total                        | 12/31/25 | .00            | .00            | 1,584.19-    | 1,584.19    |                       |
| 990-5846-0000-6000-1000-201-90-0-9925 Licensing,Sprts Med/AT,RO            |                          |            |                                      |          |                |                |              |             |                       |
|                                                                            |                          | BR26-00015 | GHS Sports Med SignUp Genius         | 12/16/25 |                | 108.00         |              |             | 108.00                |
|                                                                            | US Bank                  | EX26-00346 | US BANK DEC 2025                     | 12/16/25 |                |                |              | 107.89      | .11                   |
|                                                                            |                          |            | Account Total                        | 12/31/25 | .00            | 108.00         | .00          | 107.89      |                       |
| 990-5846-0000-6000-2700-000-90-0-0000 Licensing,Unrest.,ROCP               |                          |            |                                      |          |                |                |              |             |                       |
|                                                                            | US Bank                  | EX26-00346 | US BANK DEC 2025                     | 12/16/25 |                |                |              | 12.95       | 12.95-                |
| 990-5880-6388-6000-1000-000-90-0-1106 Transportation,SWG6,ROCP             |                          |            |                                      |          |                |                |              |             |                       |
|                                                                            |                          | BT26-00005 | UC Berkeley Field Trip transportat   | 12/04/25 |                | 1,599.00       |              |             | 1,599.00              |
| T26-00097                                                                  | Black Tie Transportation | EN26-00294 | Transportation-2/25/2026 UC Berk     | 12/04/25 |                |                | 1,598.85     |             | .15                   |
| T26-00091                                                                  | Black Tie Transportation | EN26-00317 | 12/10/25 field trip bus to Skyview / | 12/16/25 |                |                | 1,918.62-    |             | 1,918.77              |
| T26-00091                                                                  | Black Tie Transportation | EX26-00335 | 12/10/25 field trip bus to Skyview / | 12/16/25 |                |                |              | 1,918.62    | .15                   |
|                                                                            |                          |            | Account Total                        | 12/31/25 | .00            | 1,599.00       | 319.77-      | 1,918.62    |                       |
| 990-5880-9010-3800-1000-000-90-0-1455 Transportation,CTWI,Voc.             |                          |            |                                      |          |                |                |              |             |                       |
| T26-00100                                                                  | Black Tie Transportation | EN26-00305 | CTWI 1/15/2026 Field Trip transpc    | 12/08/25 |                |                | 683.91       |             | 683.91-               |
| T26-00080                                                                  | Black Tie Transportation | EN26-00316 | CTWI 11/13/25 Field Trip transpor    | 12/16/25 |                |                | 1,169.69-    |             | 485.78                |
| T26-00080                                                                  | Black Tie Transportation | EX26-00334 | CTWI 11/13/25 Field Trip transpor    | 12/16/25 |                |                |              | 1,169.69    | 683.91-               |
|                                                                            |                          |            | Account Total                        | 12/31/25 | .00            | .00            | 485.78-      | 1,169.69    |                       |
| 990-5930-0000-6000-2700-000-90-0-0000 Telephone,Unrest.,ROCP               |                          |            |                                      |          |                |                |              |             |                       |
| T26-00003                                                                  | Verizon Wireless         | EN26-00292 | Verizon Services - Jetpacks & iPa    | 12/01/25 |                |                | 277.16-      |             | 277.16                |
| T26-00003                                                                  | Verizon Wireless         | EX26-00294 | Verizon Services - Jetpacks & iPa    | 12/01/25 |                |                |              | 277.16      |                       |
|                                                                            |                          |            | Account Total                        | 12/31/25 | .00            | .00            | 277.16-      | 277.16      |                       |
| Total for Expense Accounts                                                 |                          |            |                                      |          | .00            | .00            | 2,021,337.99 | 493,542.75  | 2,514,880.74-         |

| Ref#                         | Pay To Name             | Journal #  | Description                       | Trans Dt | Adopted Budget | Revised Budget | Debit    | Credit | Net Change to Balance |
|------------------------------|-------------------------|------------|-----------------------------------|----------|----------------|----------------|----------|--------|-----------------------|
| 110-9720- - - - - Encum Res, |                         |            |                                   |          |                |                |          |        |                       |
| T26-00043                    | Mckinney, Mildred       | EN26-00301 | CalWorks Metrix Instructor 25-26  | 12/05/25 |                |                | 1,789.20 |        | 1,789.20-             |
| T26-00047                    | Castaneda, Adrian Marti | EN26-00303 | Adult Ed Student Services Advisor | 12/05/25 |                |                | 3,780.00 |        | 5,569.20-             |
| T26-00023                    | Schlick, Madison        | EN26-00309 | M SchlickTech Coordinator 25-26   | 12/11/25 |                |                | 6,869.29 |        | 12,438.49-            |
| T26-00047                    | Castaneda, Adrian Marti | EN26-00313 | Adult Ed Student Services Advisor | 12/11/25 |                |                | 3,360.00 |        | 15,798.49-            |

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ERP for California

Page 15 of 17

| Activity for Dates 12/01/2025 to 12/31/2025 |                                                                                                                                                                                                                                     |                        |                                    |          |                |                |           |          | Fiscal Year 2025/26   |
|---------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|------------------------------------|----------|----------------|----------------|-----------|----------|-----------------------|
| Ref#                                        | Pay To Name                                                                                                                                                                                                                         | Journal #              | Description                        | Trans Dt | Adopted Budget | Revised Budget | Debit     | Credit   | Net Change to Balance |
| Ref#                                        | Pay To Name                                                                                                                                                                                                                         | Journal #              | Description                        | Trans Dt | Adopted Budget | Revised Budget | Debit     | Credit   | Net Change to Balance |
| 110-9720-                                   | - - - - -                                                                                                                                                                                                                           | Encum Res, (continued) |                                    |          |                |                |           |          |                       |
| T26-00049                                   | Zoe T. Zannis                                                                                                                                                                                                                       | EN26-00314             | Z Zannis Student Success Special   | 12/11/25 |                |                | 1,530.00  |          | 17,328.49-            |
| T26-00023                                   | Schlick, Madison                                                                                                                                                                                                                    | EN26-00321             | M SchlickTech Coordinator 25-26    | 12/16/25 |                |                | 3,972.37  |          | 21,300.86-            |
| T26-00050                                   | Suter, Meredith                                                                                                                                                                                                                     | EN26-00322             | M Suter Student Success Speciali   | 12/16/25 |                |                | 2,225.69  |          | 23,526.55-            |
| T26-00047                                   | Castaneda, Adrian Marti                                                                                                                                                                                                             | EN26-00323             | Adult Ed Student Services Advisor  | 12/16/25 |                |                | 2,100.00  |          | 25,626.55-            |
| T26-00049                                   | Zoe T. Zannis                                                                                                                                                                                                                       | EN26-00325             | Z Zannis Student Success Special   | 12/16/25 |                |                | 2,313.86  |          | 27,940.41-            |
| Account Total                               |                                                                                                                                                                                                                                     |                        |                                    | 12/31/25 | .00            | .00            | 27,940.41 | .00      |                       |
| 990-9720-                                   | - - - - -                                                                                                                                                                                                                           | Encum Res,             |                                    |          |                |                |           |          |                       |
| T26-00096                                   | Dublin High School                                                                                                                                                                                                                  | EN26-00280             | Catering-11/5/25 Advisory Dinner   | 12/01/25 |                |                |           | 1,875.00 | 1,875.00              |
| T26-00085                                   | NorCal DECA                                                                                                                                                                                                                         | EN26-00281             | T. Raaker 2026 NorCal Advisor Re   | 12/01/25 |                |                | 85.00     |          | 1,790.00              |
| T26-00086                                   | NorCal DECA                                                                                                                                                                                                                         | EN26-00282             | D. Coleman 2026 NorCal Advisor     | 12/01/25 |                |                | 85.00     |          | 1,705.00              |
| T26-00090                                   | NorCal DECA                                                                                                                                                                                                                         | EN26-00283             | B. Udoutch 2026 NorCal Advisor F   | 12/01/25 |                |                | 85.00     |          | 1,620.00              |
| T26-00093                                   | NorCal DECA                                                                                                                                                                                                                         | EN26-00284             | M. Akrami 2026 NorCal Advisor R    | 12/01/25 |                |                | 85.00     |          | 1,535.00              |
| T26-00065                                   | Dublin Unified School Di                                                                                                                                                                                                            | EN26-00285             | 2025/2026 Two (2) Career Pathwa    | 12/01/25 |                |                | 6,237.71  |          | 4,702.71-             |
| T26-00042                                   | FN CO FOOD SERVICE                                                                                                                                                                                                                  | EN26-00286             | SY 2025-2026 MC Student Lunch      | 12/01/25 |                |                | 12,293.70 |          | 16,996.41-            |
| T26-00035                                   | Pleasanton Unified Schc                                                                                                                                                                                                             | EN26-00287             | 25-26 SY A. Brown LPC MC Coor      | 12/01/25 |                |                | 38,978.54 |          | 55,974.95-            |
| T26-00087                                   | San Ramon Marriott                                                                                                                                                                                                                  | EN26-00288             | T.Raaker,Advisor NorCal Housing    | 12/01/25 |                |                | 333.18    |          | 56,308.13-            |
| T26-00088                                   | San Ramon Marriott                                                                                                                                                                                                                  | EN26-00289             | D. Coleman,Advisor NorCal Housi    | 12/01/25 |                |                | 333.18    |          | 56,641.31-            |
| T26-00089                                   | San Ramon Marriott                                                                                                                                                                                                                  | EN26-00290             | B. Udoutch,Advisor NorCal Housir   | 12/01/25 |                |                | 333.18    |          | 56,974.49-            |
| T26-00094                                   | San Ramon Marriott                                                                                                                                                                                                                  | EN26-00291             | M Akrami, Advisor NorCal Housing   | 12/01/25 |                |                | 333.18    |          | 57,307.67-            |
| T26-00003                                   | Verizon Wireless                                                                                                                                                                                                                    | EN26-00292             | Verizon Services - Jetpacks & iPa  | 12/01/25 |                |                | 277.16    |          | 57,584.83-            |
| T26-00098                                   | Precision for Collision, Ir                                                                                                                                                                                                         | EN26-00293             | Repair: LHS Paint Booth            | 12/04/25 |                |                |           | 685.55   | 56,899.28-            |
| T26-00097                                   | Black Tie Transportation                                                                                                                                                                                                            | EN26-00294             | Transportation-2/25/2026 UC Berk   | 12/04/25 |                |                |           | 1,598.85 | 55,300.43-            |
| T26-00011                                   | Amazon Web Services,                                                                                                                                                                                                                | EN26-00295             | AWS data storage 2025-26 SY        | 12/05/25 |                |                | 68.89     |          | 55,369.32-            |
| T26-00004                                   | Caltronics Business Sys                                                                                                                                                                                                             | EN26-00296             | Caltronics copier lease 25-26 SY   | 12/05/25 |                |                | 497.56    |          | 55,866.88-            |
| T26-00040                                   | Comcast                                                                                                                                                                                                                             | EN26-00297             | TVROP DO internet, & cable servi   | 12/05/25 |                |                | 439.01    |          | 56,305.89-            |
| T26-00096                                   | Dublin High School                                                                                                                                                                                                                  | EN26-00298             | Catering-11/5/25 Advisory Dinner   | 12/05/25 |                |                | 1,875.00  |          | 58,180.89-            |
| T26-00045                                   | Glushenko, Joelle                                                                                                                                                                                                                   | EN26-00299             | J Glushenko 25-26 TVROP Projec     | 12/05/25 |                |                | 2,550.00  |          | 60,730.89-            |
| T26-00002                                   | Livermore Sanitation Inc                                                                                                                                                                                                            | EN26-00300             | R Barnard 25-26 LHS Solid Waste    | 12/05/25 |                |                | 238.74    |          | 60,969.63-            |
| T26-00024                                   | ReadyRefresh by Nestle                                                                                                                                                                                                              | EN26-00302             | Middle College water services & re | 12/05/25 |                |                | 142.07    |          | 61,111.70-            |
| T26-00013                                   | Aramark Uniform Servic                                                                                                                                                                                                              | EN26-00304             | LHS Auto Shop SY 2025-26 towel     | 12/05/25 |                |                | 63.23     |          | 61,174.93-            |
| T26-00100                                   | Black Tie Transportation                                                                                                                                                                                                            | EN26-00305             | CTWI 1/15/2026 Field Trip transpc  | 12/08/25 |                |                |           | 683.91   | 60,491.02-            |
| T26-00098                                   | Precision for Collision, Ir                                                                                                                                                                                                         | EN26-00306             | Repair: LHS Paint Booth            | 12/09/25 |                |                | 685.55    |          | 61,176.57-            |
| T26-00076                                   | Atkinson Andelson Loya                                                                                                                                                                                                              | EN26-00307             | TVROP legal services 25-26 SY      | 12/11/25 |                |                | 1,584.19  |          | 62,760.76-            |
| Selection                                   | Filtered by User Permissions, (Org = 79, Online/Offline = N, Fiscal Year = 2026, Start Date = 12/1/2025, End Date = 12/31/2025, Unposted JEs? = N, Assets and Liabilities? = N, Restricted? = Y, Obj Digits = 0, Page Break Lvl = ) |                        |                                    |          |                |                |           |          | ERP for California    |

Activity for Dates 12/01/2025 to 12/31/2025

Fiscal Year 2025/26

| Ref#      | Pay To Name              | Journal #              | Description                          | Trans Dt | Adopted Budget | Revised Budget | Debit    | Credit       | Net Change to Balance |
|-----------|--------------------------|------------------------|--------------------------------------|----------|----------------|----------------|----------|--------------|-----------------------|
| 990-9720- | - - - - -                | Encum Res, (continued) |                                      |          |                |                |          |              |                       |
| T26-00012 | Caltronics Business Sys  | EN26-00308             | 25-26 Caltronics usage-Maint agre    | 12/11/25 |                |                | 266.59   |              | 63,027.35-            |
| T26-00023 | Schlick, Madison         | EN26-00309             | M SchlickTech Coordinator 25-26      | 12/11/25 |                |                | 117.23   |              | 63,144.58-            |
| T26-00052 | ODP Business Solutions   | EN26-00310             | FHS Marketing office supplies 25/    | 12/11/25 |                |                | 26.13    |              | 63,170.71-            |
| T26-00053 | ReadyRefresh by Nestle   | EN26-00311             | TVROP DO water services & rent       | 12/11/25 |                |                | 79.11    |              | 63,249.82-            |
| T26-00056 | Williams, Terresa        | EN26-00312             | SW Pathway Coordinator SY 25-2       | 12/11/25 |                |                | 3,105.00 |              | 66,354.82-            |
| T26-00049 | Zoe T. Zannis            | EN26-00314             | Z Zannis Student Success Special     | 12/11/25 |                |                | 935.00   |              | 67,289.82-            |
| T26-00051 | Zoe T. Zannis            | EN26-00315             | LVJUSD MCEC Dual Enrollment Z        | 12/11/25 |                |                | 1,870.00 |              | 69,159.82-            |
| T26-00080 | Black Tie Transportation | EN26-00316             | CTWI 11/13/25 Field Trip transpor    | 12/16/25 |                |                | 1,169.69 |              | 70,329.51-            |
| T26-00091 | Black Tie Transportation | EN26-00317             | 12/10/25 field trip bus to Skyview / | 12/16/25 |                |                | 1,918.62 |              | 72,248.13-            |
| T26-00079 | Del Valle High School    | EN26-00318             | 25/26 Catering for TEC Meetings      | 12/16/25 |                |                | 550.00   |              | 72,798.13-            |
| T26-00042 | FN CO FOOD SERVICE       | EN26-00319             | SY 2025-2026 MC Student Lunch        | 12/16/25 |                |                | 2,436.53 |              | 75,234.66-            |
| T26-00045 | Glushenko, Joelle        | EN26-00320             | J Glushenko 25-26 TVROP Projec       | 12/16/25 |                |                |          | 3,315.00     | 71,919.66-            |
| T26-00023 | Schlick, Madison         | EN26-00321             | M SchlickTech Coordinator 25-26      | 12/16/25 |                |                | 67.79    |              | 71,987.45-            |
| T26-00050 | Suter, Meredith          | EN26-00322             | M Suter Student Success Speciali     | 12/16/25 |                |                | 6,614.31 |              | 78,601.76-            |
| T26-00051 | Zoe T. Zannis            | EN26-00324             | LVJUSD MCEC Dual Enrollment Z        | 12/16/25 |                |                | 3,017.50 |              | 81,619.26-            |
| T26-00049 | Zoe T. Zannis            | EN26-00325             | Z Zannis Student Success Special     | 12/16/25 |                |                | 1,043.64 |              | 82,662.90-            |
|           |                          | PR26-00018             | Salary Encumbrance between 01/       | 12/31/25 |                |                |          | 2,131,941.30 | 2,049,278.40          |
|           |                          |                        | Account Total                        | 12/31/25 |                |                | .00      | .00          | 90,821.21             |
|           |                          |                        |                                      |          |                |                | .00      | .00          | 118,761.62            |
|           |                          |                        |                                      |          |                |                |          |              | 2,140,099.61          |
|           |                          |                        |                                      |          |                |                |          |              | 2,021,337.99          |

Total for Org 079-Tri-Valley Regional Occupational Program

|          | Starting Balance | + Revenues | - Encumbrances | - Expenditures |
|----------|------------------|------------|----------------|----------------|
| Budgeted |                  |            |                |                |
| Actual   |                  | 410,588.18 | 2,021,337.99   | 493,542.75     |

Selection Filtered by User Permissions, (Org = 79, Online/Offline = N, Fiscal Year = 2026, Start Date = 12/1/2025, End Date = 12/31/2025, Unposted JEs? = N, Assets and Liabilities? = N, Restricted? = Y, Obj Digits = 0, Page Break Lvl = )

ERP for California

Page 17 of 17

## 7. C. Approval of the Purchase Order Summary – December 1 – December 31, 2025

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### Quick Summary / Abstract

The Board will consider the approval of the purchase order summary which shows encumbrances for the District funds for the period noted.

### Supporting Documents



[Purchase Order Summary 12-1-2025 to 12-31-2025](#)

**Includes Purchase Orders dated 12/01/2025 - 12/31/2025**

| <b>PO Number</b>           | <b>Vendor Name</b>            | <b>Loc</b> | <b>Description</b>                       | <b>Fund Object</b> | <b>Account Amount</b> |
|----------------------------|-------------------------------|------------|------------------------------------------|--------------------|-----------------------|
| T26-00096                  | Dublin High School            | 000        | Catering-11/5/25 Advisory Dinner         | 990-5830           | 1,875.00              |
| T26-00097                  | Black Tie Transportation      | 000        | Transportation-2/25/2026 UC Berkeley     | 990-5880           | 1,598.85              |
| T26-00098                  | Precision for Collision, Inc. | 000        | Repair: LHS Paint Booth                  | 990-5670           | 685.55                |
| T26-00099                  | ACSIG Workers Comp            | 000        | 2025-2026 Workers' Compensation Coverage | 990-9509           | 42,994.00             |
| T26-00100                  | Black Tie Transportation      | 000        | CTWI 1/15/2026 Field Trip transportation | 990-5880           | 683.91                |
| <b>Total Number of POs</b> |                               |            | <b>5</b>                                 | <b>Total</b>       | <b>47,837.31</b>      |

**Fund Recap**

| <b>Fund</b> | <b>Description</b> | <b>PO Count</b> | <b>Amount</b> |
|-------------|--------------------|-----------------|---------------|
| 990         | General Fund       | 5               | 47,837.31     |

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

## 7. D. Acceptance of Donations

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### Quick Summary / Abstract

The Board will consider approval of donations received up to January 16, 2026.

### Supporting Documents



[Approval of Donations](#)



Tri-Valley Regional Occupational Program  
Joint Powers Governing Board Meeting of  
January 21, 2025  
Approval of Donations

| <u>Date</u> | <u>Program</u> | <u>Description</u>  | <u>Amount</u>              |
|-------------|----------------|---------------------|----------------------------|
| 12/08/2025  | Automotive     | BMW                 | \$2,000.00 Estimated Value |
| 12/15/2025  | Automotive     | Jeep Grand Cherokee | \$2,500.00 Estimated Value |

## 7. E. Construction Technology II Course Outline

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### Quick Summary / Abstract

The Board will consider approval of the Construction Technology II Course Outline.

### Supporting Documents



[Construction Technology II Course Outline](#)

TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM – CAREER TECHNICAL EDUCATION  
Standardized Course Outline Format Approved by CTEIG Technical Assistance Provider  
*[Pending Board Approval]*

|                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| COURSE TITLE            | Construction Technology II                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| DATE                    | 12/2/25                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| INDUSTRY SECTOR/PATHWAY | Building and Construction                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| COURSE DESCRIPTION      | <p><b>TVROP Construction Technology II</b> is a capstone course designed for students who have successfully completed Construction Technology I or other relevant coursework such as woodworking or welding. This advanced course prepares students to pursue work opportunities within the building and construction trades by expanding their technical skills, leadership abilities, and workplace readiness.</p> <p>Second-year students take on elevated responsibilities—serving as managers, instructors, and mentors. They guide project teams, and “train” their crews, strengthening their work ethic, organization, and leadership capacity. These experiences help students develop the maturity, confidence, and professional character needed for higher-level entry into the workforce and a deeper appreciation for career development.</p> <p>Building on foundational skills from their first year, this course focuses on both residential and commercial construction. Students further develop entry-level competencies in areas such as carpentry, electrical, plumbing, and general construction. Emphasis is placed on production methods, craftsmanship, and the proper use of materials. Core technical skills include construction math, measurement, scaled drawings, blueprint reading, jobsite safety, and the effective use of hand and power tools.</p> <p>Through hands-on projects—ranging from small builds to complex construction tasks—students apply technology and real-world problem solving to deepen their understanding. Integrated throughout the course are essential 21st century skills, including communication, teamwork, work ethics, critical thinking, and job-related competencies that support success in the construction industry and beyond.</p> |

|                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                    | <p>This course also satisfies requirements for the Multi-Craft Core Curriculum (MC3) certificate, aligning with the pre-requisites and standards designed by the North American Building Trades National Apprenticeship and Training Committee.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| OCCUPATIONS FOR IDENTIFIED PATHWAY | <p>Various construction trades including: bricklayers, boilermakers, carpenters, electricians, elevator constructors, HVAC technicians, insulators, ironworkers, laborers, painters, plasterers, cement masons, plumbers/pipefitters, sheet metal workers, and more.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| COURSE GOALS                       | <ul style="list-style-type: none"> <li>● <b>Further Development:</b> The overall goal is the further development of student work ethic, organizational, and leadership skills. This is intended to provide students with the advanced maturity and character associated with a higher workforce entry level and a greater appreciation of the career development process.</li> <li>● <b>Leadership and Work Readiness:</b> The course provides returning students the opportunity to expand their construction knowledge, experience, and workplace readiness by assuming the leadership roles of manager, instructor, and mentor associated with the construction industry</li> <li>● <b>Industry Awareness:</b> The course provides students with knowledge of unions, the building and construction trades, and local apprenticeship programs. This is intended to provide students a foundation on which to apply to one or more trades of their choice after high school.</li> <li>● <b>Personal Employment Planning:</b> This course also provides personal employment planning for students looking to enter the trades after high school through one-on-one and/or small group case management.</li> <li>● <b>Skill Expansion:</b> Students will expand their construction knowledge and experience. The program builds upon the Construction Tech I course requirements and focuses on residential and commercial construction.</li> <li>● <b>Applied Academics:</b> It is designed to teach basic construction skills through construction projects that will generate interest in applied math and increase the student's likelihood of success.</li> </ul> |

|                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                   | <ul style="list-style-type: none"> <li>● <b>Essential Skills:</b> Integrated throughout the course are foundation standards which include communication, work ethics, interpersonal/team skills, critical thinking, and related employment skills essential to the 21st century employment arena.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| COURSE OBJECTIVES | <p><b>Applied Skills and Knowledge</b></p> <ul style="list-style-type: none"> <li>● <b>Expand Construction Knowledge:</b> Students will expand their construction knowledge, experience, and workplace readiness.</li> <li>● <b>Apply Math Skills:</b> Students will apply the four basic math skills (add, subtract, multiply, and divide) with whole numbers, fractions, decimals, and percents using real-world construction related tasks.</li> <li>● <b>Master Measurement/Formulas:</b> Students will acquire accurate measuring techniques, work with fractions and their decimal conversions, and perform basic computation with common construction formulas.</li> <li>● <b>Understand Blueprints:</b> Students will gain a basic understanding of scale, recognize common symbols used in reading prints, and identify the five components of a set of residential blueprints (Plans, Elevations, Sections, Details, and Specifications).</li> <li>● <b>Tools and Materials:</b> Students will be able to identify the standard tools and materials of the trades and understand their intended uses.</li> </ul> <p><b>Leadership and Professional Readiness</b></p> <ul style="list-style-type: none"> <li>● <b>Assume Leadership Roles:</b> Students will assume the leadership roles of manager, instructor, and mentor associated with the construction industry.</li> <li>● <b>Lead Operations:</b> Second-year students will lead field operations and will be asked to "train" their crews.</li> <li>● <b>Improve Professional Traits:</b> Students will further develop work ethic, organizational, and leadership skills.</li> <li>● <b>Model Employee Skills:</b> Students will learn about qualifications, positive</li> </ul> |

|                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                          | <p>work ethics, and skills of a valuable employee.</p> <ul style="list-style-type: none"> <li>• <b>Job Searching:</b> Students who desire to enter the trades will explore and apply for the apprenticeship(s) of their choice.</li> </ul> <p><b>Safety and Regulations</b></p> <ul style="list-style-type: none"> <li>• <b>Execute Safety Practices:</b> Students will understand the importance of safe practices and describe, define, illustrate, and execute general safety rules as they relate to the construction industry.</li> <li>• <b>Identify Hazards:</b> Students will be able to identify safe and unsafe working conditions and anticipate potential dangers.</li> <li>• <b>Apply Cal-OSHA:</b> Students will define and execute Cal-OSHA practices, injury reporting, first aid, and proper housekeeping.</li> </ul> |
| PREREQUISITES            | Completion of Construction Technology 1 or other relevant coursework such as woodworking or welding, Algebra 1 recommended                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| ACADEMIC CREDIT          | 20 credits                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| CERTIFICATE              | OSHA 10                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| ARTICULATION             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| UC A-G APPROVED          | (pending) College-Preparatory Elective (G) / Interdisciplinary                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| INSTRUCTIONAL STRATEGIES | <p>Instructional Strategies:</p> <p><b>Real-World Problem Solving:</b> Students acquire skills through the use of technology and real world problem solving as they move through the execution of small to large construction projects.</p> <p><b>Integrated Academics / CTE:</b> The course is designed to teach basic construction skills with construction projects that will generate interest in applied math.</p>                                                                                                                                                                                                                                                                                                                                                                                                                |

|                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                     | <p><b>Technology Integration:</b> The acquisition of math skills is supplemented with the integration of technology, videos, and construction calculators.</p> <p><b>Project-Based Learning (PBL):</b> Students engage in continuous, on-going construction projects in support of the school campus, local public entities, partnering local high schools, and the general public. Projects range from one hour to ten months , with examples including construction of a skill block to practice measurements and a 4x4x6 framing project.</p> <p><b>Teamwork and Peer Review:</b> Students are assigned to a crew and engage in peer support and collaborative working. Students also peer edit and review their drafting plans.</p> <p><b>Industry Connection:</b> Strategies include a potential field trip to an architect and/or engineers office / class visitation to observe professionals at work and learn about timelines and careers.</p> <p><b>Leadership Roles:</b> Second-year students assume the leadership roles of manager, instructor, and mentor.</p> <p><b>Instruction and Training:</b> Second-year students lead field operations and are asked to "train" their crews.</p> <p><b>Develop/Present Content:</b> Second-year students develop/present/instruct safety modules, develop/present hands-on mathematics activities, and present architectural and engineering drawing scales.</p> <p><b>Supervisory and Coaching:</b> Second-year students conduct supervisory activities related to construction processes and crew management. They also coach first-year students through various roles in their fictitious construction company.</p> <p><b>Critique and Evaluation:</b> Second-year students critique the performance and results of first-year groups on assignments.</p> |
| INSTRUCTIONAL MATERIALS / TEXTBOOKS | <p>Textbooks:</p> <ul style="list-style-type: none"> <li>• <i>Carpentry &amp; Building Construction</i> by Mark Feirer</li> <li>• <i>Electrical Wiring Residential</i> by Ray C. Mullin and Phil Simmons</li> <li>• <i>Modern Plumbing</i> by E. Keith Blankenbaker</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

|  |                                                                                                                                                                                                                                                                           |
|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <ul style="list-style-type: none"><li>• Multi-Craft Core Curriculum (MC3)</li></ul> <p>Building Materials:</p> <ul style="list-style-type: none"><li>• Lumber</li><li>• Nails/screws</li><li>• Electrical materials</li><li>• Additional construction materials</li></ul> |
|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM – CAREER TECHNICAL EDUCATION  
Standardized Course Outline Format Approved by CTEIG Technical Assistance Provider  
*[Pending Board Approval]*

CTE KNOWLEDGE AND PERFORMANCE ANCHOR STANDARDS - (Essential Employability Skills)

|                                                                                                                                                                                                                                                                                     |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1. Academics</b><br>Analyze and apply appropriate academic standards required for successful industry sector pathway completion leading to postsecondary education and employment. Refer to the industry sector alignment matrix for identification of standards.                |
| <b>2. Communications</b><br>Acquire and use accurately Building and Construction Trades sector terminology and protocols for communicating effectively in oral, written, and multimedia formats.                                                                                    |
| <b>3. Career Planning and Management</b><br>Integrate multiple sources of career information from diverse formats to make informed career decisions and manage personal career plans.                                                                                               |
| <b>4. Technology</b><br>Use existing and emerging technology to investigate, research, and produce products and services as required in the industry sector workplace environment.                                                                                                  |
| <b>5. Problem Solving and Critical Thinking</b><br>Create alternative solutions to answer a question or solve a problem unique to the Building and Construction Trades, using critical and creative thinking, logical reasoning, analysis, inquiry, and problem-solving techniques. |
| <b>6. Health and Safety</b><br>Demonstrate health and safety policies, procedures, regulations, and personal health practices related to the Building and Construction Trades sector workplace environment.                                                                         |
| <b>7. Responsibility and Flexibility</b><br>Demonstrate behaviors that reflect personal and professional responsibility, flexibility, and respect in the Building and Construction Trades sector workplace environment and community settings.                                      |
| <b>8. Ethics and Legal Responsibilities</b>                                                                                                                                                                                                                                         |

Practice professional, ethical, and legal behavior consistent with applicable laws, regulations, and organizational norms.

**9. Leadership and Teamwork**

Work with peers to promote effective leadership, group dynamics, team and individual decision-making, benefits of workforce diversity, and conflict resolution.

**10. Technical Knowledge and Skills**

Apply essential technical knowledge and skills common to all pathways in the Building and Construction Trades sector.

**11. Demonstration and Application**

Demonstrate and apply the knowledge and skills contained in the anchor standards, pathway standards, career technical student organizations, and performance indicators in classroom, laboratory and/or workplace settings.

TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM – CAREER TECHNICAL EDUCATION  
Standardized Course Outline Format Approved by CTEIG Technical Assistance Provider  
[Pending Board Approval]

| COURSE OUTLINE - SUMMARY VIEW<br>INSTRUCTIONAL UNITS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Key Assignments / Capstone Projects                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Anchor Standards                  | Pathway Standards |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|-------------------|
| <p><b>Unit 1: Occupational Safety and Administration</b></p> <p>Students will develop/present/instruct safety modules addressing safe practices associated with the construction environment and reporting processes. Cal-OSHA practices, reporting and data will be addressed. Students will execute all safety training delivery and assessments. Each student will select a specific Cal-OSHA safety regulation to be presented to the group and will guide the group through the above described process. The student will critique the group's performance/results.</p> | <p><i>*Safety First Critical Thinking Logic Chains: Students will develop their reasoning ability by first writing hypotheses and conclusions regarding shop and tool safety. They'll further develop their use of logic by creating logical chains describing the cause and effect of following the rules. Students will develop safety-related scenarios representing various construction situations/conditions allowing students the opportunity to identify/resolve/report common job site safety violations in a real world setting.</i></p> <p><i>*The Do's and Don'ts of Cal-OSHA: Working in groups, students will create a presentation, using their selected media, illustrating a Cal-OSHA regulation. Within their presentation, students will need to distinguish between the correct and incorrect way to perform the task as related to their topic, and understand the necessity of performing the task properly. Students will need to research their topic online and provide a written summary of the regulation and an analysis of five key</i></p> | <p><b>6.0, 6.1, 6.7, 6.11</b></p> | <p>10.2, 11.2</p> |

|                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                  |                               |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-------------------------------|
|                                                                                                                                                                                                                                                            | <p><i>safety points as they apply to the construction industry.</i></p> <p><i>Each student will select a specific Cal-OSHA safety regulation to be presented to the group and will guide the group through the above described process. The students will critique each other's performance/results.</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                  |                               |
| <p><b>Unit 2: Construction Mathematics</b></p> <p>Second-year students will develop/present hands-on activities/projects that will illustrate and re-enforce the critical role mathematics occupies in the successful execution of construction tasks.</p> | <p><i>Estimation is Okay: Display several objects that are appropriately measured with different units such as a paper clip, a pencil, a mug, a textbook, etc. Have students discuss what measurement is most appropriate for determining the length of the object. Make a list of measurements, such as 20cm, 2m, 15mm, 1 ft, 1 yd and 6 in. Have students go on a scavenger hunt around the room with a tape measure to find objects as close to the given lengths as possible.</i></p> <p><i>Students will develop a "Round Robin" field exercise that will require students to measure various objects,(large and small), utilizing multiple units of measure to include transferring measurements to larger denominations (inches to feet, etc.) Students will move from one station to the next as types of measurements vary. Accuracy assessment will occur at each station.</i></p> <p><i>Teamwork is What Wins: Set up stations around the shop and place team members at each location. Students will find a box at the stations</i></p> | <p><b>1.0, 5.0, 5.2, 5.3</b></p> | <p>A1.3, A1.4, A3.3, A3.4</p> |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                     |                                                  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|--------------------------------------------------|
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <p><i>filled with note cards containing math problems, measuring tasks and calculating tasks. A team member begins at Station #1 and selects a card from the box. Students must complete a math problem, a measuring task and a calculation task to advance to Station #2. By successfully completing the task, the student releases, or tags", his or her team member, sending them on to the next station and repeating the process. The first team to move its members successfully through all of the stations wins.</i></p> <p><i>Students will develop construction related tasks that will require the selection of the appropriate mathematical process associated with the completion of the established task. This process will not only measure the ability to execute a mathematical procedure, it will also determine the ability to select the proper mathematical procedure.</i></p> |                                     |                                                  |
| <p><b>Unit 3: Introduction to Blueprint Reading</b></p> <p>Second year students will build a full scale model of a "doghouse" complete with floor, wall and roof framing from which the students must accurately depict floor plans, elevation plans and wall framing plans to scale. Students will then be tasked with developing an accurate material list and material cost. Second year students will evaluate the accuracy of the results and the productive</p> | <p>Field Trip to Architect and/or Engineers Office / Class Visitation: This field trip would provide students with the opportunity to observe Building and Construction Trades professionals at work as they create the design, draw the plans and identify specifications for a project. The students will understand the schedule and timelines associated with projects and enable the students</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <p><b>4.0, 10.0, 10.1, 10.3</b></p> | <p><b>A1.5, A1.6, A1.7, A1.9, A3.0, A3.6</b></p> |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                      |                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|--------------------------------------|
| <p>collaboration of students within the crew throughout the process.</p>                                                                                                                                                                                                                                                                                                                                                                                     | <p>to experience the remote coordination of a project from off-site as well as become familiar with possibilities and a broad range of careers within the construction industry.</p> <p>Similarity/Scaling Up: Students select an everyday object (e.g. a toothbrush, a smart phone, a puzzle piece, a box or a book) to enlarge in size by a specific scale factor (percentage). Students use an architect or engineering scale to measure for the enlargement. Students will study how changes in dimensions affect surface area and volume. Students will present both the architectural and engineering drawing scales associated with the construction industry and will explain where to expect the use of these different scales. Students will be guided through the execution of a scaled drawing of an item of the students choosing. Students will become aware of the shape's complexity as they attempt to depict the object in an accurate drawing.</p> |                                      |                                      |
| <p><b>Unit 4: The Science of Building - Study of Tools, Materials and Fasteners</b></p> <p>Second-year students will conduct classroom instruction combined with field training associated with above-described materials, hand tools, power tools and construction-related hardware to include all related safety training associated with the proper handling, usage and installation of referenced tools, materials, related hardware and procedures.</p> | <p>Doghouse - Initial Project: Students will receive sample specifications for a doghouse structure. They will use their knowledge of blueprint drawings to design their own doghouse and estimate the hours and required materials to complete the project. The plywood will be laid out and measured by the student. Once the drawings, bill of materials and measurements have</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <p><b>10.0, 10.5, 11.0, 11.1</b></p> | <p><b>A4.0, A4.1, A5.1, A6.0</b></p> |

|  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |  |
|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
|  | <p>been inspected by the instructor, students will use their knowledge of tools, materials and fasteners to complete the project. Following the completion of the project, students will write a self-evaluation of their performance in the construction of their projects. Students need to justify the grade they gave themselves, describe their successes, difficulties, mistakes and most importantly what they learned throughout the project process.</p> <p>On-Going Construction Projects: Upon satisfactory completion of the above described "Doghouse" project students will engage multiple construction projects in support of the school campus, local public entities, partnering local high schools and the general public. In an effort to create a "real world" work environment, students are assigned to a crew which engages the construction process as described above. Individuals are assigned rotating crew positions including foreman/leadership roles and engage the "start to finish" process which includes routine project progress and evaluation. These projects range in scope from 1 hour to 10 month durations.</p> <p>Students, utilizing their accrued leadership/organizational skills, will conduct supervisory activities directly</p> |  |  |
|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|

|  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |
|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
|  | <p>related to the construction processes and crew management associated with the planning, material cost/acquisition and construction activities of an initial "Doghouse Project" progressing into an ongoing construction environment engaging multiple projects of various size and complexity using pre-established procedures. See the list below for examples of actual completed projects.</p> <ul style="list-style-type: none"> <li>• Construction of a 4' by 4' timber-framed classroom mockup to include all concrete, timber-framing, roofing, sheet metal flashing, staining, railings supported by concrete piers.</li> <li>• Multiple fully finished 40 sq. ft. garden sheds.</li> <li>• Installation of 20 lf. Of compressed air piping.</li> <li>• 6 ft. W x 2 ft. D x 8 ft. L Urban Garden planter boxes.</li> <li>• 32 sq. ft. fully functional urban garden greenhouse.</li> <li>• 100 lf. W x 8 ft. H x 100 ft. L neighbor fence.</li> </ul> |  |  |
|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|

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|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|-------------------------------|
| <p><b>Unit 5: Introduction to Construction Organizations</b></p> <p>Second year students will continuously emphasize the role employees play within businesses/corporations. The ability to enter the construction industry at the corporate level and the professional careers associated with construction will be routinely explored. Students will be evaluated daily regarding their work ethic and soft skills and the value of these positive traits as it applies to their growth and advancement within the construction industry.</p> | <p>The student will research a construction company and identify the entity's structure type, five positions within the organization and their responsibilities. They will use that company as a template and create their own small construction company with a similar organizational chart, job titles and descriptions. Students are encouraged to come up with a company name, mission statement, organizational goals, resumes and job descriptions. Students will take turns coaching each other through their various roles while their "company" successfully engages and completes multiple construction projects throughout the year.</p> | <p><b>3.0, 3.4, 3.8, 9.0, 9.1</b></p> | <p>11.0, 11.1, 10.2, B2.0</p> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|-------------------------------|

TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM – CAREER TECHNICAL EDUCATION  
Standardized Course Outline Format Approved by CTEIG Technical Assistance Provider  
*[Pending Board Approval]*

| <b>Course Outline-Detail View</b> | <b>Key Assignments / Capstone Projects</b>                                                                       | <b>Anchor Standards</b> | <b>Pathway Standards</b>  |
|-----------------------------------|------------------------------------------------------------------------------------------------------------------|-------------------------|---------------------------|
| Field Trips and Guest Speakers    | Students will attend field trips and hear from guest speakers and industry partners from the construction field. | <b>3</b>                | 3.0                       |
| Construction Projects             | Students will complete various projects to prepare them for the construction field.                              | <b>5,6,9,10,11</b>      | 5.0, 6.0, 9.0, 10.0, 11.0 |

## 8. CONSENT - RESOLUTIONS

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### Quick Summary / Abstract

The Consent – Resolutions are for items that require the approval of the Board but are routine in nature. The Board acts upon these items in Roll Call vote. Any member of the Board, administration, or public may request that an item be pulled from the Consent-Resolutions and discussed and/or acted upon separately under Deferred consent.

### Quick Summary / Abstract

Education Code Section 42632 states each order drawn on the funds of a school district shall be signed by at least a majority of the Governing Board or by a person or persons authorized by the Governing Board and said Governing Board signatures shall be updated annually with the residing County Office of Education.

### Supporting Documents



[Resolution No. 2025-26.8 – Board Members Signature Card](#)

**BEFORE THE JOINT POWERS GOVERNING BOARD  
OF THE TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
COUNTY OF ALAMEDA, STATE OF CALIFORNIA**

|                                                                                                           |
|-----------------------------------------------------------------------------------------------------------|
| <b>RESOLUTION NO. 2025-26.8<br/>For 2026<br/>SIGNATURE CARD - BOARD MEMBERS<br/>AUTHORIZED SIGNATURES</b> |
|-----------------------------------------------------------------------------------------------------------|

TO THE ALAMEDA COUNTY SUPERINTENDENT OF SCHOOLS:

WHEREAS, pursuant to Education Code Section 42632 for K-12 Education and Section 85232 for Community Colleges, each order drawn on the funds of a school district shall be signed by at least a majority of the members of the Governing Board of the district, or by a person or persons authorized by the Governing Board to sign orders in its name; and

WHEREAS, the Governing Board of each school district shall be responsible for filing such signatures with the County Office of Education per Education Code Section 42633; and

WHEREAS, this resolution supersedes all previous resolutions representing signatures of the Governing Board, and declares said prior resolutions null and void;

NOW, THEREFORE BE IT RESOLVED that the following signatures are those of each member presently serving on the Governing Board:

|                       |                                     |
|-----------------------|-------------------------------------|
| 1. _____<br>Signature | _____<br>Kristin Speck<br>Type Name |
| 2. _____<br>Signature | _____<br>Emily Prusso<br>Type Name  |
| 3. _____<br>Signature | _____<br>Laurie Walker<br>Type Name |

**PASSED AND ADOPTED** by the Joint Powers Governing Board of Tri-Valley Regional Occupational Program on this 21<sup>st</sup> day of January, 2026, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTENTIONS:**

By approval of this resolution, I hereby certify that the signatures appearing above are true and were affixed in my presence.

1/21/2026  
Date

\_\_\_\_\_  
Chairperson, Joint Powers Governing Board

## 9. DEFERRED CONSENT ITEM/S

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### Quick Summary / Abstract

Items that are pulled from the Consent Calendar to be addressed individually will be discussed and acted upon at this time.

## 10. INFORMATION / ACTION ITEMS

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### Quick Summary / Abstract

Informational items are noted as Information only. Action items are up for a vote by the Board. Most items require a simple majority of Board member votes to pass.

## 10. A. Celebrating CTE - Information/Action

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### Quick Summary / Abstract

Staff will present a CTE Month Proclamation in support of the Association for Career Technical Education by proclaiming February as CTE Month and report on upcoming planned activities.

### Supporting Documents



[\\_CTE Month Proclamation](#)



[\\_CTE Month 2026](#)



TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM  
JOINT POWERS GOVERNING BOARD  
County of Alameda  
State of California



*Proclamation*

**CAREER AND TECHNICAL EDUCATION  
MONTH FEBRUARY 1 - 28, 2026**

**WHEREAS**, February 1 - 28, 2026, has been designated Career and Technical Education Month by the Association for Career and Technical Education; and

**WHEREAS**, profound economic and technological changes in our society are rapidly reflected in the structure and nature of work, thereby placing new and additional responsibilities on our educational system; and

**WHEREAS**, career and technical education provides Americans with a school-to-career connection and is the backbone of a strong, well-educated workforce, which fosters productivity in business and industry and contributes to America's leadership in the international marketplace; and

**WHEREAS**, career and technical education gives high school students experience in practical, meaningful applications of basic skills such as reading, writing and mathematics, thus improving the quality of their education, motivating potential dropouts and giving all students leadership opportunities in their fields and in their communities; and

**WHEREAS**, career and technical education offers individuals lifelong opportunities to learn new skills, which provide them with career choices and potential satisfaction; and

**WHEREAS**, the ever-increasing cooperative efforts of career and technical educators, business and industry stimulate the growth and vitality of our local economy and that of the entire nation by preparing graduates for career fields forecasted to experience the largest and fastest growth in the next decade;

**NOW, THEREFORE**, the Tri-Valley Regional Occupational Program, Joint Powers Governing Board hereby proclaims February 1 - 28, 2026, as Career and Technical Education Month and urges all citizens to become familiar with the services and benefits offered by the career and technical education programs in this community and to support and participate in these programs to enhance their individual work skills and productivity.

***Passed and adopted this 21st day of January, 2026, by the following vote:***

***Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_ Abstain \_\_\_\_\_***

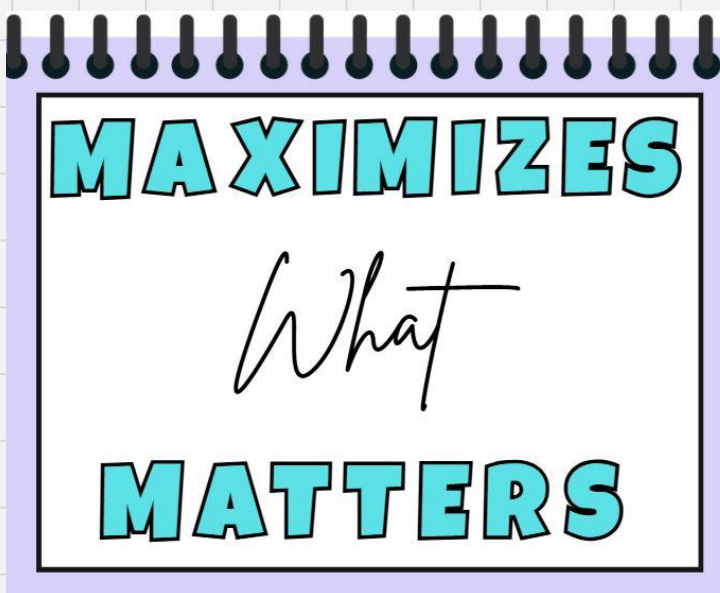
\_\_\_\_\_  
Board Chairperson

ATTEST: \_\_\_\_\_  
Julie Duncan, Secretary to the Board



In Celebration of CTE Month

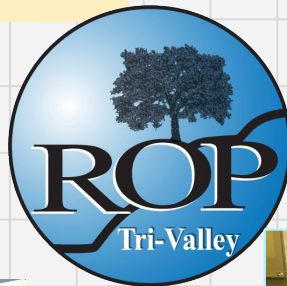
TVROP



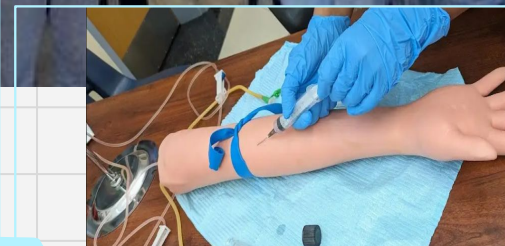
# TVROP/CTE Classes that

Bring Industry Expertise into the Classroom

MAXIMIZE  
What  
MATTERS



Click photo  
for video



Provide opportunities outside the classroom



WBL opportunities = Enhance College & Career Exploration

Upskilling = Skills Employers Want

Click photo  
for video



# CTE Showcase Events

- Middle College Information Nights
- Virtual Course Catalog Preview & Visit to District Sites
- 1/14 Scholarship Fair @ AVHS- 12:00 pm
- 2/4 Trades & Apprenticeship Fair @ FHS- 12:00 pm
- 2/10 Apprenticeship Fair @ LHS- 8:30 am
- 2/17 Military Fair @ LHS- 12:30 pm

- 2/19 Military Fair @ FHS- 12:00 pm
- 2/20 Trades & Apprenticeship Fair @ AVHS- 12:30 pm
- 2/23 CTE Fair @ DHS- 11:20 am
- 2/25 Career Fair @ GHS- 8:30 am
- 2/26 Career Fair @ EHS- 11:30 am
- 3/2 Military Fair @ DHS- 12:15 pm
- 3/6 Military Fair @ AVHS- 12:30 pm

# In Celebration of CTE Month

**WHEREAS, February 1-28, 2026, has been designated Career and Technical Education Month by the Association for Career and Technical Education; and**

**WHEREAS, profound economic and technological changes in our society are rapidly reflected in the structure and nature of work, thereby placing new and additional responsibilities on our educational system; and**

**WHEREAS, career and technical education provides Americans with a school-to-career connection and is the backbone of a strong, well-educated workforce, which fosters productivity in business and industry and contributes to America's leadership in the international marketplace; and**

**WHEREAS, career and technical education gives high school students experience in practical, meaningful applications of basic skills such as reading, writing and mathematics, thus improving the quality of their education, motivating potential dropouts and giving all students leadership opportunities in their fields and in their communities; and**

# In Celebration of CTE Month

**WHEREAS, career and technical education offers individuals lifelong opportunities to learn new skills, which provide them with career choices and potential satisfaction; and**

**WHEREAS, the ever-increasing cooperative efforts of career and technical educators, business and industry stimulate the growth and vitality of our local economy and that of the entire nation by preparing graduates for career fields forecasted to experience the largest and fastest growth in the next decade;**

**NOW, THEREFORE, the Tri-Valley Regional Occupational Program, Joint Powers Governing Board hereby proclaims February 1-28, 2026, as Career and Technical Education Month and urges all citizens to become familiar with the services and benefits offered by the career and technical education programs in this community and to support and participate in these programs to enhance their individual work skills and productivity.**

## 10. B. First and Final Reading of the CSBA Recommended Revisions of Tri-Valley Regional Occupational Program Board Policies

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### Quick Summary / Abstract

The Board will consider approval of the CSBA recommended revisions to the Tri-Valley Regional Occupational Program (TVROP) Board Policies:

1. Policy 0410: Nondiscrimination In District Programs And Activities
2. Policy 0441: Artificial Intelligence
3. Policy 1113: District And School Websites
4. Exhibit 1113-E(1): District And School Websites
5. Board Policy 1312.3: Uniform Complaint Procedures
6. Regulation 1312.3: Uniform Complaint Procedures
7. Regulation 3512: Equipment
8. Board Policy 4030: Nondiscrimination in Employment
9. Regulation 4030: Nondiscrimination in Employment
10. Board Policy 4033: Lactation Accommodation

### Policies

-  [\[DRAFT\] Policy 0410: Nondiscrimination In District Programs And Activities](#)
-  [\[DRAFT\] Policy 0441: Artificial Intelligence](#)
-  [\[DRAFT\] Policy 1113: District And School Websites](#)
-  [\[DRAFT\] Regulation 1113: District And School Websites](#)
-  [\[DRAFT\] Exhibit 1113-E\(1\): District And School Websites](#)
-  [\[DRAFT\] Policy 1312.3: Uniform Complaint Procedures](#)
-  [\[DRAFT\] Regulation 1312.3: Uniform Complaint Procedures](#)
-  [\[DRAFT\] Regulation 3512: Equipment](#)
-  [\[DRAFT\] Policy 4030: Nondiscrimination In Employment](#)
-  [\[DRAFT\] Regulation 4030: Nondiscrimination In Employment](#)
-  [\[DRAFT\] Policy 4033: Lactation Accommodation](#)

**Policy 0410: Nondiscrimination In District Programs And Activities**

**Status:** DRAFT

**Original Adopted Date:** 06/12/2024 | **Last Reviewed Date:** 06/12/2024

This policy shall apply to all acts related to a program activity or program attendance and to all acts of the Governing Board and the Superintendent in enacting policies and procedures that govern the Tri- Valley ROP.

The Board is committed to providing equal opportunity for all individuals in TVROP programs and activities. TVROP programs, activities, and practices shall be free from unlawful discrimination, including discrimination against an individual or group based on race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, reproductive health decisionmaking, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, veteran or military status, or genetic information; a perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

All individuals shall be treated equitably in the receipt of TVROP services. Personally identifiable information collected in the implementation of any TVROP program, including, but not limited to, student and family information for the free and reduced-price lunch program, transportation, or any other educational program, shall be used only for the purposes of the program, except when the Superintendent or designee authorizes its use for another purpose in accordance with law. Resources and data collected by the TVROP shall not be used, directly or by others, to compile a list, registry, or database of individuals based on race, gender, sexual orientation, religion, ethnicity, national origin, or immigration status or any other category identified above.

TVROP programs and activities shall be free of any discriminatory use, selection, or rejection of textbooks, instructional materials, library books, or similar educational resources.

The use of any textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or other resource in a school library shall not be rejected or prohibited by the Board or TVROP on the basis that it includes a study of the role and contributions of any individual or group consistent with the requirements of Education Code 51204.5 and 60040, unless such study would violate Education Code 51501 or 60044. (Education Code 243)

TVROP programs and activities shall be free of any racially derogatory or discriminatory school or athletic team names, mascots, or nicknames.

The Superintendent or designee shall annually review TVROP programs and activities to ensure the removal of any derogatory or discriminatory name, image, practice, or other barrier that may unlawfully prevent an individual or group in any of the protected categories stated above from accessing TVROP programs and activities. The Superintendent or designee shall take prompt, reasonable actions to remove any identified barrier. The Superintendent or designee shall report the findings and recommendations to the Board after each review.

All allegations of unlawful discrimination in TVROP programs and activities shall be brought, investigated, and resolved in accordance with Board Policy 1312.3 - Uniform Complaint Procedures.

Pursuant to 34 CFR 104.8 and 34 CFR 106.8, the Superintendent or designee shall notify students, parents/guardians, employees, employee organizations, applicants for admission and employment, and sources of referral for applicants about the TVROP's policy on nondiscrimination and related complaint procedures. Such notification shall be included in the annual parental notification distributed pursuant to Education Code 48980 and, as applicable, in announcements, bulletins, catalogs, handbooks, application forms, or other materials distributed by the TVROP. The notification shall also be posted on the TVROP's website and social media and in TVROP programs and offices, including staff lounges, student government meeting rooms, and other prominent locations as appropriate.

In addition, the annual parental notification shall inform parents/guardians of their children's right to a free public education regardless of immigration status or religious beliefs, including information on educational rights issued by the California Attorney General. Alternatively, such information may be provided through any other cost-effective means determined by the Superintendent or designee. (Education Code 234.7)

The TVROP's nondiscrimination policy and related informational materials shall be published in a format that parents/guardians can understand. In addition, when 15 percent or more of a school's students speak a single primary language other than English, those materials shall be translated into that other language. (Education Code

Access for Individuals with Disabilities

TVROP programs and program facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act (ADA) and any implementing standards and/or regulations. When structural changes to existing TVROP facilities are needed to provide individuals with disabilities access to programs, services, activities, or facilities, the Superintendent or designee shall develop a transition plan that sets forth the steps for completing the changes.

The Superintendent or designee shall ensure that the district's web and mobile applications comply with technical standards prescribed by law .The Superintendent or designee shall ensure that the member district provides appropriate auxiliary aids and services when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program, or activity. These aids and services may include, but are not limited to, qualified interpreters or readers, assistive listening devices, assistive technologies or other modifications to increase accessibility to TVROP and school websites, notetakers, written materials, taped text, and Braille or large-print materials. Individuals with disabilities shall notify the Superintendent or designee if they have a disability that requires special assistance or services. Reasonable notification should be given prior to a school-sponsored function, program, or meeting.

The individual identified in Administrative Regulation 1312.3 - Uniform Complaint Procedures as the employee responsible for coordinating the TVROP's response to complaints and for complying with state federal civil rights laws is hereby designated as the TVROP's ADA coordinator. The compliance officer shall receive and address requests for accommodation submitted by individuals with disabilities, and shall investigate and resolve complaints regarding their access to TVROP programs, services, activities, or facilities.

Superintendent or Designee  
1040 Florence Road  
Livermore, CA.  
925-455-4800  
humanresources@tvrop.org

**Policy Reference Disclaimer:**These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

| State                 | Description                                                                                                        |
|-----------------------|--------------------------------------------------------------------------------------------------------------------|
| 5 CCR 4600-4670       | Uniform complaint procedures                                                                                       |
| 5 CCR 4900-4965       | Nondiscrimination in elementary and secondary educational programs receiving state or federal financial assistance |
| Ed. Code 200-262.4    | <a href="#">Prohibition of discrimination</a>                                                                      |
| Ed. Code 33315        | Uniform complaint procedures                                                                                       |
| Ed. Code 48980        | <a href="#">Parent/Guardian notifications</a>                                                                      |
| Ed. Code 48985        | <a href="#">Notices to parents/guardians in language other than English</a>                                        |
| Ed. Code 51007        | <a href="#">Legislative intent: state policy</a>                                                                   |
| Ed. Code 51204.5      | <a href="#">Social sciences instruction; contributions of specified groups</a>                                     |
| Ed. Code 51501        | <a href="#">Nondiscriminatory subject matter</a>                                                                   |
| Ed. Code 60010        | <a href="#">Instructional materials; definition</a>                                                                |
| Ed. Code 60040-60052  | <a href="#">Requirements for instructional materials</a>                                                           |
| Gov. Code 11000       | <a href="#">Definitions</a>                                                                                        |
| Gov. Code 11135       | <a href="#">Prohibition of discrimination</a>                                                                      |
| Gov. Code 12900-12996 | <a href="#">Fair Employment and Housing Act</a>                                                                    |
| Gov. Code 54953       | <a href="#">Meetings; Americans with Disabilities Act accessibility</a>                                            |
| Gov. Code 54953.2     | <a href="#">Brown Act compliance with Americans with Disabilities Act</a>                                          |

**State**

Gov. Code 8310.3

Pen. Code 422.55

Pen. Code 422.6

**Federal**

20 USC 1400-1482

20 USC 1681-1688

20 USC 2301-2414

20 USC 6311

20 USC 6312

28 CFR 35.101-35.190

28 CFR 36.303

29 USC 621

29 USC 794

34 CFR 100.1-100.13

34 CFR 104.1-104.39

34 CFR 106.1-106.82

42 USC 12101-12213

42 USC 2000d-2000d-7

42 USC 2000e-2000e-17

**Management Resources**

CA Civil Rights Department Publication

CA Department of Health Care Services  
Publication

CA Department of Health Care Services  
Publication

CA Office of the Attorney General Publication

CA Office of the Attorney General Publication

Court Decision

Court Decision

Court Decision

Court Decision

Court Decision

Court Decision

CSBA Publication

CSBA Publication

**Description**

[California Religious Freedom Act](#)

[Definition of hate crime](#)

[Crimes; harassment](#)

**Description**

[Individuals with Disabilities Education Act](#)

Title IX of the Education Amendments of 1972; discrimination based on sex

[Strengthening Career and Technical Education for the 21st Century Act](#)

[State plan](#)

[Local educational agency plan](#)

Americans with Disabilities Act

[Nondiscrimination on the basis of disability, public accommodations, auxiliary aids, and services](#)

Age discrimination in employment

[Rehabilitation Act of 1973; Section 504](#)

[Nondiscrimination in federal programs; effectuating Title VI](#)

Section 504 of the Rehabilitation Act of 1973

[Discrimination on the basis of sex; effectuating Title IX](#)

[Americans with Disabilities Act](#)

Title VI, Civil Rights Act of 1964

Title VII, Civil Rights Act of 1964, as amended

**Description**

[California Law Prohibits Workplace Discrimination and Harassment, January 2024](#)

[Policy and Procedures Letter No. 21-017R, December 2021](#)

[Policy and Procedures Letter No. 23-004, February 2023](#)

[Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books, January 2024](#)

[Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's K-12 Schools in Responding to Immigration Issues, April 2018](#)

Burlington Northern and Santa Fe Ry. Co. v. White (2006) 548 U.S. 53

Tennessee v. Cardona (2024) 737 F.Supp.3d 510

Students for Fair Admissions v. Harvard (2024) 600 U.S. 181

Olmstead v. L.C. ex rel. Zimring (1999) 527 U.S. 581

McDonnell Douglas Corp v. Green (1973) 411 U.S. 792

John T. D. v. River Delta Joint Unified School District (2021) WL 5176356

[Reference: State Roles, Responsibilities, and Process for Instructional Materials Adoption, February 2024](#)

[Fact Sheet: Instructional Materials Adoption: Local governing board responsibilities, February 2024](#)

**Management Resources**

CSBA Publication

Federal Register

U.S. Department of Education Publication

U.S. DOE, Office for Civil Rights Publication

U.S. DOE, Office for Civil Rights Publication

U.S. DOE, Office for Civil Rights Publication

U.S. DOE, Office for Civil Rights Publication

U.S. DOE, Office for Civil Rights Publication

U.S. DOE, Office for Civil Rights Publication

U.S. DOE, Office for Civil Rights Publication

U.S. DOE, Office for Civil Rights Publication

U.S. DOJ, Civil Rights Division Publication

U.S. DOJ, Civil Rights Division Publication

U.S. DOJ, Civil Rights Division Publication

U.S. DOJ, Civil Rights Division Publication

Website

Website

Website

Website

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Website

Website

Website

Website

Website

Website

Website

World Wide Web Consortium Publication

**Description**

[Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities, February 2024](#)

[Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, May 19, 2020, Vol. 85, No. 97, pages 30026-30579](#)

[Guidance on Constitutionally Protected Prayer and Religious Expression in Public Elementary and Secondary Schools, May 2023](#)

[Frequently Asked Questions About Racial Preferences and Stereotypes Under Title VI of the Civil Rights Act, February 28, 2025](#)

[Dear Colleague Letter: Title VI of the Civil Rights Act in Light of Students For Fair Admissions v. Harvard, February 14, 2025](#)

[Dear Colleague Letter: Enforcement of Title IX under the provisions of the 2020 Title IX Rule, February 4, 2025](#)

[Dear Colleague Letter: Protecting Students from Discrimination, such as Harassment, Based on Race, Color, or National Origin, Including Shared Ancestry or Ethnic Characteristics, May 2024](#)

[Dear Colleague Letter: Discrimination, Including Harassment, Based on Shared Ancestry or Ethnic Characteristics, November 2023](#)

[Dear Colleague Letter: Frequently Asked Questions About the June 29, 2010, Dear Colleague Letter, May 26, 2011](#)

[Dear Colleague Letter: Electronic Book Readers, June 29, 2010](#)

[Nondiscrimination in Employment Practices in Education, August 1991](#)

[Fact Sheet: New Rule on the Accessibility of Web Content and Mobile Apps Provided by State and Local Governments, April 2024](#)

[Guidance on Web Accessibility and the ADA, March 2022](#)

[Accessibility of State and Local Government Websites to People with Disabilities, February 2020](#)

[2010 ADA Standards for Accessible Design, September 2010](#)

[CSBA District and County Office of Education Legal Services](#)

[Pacific ADA Center](#)

[U.S. Department of Justice, Civil Rights Division, Disability Rights Section](#)

[World Wide Web Consortium, Web Accessibility Initiative](#)

[California Office of the Attorney General](#)

[California Safe Schools Coalition](#)

[CSBA](#)

[California Department of Education](#)

[California Civil Rights Department](#)

[U.S. Department of Education, Office for Civil Rights](#)

[California Department of Health Care Services](#)

[U.S. Equal Employment Opportunity Commission](#)

[Web Content Accessibility Guidelines, September 2023](#)

**Cross References**

0100

0415

**Description**

[Philosophy](#)

[Equity](#)

**Cross References**

1113  
1113  
1113-E(1)  
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1312.2  
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4040-E(1)  
4040-E(2)  
4111  
4111.2  
4111.2  
4119.11  
4119.11  
4119.12  
4119.12-E(1)  
4119.21

**Description**

[District And School Websites](#)  
[District And School Websites](#)  
[District And School Websites](#)  
[District-Sponsored Social Media](#)  
[District-Sponsored Social Media](#)  
[Volunteer Assistance](#)  
[Volunteer Assistance](#)  
[Educational Foundation](#)  
[Complaints Concerning Instructional Materials](#)  
[Complaints Concerning Instructional Materials](#)  
[Complaints Concerning Instructional Materials](#)  
[Uniform Complaint Procedures](#)  
[Uniform Complaint Procedures](#)  
[Williams Uniform Complaint Procedures](#)  
[Williams Uniform Complaint Procedures](#)  
[Advertising And Promotion](#)  
[Fees And Charges](#)  
[Fees And Charges](#)  
[Sale And Disposal Of Books, Equipment And Supplies](#)  
[Sale And Disposal Of Books, Equipment And Supplies](#)  
[Bids](#)  
[Bids](#)  
[Risk Management/Insurance](#)  
[Risk Management/Insurance](#)  
[Consultants](#)  
[Nondiscrimination In Employment](#)  
[Nondiscrimination In Employment](#)  
[Reasonable Accommodation](#)  
[Lactation Accommodation](#)  
[Employee Use Of Technology](#)  
[Employee Use Of Technology](#)  
[Employee Use Of Technology](#)  
[Recruitment And Selection](#)  
[Legal Status Requirement](#)  
[Legal Status Requirement](#)  
[Sexual Harassment](#)  
[Sexual Harassment](#)  
[Title IX Sexual Harassment Complaint Procedures](#)  
[Title IX Sexual Harassment Complaint Procedures](#)  
[Professional Standards](#)

**Cross References**

4119.21-E(1)

4119.22

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4319.21-E(1)

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**Description**[Professional Standards](#)[Dress And Grooming](#)[Staff Development](#)[Complaints](#)[Complaints](#)[Family Care And Medical Leave](#)[Recruitment And Selection](#)[Legal Status Requirement](#)[Legal Status Requirement](#)[Employee Notifications](#)[Sexual Harassment](#)[Sexual Harassment](#)[Title IX Sexual Harassment Complaint Procedures](#)[Title IX Sexual Harassment Complaint Procedures](#)[Professional Standards](#)[Professional Standards](#)[Dress And Grooming](#)[Complaints](#)[Complaints](#)[Family Care And Medical Leave](#)[Recruitment And Selection](#)[Legal Status Requirement](#)[Legal Status Requirement](#)[Employee Notifications](#)[Sexual Harassment](#)[Sexual Harassment](#)[Title IX Sexual Harassment Complaint Procedures](#)[Title IX Sexual Harassment Complaint Procedures](#)[Professional Standards](#)[Professional Standards](#)[Dress And Grooming](#)[Staff Development](#)[Complaints](#)[Complaints](#)[Family Care And Medical Leave](#)[Concepts And Roles](#)[Chronic Absence And Truancy](#)[Student Records](#)[Student Records](#)[Awards For Achievement](#)

**Cross References**

5131.2

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5141.22

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6163.4-E(1)

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**Description**[Bullying](#)[Bullying](#)[Infectious Diseases](#)[Infectious Diseases](#)[Search And Seizure](#)[Nondiscrimination/Harassment](#)[Nondiscrimination/Harassment](#)[Sexual Harassment](#)[Sexual Harassment](#)[Title IX Sexual Harassment Complaint Procedures](#)[Hate-Motivated Behavior](#)[Concepts And Roles](#)[Curriculum Development And Evaluation](#)[Recognition Of Religious Beliefs And Customs](#)[Recognition Of Religious Beliefs And Customs](#)[Sexual Health And HIV/AIDS Prevention Instruction](#)[Sexual Health And HIV/AIDS Prevention Instruction](#)[Controversial Issues](#)[Extracurricular And Cocurricular Activities](#)[Selection And Evaluation Of Instructional Materials](#)[Selection And Evaluation Of Instructional Materials](#)[Supplementary Instructional Materials](#)[Student Use Of Technology](#)[Student Use Of Technology - Agreement](#)[Alternative Schools/Programs Of Choice](#)[Adult Education](#)[Adult Education](#)[Naming Of Facility](#)[Meetings And Notices](#)[Agenda/Meeting Materials](#)

Policy 0441: Artificial Intelligence

Status: DRAFT

Original Adopted Date: Pending

The Governing Board recognizes the transformative potential of artificial intelligence (AI) to increase student access to information, support teacher effectiveness, and facilitate the administration of student assessments, as well as the potential for AI to undermine student achievement, health, and well-being. Therefore, the Board is committed to supporting the use of AI by students and staff in accordance with the following principles:

1. Student-Centered: AI should be used to personalize and enhance the learning experience for each student and to support digital citizenship and literacy
2. Staff-Centered: AI should be used as a tool to augment and support, rather than replace, staff in the performance of their duties and responsibilities
3. Ethical Use and Transparency: AI should be used ethically and transparently by all staff and students, with careful consideration of potential biases, and in compliance with all applicable intellectual property and copyright laws
4. Accountability and Responsibility: AI should be used in a manner that ensures accountability by those who use it and that those who use it are responsible for such use, including when and how it is used
5. Equity and Access: AI should be implemented in a manner that ensures equitable access and opportunity for all students, regardless of background or ability, and for all schools across the district
6. Secure and Private: The district should prioritize security and privacy when changing existing practices or adopting new practices regarding AI
7. Professional Development: The district should provide ongoing professional development for staff in all aspects of AI, with a particular focus on the ethical and responsible use of AI
8. Community Engagement: The district should engage with the community to share these principles, to educate the community on AI, and to discuss the permitted and prohibited uses of AI in the district
9. Continuous Improvement: The district should regularly evaluate the use of AI by students and staff, and adapt its policies, procedures, and professional development to align with best practices and evolving technologies

The Superintendent shall ensure that the use of AI in the district is consistent with this policy, Board Policy 0440 - District Technology Plan, Board Policy/Exhibit (1) 4040 - Employee Use of Technology, Board Policy 5131.9 - Academic Honesty, Board Policy 6154 - Homework/Makeup Work, Board Policy ~~6162.5 - Student Assessment~~ 6162.54 Test Integrity/Test Preparation, and Board Policy/Exhibit (1) 6163.4 - Student Use of Technology.

Artificial intelligence means an engineered or machine-based system that varies in its level of autonomy and that can, for explicit or implicit objectives, infer, from the input it receives, how to generate outputs that can influence physical or virtual environments. (Education Code 33328.5)

**Policy Reference Disclaimer:** These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

| State                           | Description                                                        |
|---------------------------------|--------------------------------------------------------------------|
| Bus. and Prof. Code 22584-22585 | <a href="#">Student Online Personal Information Protection Act</a> |
| Ed. Code 10550-10555            | <a href="#">Telecommunications standards</a>                       |
| Ed. Code 11800                  | <a href="#">K-12 High Speed Network grant program</a>              |
| Ed. Code 33328.5                | Statewide AI Task Force                                            |

**State**

Ed. Code 49060-49085  
Ed. Code 51006  
Ed. Code 51007  
Ed. Code 51865  
Ed. Code 60010  
Pen. Code 502

**Federal**

16 CFR Part 312  
20 USC 1232g  
20 USC 1232h  
20 USC 7101-7122  
34 CFR Part 99  
47 CFR 54.500-54.523  
47 USC 254

**Management Resources**

Website  
Website  
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**Cross References**

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**Description**

[Student records](#)  
[Computer education and resources](#)  
[Programs to strengthen technological skills](#)  
[California distance learning policy](#)  
[Instructional materials; definition](#)  
[Computer crimes; remedies](#)

**Description**

[Children's Online Privacy Protection Rule](#)  
[Family Educational Rights and Privacy Act \(FERPA\) of 1974](#)  
[Privacy rights](#)  
Student Support and Academic Enrichment Grants  
[Family Educational Rights and Privacy](#)  
[Universal service support for schools](#)  
[Universal service discounts \(E-rate\)](#)

**Description**

CSBA AI Task Force  
U.S. Congress Bipartisan House Task Force Report on Artificial Intelligence  
Federal Communications Commission Cybersecurity Resource Recommendations  
[Computer-Using Educators \(CUE\)](#)  
[California IT in Education \(CITE\)](#)  
California Department of Education, Learning With IA, Learning About AI  
[CSBA District and County Office of Education Legal Services](#)  
[Technology Information Center for Administrative Leadership](#)  
[California Department of Education, Education Technology Office](#)  
[CSBA](#)

**Description**

[Vision](#)  
[Goals For The School District](#)  
[Comprehensive Plans](#)  
[Equity](#)  
[District Technology Plan](#)  
[District And School Websites](#)  
[District And School Websites](#)  
[District And School Websites](#)  
[District-Sponsored Social Media](#)  
[District-Sponsored Social Media](#)  
[Access To District Records](#)  
[Access To District Records](#)

**Cross References**

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6162.6

6163.4

6163.4-E(1)

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**Description**[Budget](#)[Budget](#)[Fees And Charges](#)[Fees And Charges](#)[Procurement Of Technological Equipment](#)[Contracts](#)[Equipment](#)[District Records](#)[District Records](#)[Employee Use Of Technology](#)[Employee Use Of Technology](#)[Employee Use Of Technology](#)[Personnel Files](#)[Staff Development](#)[Personnel Files](#)[Staff Development](#)[Personnel Files](#)[Staff Development](#)[Student Records](#)[Student Records](#)[Conduct](#)[Bullying](#)[Bullying](#)[Curriculum Development And Evaluation](#)[Selection And Evaluation Of Instructional Materials](#)[Selection And Evaluation Of Instructional Materials](#)[Test Integrity/Test Preparation](#)[Use Of Copyrighted Materials](#)[Use Of Copyrighted Materials](#)[Student Use Of Technology](#)[Student Use Of Technology - Agreement](#)[Adult Education](#)[Adult Education](#)

**Policy 1113: District And School Websites**

**Status:** DRAFT

**Original Adopted Date:** 06/12/2024 | **Last Reviewed Date:** 06/12/2024

The Governing Board recognizes the value of district and school websites to communicate with students, parents/guardians, staff, and community members. The Superintendent or designee shall develop and Tri-Valley ROP websites. ~~To enhance communication with students, parents/guardians, staff, and community members, the Governing Board encourages the Superintendent or designee to develop and maintain Tri-Valley ROP websites.~~ The use of the TVROP website shall support the TVROP's vision and goals and shall be coordinated with other TVROP communications strategies.

**Design Standards**

The Superintendent or designee shall establish design standards for the TVROP website in order to maintain a consistent identity, professional appearance, and ease of use.

TVROP design standards shall require an evaluation of products, features, and content accessible to students on TVROP website to prevent access to harmful or potentially harmful material.

The TVROP's design standards shall address the accessibility of the TVROP website to individuals with disabilities, including compatibility with commonly used assistive technologies.

**Website Content**

The Superintendent or designee shall develop content guidelines for the TVROP website and assign staff to review and approve content prior to posting.

Board policy pertaining to advertising in TVROP publications, as specified in BP 1325 - Advertising and Promotion, shall also apply to advertising on the TVROP website.

**Privacy Rights**

The Superintendent or designee shall ensure that the privacy rights of students, parents/guardians, staff, Board members, and other individuals are protected on the TVROP website.

Telephone numbers and home and email addresses of students and/or their parents/guardians shall not be published on the TVROP website.

The TVROP regards photographs as a category of directory information that would not generally be considered harmful or an invasion of privacy if disclosed. Therefore, a student's photograph, together with the student's name, may be published on the TVROP website unless the student's parent/guardian has notified the TVROP in writing to not release the student's photograph without prior written consent, in accordance with BP/AR 5125.1 - Release of Directory Information.

If students' names are not included, photographs of individual students or groups of students, such as at a school event, may be published on school or TVROP websites.

Employees' home addresses, personal telephone numbers, and personal email addresses shall not be posted on the TVROP website.

The home address or telephone number of any elected or appointed official including, but not limited to, a Board member or public safety official, shall not be posted on the ROP or website without the prior written permission of that individual. (Government Code 3307.5, 7928.205, 7920.535)

No public safety official shall be required to consent to the posting on the Internet of the public safety official's photograph or identity as a public safety officer for any purpose if that officer reasonably believes that the disclosure may result in a threat, harassment, intimidation, or harm to the officer or the officer's family. (Government Code 3307.5)

**Policy Reference Disclaimer:** These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter

of the policy.

## State

Bus. and Prof. Code 22580-22582

Bus. and Prof. Code 22584-22585

Bus. and Prof. Code 22586-22587

Ed. Code 234.1

Ed. Code 234.6

Ed. Code 32526

Ed. Code 33353

Ed. Code 35182.5

Ed. Code 35258

Ed. Code 42103

Ed. Code 48852.6

Ed. Code 48907

Ed. Code 48950

Ed. Code 48985.5

Ed. Code 48985.5

Ed. Code 49006

Ed. Code 49061

Ed. Code 49073

Ed. Code 5092

Ed. Code 60048

Gov. Code 11135

Gov. Code 12950

Gov. Code 3307.5

Gov. Code 7920.000-7930.215

Pen. Code 14029.5

Pub. Res. Code 21082.1

## Federal

16 CFR 312.1-312.13

17 USC 101-122

17 USC 504

20 USC 1232g

28 CFR 35.200-35.205

29 USC 705

29 USC 794

34 CFR 104.1-104.61

34 CFR 99.1-99.67

42 USC 12101-12213

## Description

[Privacy rights for California minors in the digital world](#)

[Student Online Personal Information Protection Act](#)

[Early Learning Personal Information Protection Act](#)

Policy prohibiting discrimination, harassment, intimidation, and bullying

Resources on neurodiversity

[Use of learning recovery funds](#)

[California Interscholastic Federation; standardized incident form](#)

[Contracts for advertising](#)

[Internet access to school accountability report cards](#)

[Budget notification](#)

[Information regarding homelessness](#)

[Exercise of free expression; time, place, and manner rules and regulations](#)

[Speech and other communication](#)

[Synthetic drug use](#)

[Synthetic drugs](#)

[Seclusion and restraint](#)

[Definitions; directory information](#)

[Release of directory information](#)

[Filling Vacancies](#)

[Commercial brand names, contracts or logos](#)

[Prohibition of discrimination](#)

[California Civil Rights Department posters](#)

[Publishing identity of public safety officers](#)

[California Public Records Act](#)

[Prohibition against publishing personal information of person in witness protection program](#)

[California Environmental Quality Act environmental review documents](#)

## Description

[Children's Online Privacy Protection Act](#)

[Subject matter and scope of copyright](#)

[Penalties for copyright infringement](#)

[Family Educational Rights and Privacy Act \(FERPA\) of 1974](#)

Web accessibility requirements

[Definitions; Vocational Rehabilitation Act](#)

[Rehabilitation Act of 1973; Section 504](#)

[Nondiscrimination on the basis of disability](#)

[Family Educational Rights and Privacy](#)

[Americans with Disabilities Act](#)

**Management Resources**

CA Civil Rights Department Publication

CA Civil Rights Department Publication

CA Civil Rights Department Publication

CA Civil Rights Department Publication

Court Decision

Court Decision

Court Decision

Federal Register

U.S. Department of Agriculture Publication

U.S. DOE, Office for Civil Rights Publication

U.S. DOE, Office for Civil Rights Publication

U.S. DOJ, Civil Rights Division Publication

Website

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World Wide Web Consortium Publication

**Description**

[Family Care and Medical Leave and Pregnancy Disability Leave, January 2023](#)

[California Law Prohibits Workplace Discrimination and Harassment, January 2024](#)

[The Rights of Employees Who Are Transgender or Gender Nonconforming: Fact Sheet, November 2022](#)

[Your Rights and Obligations as a Pregnant Employee, January 2023](#)

[Tennessee v. Cardona \(2024\) 737 F.Supp.3d 510](#)

[Aaris v. Las Virgenes Unified School District \(1998\) 64 Cal.App.4th 1112](#)

[City of San Jose v. Superior Court \(2017\) 2 Cal.5th 608](#)

[Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, May 19, 2020, Vol. 85, No. 97, pages 30026-30579](#)

[Unpaid Meal Charges: Local Meal Charge Policies, SP 46-2016, July 2016](#)

[Dear Colleague Letter: Enforcement of Title IX under the provisions of the 2020 Title IX Rule, February 4, 2025](#)

[Dear Colleague Letter: Race and School Programming, August 2023](#)

[Nondiscrimination on the Basis of Disability; Accessibility of Web Information and Services of State and Local Government Entities, April 24, 2024, Vol. 89, pages 31320-31396](#)

[Fact Sheet: New rule on the accessibility of web content and mobile apps provided by state and local governments](#)

[California Cybersecurity Integration Center](#)

[CSBA District and County Office of Education Legal Services](#)

[Governor's Office of Planning and Research, The California Environmental Quality Act](#)

[California Department of Education, Web Accessibility Standards](#)

[California School Public Relations Association](#)

[California Interscholastic Federation](#)

[U.S. Department of Justice, Civil Rights Division, Disability Rights Section](#)

[World Wide Web Consortium, Web Accessibility Initiative](#)

[CSBA](#)

[U.S. Department of Education, Office for Civil Rights](#)

[California Civil Rights Department](#)

[Web Content Accessibility Guidelines, December 2024](#)

**Cross References**

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**Description**

[Vision](#)

[Nondiscrimination In District Programs And Activities](#)

[District Technology Plan](#)

[Media Relations](#)

[District-Sponsored Social Media](#)

[District-Sponsored Social Media](#)

[Uniform Complaint Procedures](#)

**Cross References**

1312.3

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4319.21-E(1)

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4332

4361.8

**Description**[Uniform Complaint Procedures](#)[Advertising And Promotion](#)[Access To District Records](#)[Access To District Records](#)[Budget](#)[Budget](#)[Gifts, Grants And Bequests](#)[Bids](#)[Bids](#)[Tobacco-Free Schools](#)[Tobacco-Free Schools](#)[Campus Security](#)[Firearms On School Grounds](#)[Emergencies And Disaster Preparedness Plan](#)[Emergencies And Disaster Preparedness Plan](#)[District Records](#)[District Records](#)[Nondiscrimination In Employment](#)[Nondiscrimination In Employment](#)[Employee Use Of Technology](#)[Employee Use Of Technology](#)[Employee Use Of Technology](#)[Professional Standards](#)[Professional Standards](#)[Unauthorized Release Of Confidential/Privileged Information](#)[Staff Development](#)[Publication Or Creation Of Materials](#)[Family Care And Medical Leave](#)[Professional Standards](#)[Professional Standards](#)[Unauthorized Release Of Confidential/Privileged Information](#)[Staff Development](#)[Publication Or Creation Of Materials](#)[Family Care And Medical Leave](#)[Professional Standards](#)[Professional Standards](#)[Unauthorized Release Of Confidential/Privileged Information](#)[Staff Development](#)[Publication Or Creation Of Materials](#)[Family Care And Medical Leave](#)

**Cross References**

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6162.6

6162.6

6163.4

6163.4-E(1)

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**Description**[Student And Family Privacy Rights](#)[Student Records](#)[Student Records](#)[Release Of Directory Information](#)[Release Of Directory Information](#)[Release Of Directory Information](#)[Bullying](#)[Bullying](#)[Use Of Copyrighted Materials](#)[Use Of Copyrighted Materials](#)[Student Use Of Technology](#)[Student Use Of Technology - Agreement](#)[Evaluation Of The Instructional Program](#)[Site Selection And Development](#)[Site Selection And Development](#)[Public Statements](#)[Board Member Electronic Communications](#)[Board Policies](#)[Meetings And Notices](#)[Agenda/Meeting Materials](#)

**Regulation 1113: District And School Websites**

**Status:** DRAFT

**Original Adopted Date:** 06/12/2024 | **Last Reviewed Date:** 06/12/2024

**Design Standards**

The Superintendent or designee shall develop design standards for the Tri- Valley ROP website that includes, but is not limited to, guidelines to ensure the clear organization of the material, readability of the font type and size, and simplicity of the navigation structure linking the content on the website. Such standards shall take into consideration the ease of use on a wide range of devices.

In accordance with the requirements of the Americans with Disabilities Act and Section 504 of the federal Rehabilitation Act of 1973, and the associated federal regulations, the TVROP website shall contain features that ensure accessibility for individuals with disabilities, which may include, but are not limited to, captions for videos and multimedia presentations, text alternatives to images, provision of sufficient time to use the content, avoidance of flashing images, adequate contrast in visual presentations, and/or other features that meet applicable standards for website accessibility. The Superintendent or designee shall regularly review the ROP websites and modify it as needed to ensure legal compliance with accessibility standards.

**Website Content**

As applicable, the TVROP website shall provide current information regarding the TVROP's mission and goals, TVROP programs and operations, TVROP news, agendas and minutes of Governing Board meetings, School Accountability Report Cards, school calendars, links to educational resources.

With approval of the Superintendent or designee, individual teachers may create web pages linked to the TVROP or school website to provide information pertaining to class assignments, expectations, and activities.

Student work may be published on the TVROP website provided that both the student and the student's parent/guardian provide written permission or the work is part of an existing publication such as a school newspaper.

Any copyrighted material to be posted on the TVROP website shall be submitted to the Superintendent or designee together with the permission of the copyright owner to reprint the material. Any copyrighted material submitted without the copyright owner's permission shall only be posted on the TVROP website if the Superintendent or designee determines that the material is in the public domain or that the intended use meets the criteria for fair use or another exception pursuant to 17 USC 107-122. When any copyrighted material is posted, the website shall include a notice crediting the copyright owner and, as necessary, shall note that permission to reprint the material was granted.

Whenever the TVROP website includes links to external websites, it shall include a disclaimer that the TVROP is not responsible for the content of external websites.

**Roles and Responsibilities**

Any employee assigned as the TVROP webmaster shall be responsible for the uploading of material to the website(s) upon approval of the Superintendent or designee. The employee shall review the TVROP website to ensure consistency with TVROP standards, regularly check links for accuracy and appropriateness, keep the web server free of outdated or unused files, and provide technical assistance as needed.

The Superintendent or designee may assign additional staff members to conduct editorial reviews of all materials submitted for publication on the TVROP website and to make corrections as needed in spelling, grammar, or accuracy of content.

The Superintendent or designee shall provide staff development opportunities related to TVROP content guidelines, design standards, and accessibility laws and standards to TVROP communications and technology staff, TVROP webmasters, and/or other appropriate staff.

**Security**

The Superintendent or designee shall establish security procedures for the TVROP's computer network to prevent

unauthorized access and changes to the TVROP website. To the extent possible, the host computer(s) shall be in a lockable room with restricted access.

**Policy Reference Disclaimer:** These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

| <b>State</b>                    | <b>Description</b>                                                                                          |
|---------------------------------|-------------------------------------------------------------------------------------------------------------|
| Bus. and Prof. Code 22580-22582 | <a href="#">Privacy rights for California minors in the digital world</a>                                   |
| Bus. and Prof. Code 22584-22585 | <a href="#">Student Online Personal Information Protection Act</a>                                          |
| Bus. and Prof. Code 22586-22587 | <a href="#">Early Learning Personal Information Protection Act</a>                                          |
| Ed. Code 234.1                  | Policy prohibiting discrimination, harassment, intimidation, and bullying                                   |
| Ed. Code 234.6                  | Resources on neurodiversity                                                                                 |
| Ed. Code 32526                  | <a href="#">Use of learning recovery funds</a>                                                              |
| Ed. Code 33353                  | <a href="#">California Interscholastic Federation; standardized incident form</a>                           |
| Ed. Code 35182.5                | <a href="#">Contracts for advertising</a>                                                                   |
| Ed. Code 35258                  | <a href="#">Internet access to school accountability report cards</a>                                       |
| Ed. Code 42103                  | <a href="#">Budget notification</a>                                                                         |
| Ed. Code 48852.6                | <a href="#">Information regarding homelessness</a>                                                          |
| Ed. Code 48907                  | <a href="#">Exercise of free expression; time, place, and manner rules and regulations</a>                  |
| Ed. Code 48950                  | <a href="#">Speech and other communication</a>                                                              |
| Ed. Code 48985.5                | <a href="#">Synthetic drug use</a>                                                                          |
| Ed. Code 48985.5                | <a href="#">Synthetic drugs</a>                                                                             |
| Ed. Code 49006                  | <a href="#">Seclusion and restraint</a>                                                                     |
| Ed. Code 49061                  | <a href="#">Definitions; directory information</a>                                                          |
| Ed. Code 49073                  | <a href="#">Release of directory information</a>                                                            |
| Ed. Code 5092                   | <a href="#">Filling Vacancies</a>                                                                           |
| Ed. Code 60048                  | <a href="#">Commercial brand names, contracts or logos</a>                                                  |
| Gov. Code 11135                 | <a href="#">Prohibition of discrimination</a>                                                               |
| Gov. Code 12950                 | <a href="#">California Civil Rights Department posters</a>                                                  |
| Gov. Code 3307.5                | <a href="#">Publishing identity of public safety officers</a>                                               |
| Gov. Code 7920.000-7930.215     | <a href="#">California Public Records Act</a>                                                               |
| Pen. Code 14029.5               | <a href="#">Prohibition against publishing personal information of person in witness protection program</a> |
| Pub. Res. Code 21082.1          | <a href="#">California Environmental Quality Act environmental review documents</a>                         |

| <b>Federal</b>       | <b>Description</b>                                                        |
|----------------------|---------------------------------------------------------------------------|
| 16 CFR 312.1-312.13  | <a href="#">Children's Online Privacy Protection Act</a>                  |
| 17 USC 101-122       | <a href="#">Subject matter and scope of copyright</a>                     |
| 17 USC 504           | <a href="#">Penalties for copyright infringement</a>                      |
| 20 USC 1232g         | <a href="#">Family Educational Rights and Privacy Act (FERPA) of 1974</a> |
| 28 CFR 35.200-35.205 | Web accessibility requirements                                            |
| 29 USC 705           | <a href="#">Definitions; Vocational Rehabilitation Act</a>                |
| 29 USC 794           | <a href="#">Rehabilitation Act of 1973; Section 504</a>                   |
| 34 CFR 104.1-104.61  | <a href="#">Nondiscrimination on the basis of disability</a>              |

**Federal**

34 CFR 99.1-99.67

42 USC 12101-12213

**Management Resources**

CA Civil Rights Department Publication

CA Civil Rights Department Publication

CA Civil Rights Department Publication

CA Civil Rights Department Publication

Court Decision

Court Decision

Court Decision

Federal Register

U.S. Department of Agriculture Publication

U.S. DOE, Office for Civil Rights Publication

U.S. DOE, Office for Civil Rights Publication

U.S. DOJ, Civil Rights Division Publication

Website

Website

Website

Website

Website

Website

Website

Website

Website

Website

Website

Website

World Wide Web Consortium Publication

**Cross References**

0000

0410

0440

1112

**Description**

[Family Educational Rights and Privacy](#)

[Americans with Disabilities Act](#)

**Description**

[Family Care and Medical Leave and Pregnancy Disability Leave, January 2023](#)

[California Law Prohibits Workplace Discrimination and Harassment, January 2024](#)

[The Rights of Employees Who Are Transgender or Gender Nonconforming: Fact Sheet, November 2022](#)

[Your Rights and Obligations as a Pregnant Employee, January 2023](#)

[Tennessee v. Cardona \(2024\) 737 F.Supp.3d 510](#)

[Aaris v. Las Virgenes Unified School District \(1998\) 64 Cal.App.4th 1112](#)

[City of San Jose v. Superior Court \(2017\) 2 Cal.5th 608](#)

[Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, May 19, 2020, Vol. 85, No. 97, pages 30026-30579](#)

[Unpaid Meal Charges: Local Meal Charge Policies, SP 46-2016, July 2016](#)

[Dear Colleague Letter: Enforcement of Title IX under the provisions of the 2020 Title IX Rule, February 4, 2025](#)

[Dear Colleague Letter: Race and School Programming, August 2023](#)

[Nondiscrimination on the Basis of Disability; Accessibility of Web Information and Services of State and Local Government Entities, April 24, 2024, Vol. 89, pages 31320-31396](#)

[Fact Sheet: New rule on the accessibility of web content and mobile apps provided by state and local governments](#)

[California Cybersecurity Integration Center](#)

[CSBA District and County Office of Education Legal Services](#)

[Governor's Office of Planning and Research, The California Environmental Quality Act](#)

[California Department of Education, Web Accessibility Standards](#)

[California School Public Relations Association](#)

[California Interscholastic Federation](#)

[U.S. Department of Justice, Civil Rights Division, Disability Rights Section](#)

[World Wide Web Consortium, Web Accessibility Initiative](#)

[CSBA](#)

[U.S. Department of Education, Office for Civil Rights](#)

[California Civil Rights Department](#)

[Web Content Accessibility Guidelines, December 2024](#)

**Description**

[Vision](#)

[Nondiscrimination In District Programs And Activities](#)

[District Technology Plan](#)

[Media Relations](#)

**Cross References**

1114  
1114  
1312.3  
1312.3  
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4030  
4040  
4040-E(1)  
4040-E(2)  
4119.21  
4119.21-E(1)  
4119.23  
4131  
4132  
4161.8  
4219.21  
4219.21-E(1)  
4219.23  
4231  
4232  
4261.8  
4319.21  
4319.21-E(1)  
4319.23

**Description**

[District-Sponsored Social Media](#)  
[District-Sponsored Social Media](#)  
[Uniform Complaint Procedures](#)  
[Uniform Complaint Procedures](#)  
[Advertising And Promotion](#)  
[Access To District Records](#)  
[Access To District Records](#)  
[Budget](#)  
[Budget](#)  
[Gifts, Grants And Bequests](#)  
[Bids](#)  
[Bids](#)  
[Tobacco-Free Schools](#)  
[Tobacco-Free Schools](#)  
[Campus Security](#)  
[Firearms On School Grounds](#)  
[Emergencies And Disaster Preparedness Plan](#)  
[Emergencies And Disaster Preparedness Plan](#)  
[District Records](#)  
[District Records](#)  
[Nondiscrimination In Employment](#)  
[Nondiscrimination In Employment](#)  
[Employee Use Of Technology](#)  
[Employee Use Of Technology](#)  
[Employee Use Of Technology](#)  
[Professional Standards](#)  
[Professional Standards](#)  
[Unauthorized Release Of Confidential/Privileged Information](#)  
[Staff Development](#)  
[Publication Or Creation Of Materials](#)  
[Family Care And Medical Leave](#)  
[Professional Standards](#)  
[Professional Standards](#)  
[Unauthorized Release Of Confidential/Privileged Information](#)  
[Staff Development](#)  
[Publication Or Creation Of Materials](#)  
[Family Care And Medical Leave](#)  
[Professional Standards](#)  
[Professional Standards](#)  
[Unauthorized Release Of Confidential/Privileged Information](#)

**Cross References**

4331  
4332  
4361.8  
5022  
5125  
5125  
5125.1  
5125.1  
5125.1-E(1)  
5131.2  
5131.2  
6162.6  
6162.6  
6163.4  
6163.4-E(1)  
6190  
7150  
7150  
9010  
9012  
9310  
9320  
9322

**Description**

[Staff Development](#)  
[Publication Or Creation Of Materials](#)  
[Family Care And Medical Leave](#)  
[Student And Family Privacy Rights](#)  
[Student Records](#)  
[Student Records](#)  
[Release Of Directory Information](#)  
[Release Of Directory Information](#)  
[Release Of Directory Information](#)  
[Bullying](#)  
[Bullying](#)  
[Use Of Copyrighted Materials](#)  
[Use Of Copyrighted Materials](#)  
[Student Use Of Technology](#)  
[Student Use Of Technology - Agreement](#)  
[Evaluation Of The Instructional Program](#)  
[Site Selection And Development](#)  
[Site Selection And Development](#)  
[Public Statements](#)  
[Board Member Electronic Communications](#)  
[Board Policies](#)  
[Meetings And Notices](#)  
[Agenda/Meeting Materials](#)

**Exhibit 1113-E(1): District And School Websites**

**Status:** DRAFT

**Original Adopted Date:** 06/12/2024 | **Last Reviewed Date:** 06/12/2024

**MATERIALS REQUIRED TO BE POSTED ON DISTRICT WEBSITE**

**Materials to Prominently Display**

The following must be posted in a prominent location on the Tri-Valley ROP's website, such as on the home page when required by law:

1. A direct link to the current board agenda containing the time and location of the meeting and a brief general description of each item of business to be transacted or discussed at the meeting, including items to be discussed in closed session, or a link to the TVROP's agenda management platform where the current agenda shall be the first available (Government Code 54954.2, 54956). Post at least 72 hours before a regular board meeting or 24 hours before a special meeting. See BB 9320 - Meetings and Notices and BB 9322 - Agenda/Meeting Materials.
2. The TVROP's policy on student suicide prevention(Education Code 234.6). See BP 5141.52 - Suicide Prevention.
3. The TVROP's policies and procedures prohibiting discrimination, harassment, student sexual harassment, intimidation, bullying, and cyberbullying, including a section on social media bullying that includes all of the references described in Education Code 234.6 as possible forums for social media (Education Code 234.6). See AR 5131.2 - Bullying and AR 5145.3 - Nondiscrimination/Harassment.
4. The TVROP's policy on preventing and responding to hate violence, if the TVROP has adopted such a policy (Education Code 234.6). See BP 5145.9 - Hate-Motivated Behavior.
5. The definition of discrimination and harassment based on sex as described in Education Code 230, including the rights set forth in Education Code 221.8 (Education Code 234.6). See AR 5145.3 - Nondiscrimination/Harassment.
6. Information regarding Title IX prohibitions against discrimination based on a student's sex, gender, gender identity, pregnancy, and parental status, including the name and contact information of the Title IX Coordinator, the rights of students and the public as specified in Education Code 221.8, the responsibilities of the TVROP under Title IX, web links to information about those rights and responsibilities on the websites of the Office for Equal Opportunity and the U.S. Department of Education's Office for Civil Rights, a description of how to file a complaint of noncompliance under Title IX with specified components, and a link to Title IX information posted on the California Department of Education's (CDE) website (Education Code 221.6, 221.61, 234.6; 34 CFR 106.8). See AR 5145.3 - Nondiscrimination/Harassment and AR 5145.7 - Sexual Harassment.
7. A link to statewide CDE-compiled resources, including community-based organizations, that provide support to youth who have been subjected to school-based discrimination, harassment, intimidation, or bullying and to their families (Education Code 234.5, 234.6). See AR 5145.3 - Nondiscrimination/Harassment.
8. Posters published by the California Civil Rights Department (CRD) including, "California Law Prohibits Workplace Discrimination and Harassment," and for ROPs with five or more employees, "The Rights of Employees Who Are Transgender or Gender Nonconforming," "Your Rights and Obligations as a Pregnant Employee," and "Family Care and Medical Leave and Pregnancy Disability Leave" (Government Code 12950). See AR 4030 - Nondiscrimination in Employment and AR 4161.8/4261.8/4361.8 - Family Care and Medical Leave
9. In accordance with Administrative Regulation 3100 - Budget, beginning January 1, 2027, at least three days before the availability of the proposed budget for public inspection the location and dates at which the proposed budget may be inspected, as well as the location, date, and time of the public hearing (Education Code 42103)

**Other Postings**

The following materials are also required to be posted on the TVROP website. However, there are no specific

requirements related to where they are posted on the website.

1. The TVROP's nondiscrimination policy and regulation, including the complaint procedure and the compliance coordinator's contact information (34 CFR 100.6, 106.8). See BP 0410 - Nondiscrimination in District Programs and Activities and AR 4030 - Nondiscrimination in Employment.
2. Training materials used to train the Title IX Coordinator, investigator(s), decisionmaker(s), and any person(s) who facilitates an informal resolution process in response to a Title IX sexual harassment complaint (34 CFR 106.45). See AR 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures and AR 5145.71 - Title IX Sexual Harassment Complaint Procedures.
3. Contact information for the TVROP's liaison(s) for homeless students and other persons as required by Education Code 48852.6, and information regarding the educational rights and resources available to persons experiencing homelessness (Education Code 48852.6). See AR 6173 - Education for Homeless Children.
4. The section(s) of the TVROP's employee code of conduct addressing interactions with students. These section(s) or a link to them shall be posted on each school's website or, if a school does not have its own website, on the TVROP's website in a manner that is accessible to the public without a password. (Education Code 44050) See BP 4119.21/4219.21/4319.21 - Professional Standards and BP 4119.24/4219.24/4319.24 - Maintaining Appropriate Adult-Student Interactions.
5. If the TVROP includes information about the free and reduced-priced meal program on its website, a nondiscrimination statement about the TVROP's status as an equal opportunity provider and the address of the agency with responsibility to handle complaints made against the TVROP (USDA FNS Instruction 113-1). For the required wording of the statement, see E(1) 3555 - Nutrition Program Compliance.
6. An age appropriate and culturally relevant digitized poster that identifies approaches and shares resources about student mental health, distributed to students online at the beginning of each school year. (Education Code 49428.5)

**Policy Reference Disclaimer:** These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

| State                           | Description                                                                                |
|---------------------------------|--------------------------------------------------------------------------------------------|
| Bus. and Prof. Code 22580-22582 | <a href="#">Privacy rights for California minors in the digital world</a>                  |
| Bus. and Prof. Code 22584-22585 | <a href="#">Student Online Personal Information Protection Act</a>                         |
| Bus. and Prof. Code 22586-22587 | <a href="#">Early Learning Personal Information Protection Act</a>                         |
| Ed. Code 234.1                  | Policy prohibiting discrimination, harassment, intimidation, and bullying                  |
| Ed. Code 234.6                  | Resources on neurodiversity                                                                |
| Ed. Code 32526                  | <a href="#">Use of learning recovery funds</a>                                             |
| Ed. Code 33353                  | <a href="#">California Interscholastic Federation; standardized incident form</a>          |
| Ed. Code 35182.5                | <a href="#">Contracts for advertising</a>                                                  |
| Ed. Code 35258                  | <a href="#">Internet access to school accountability report cards</a>                      |
| Ed. Code 42103                  | <a href="#">Budget notification</a>                                                        |
| Ed. Code 48852.6                | <a href="#">Information regarding homelessness</a>                                         |
| Ed. Code 48907                  | <a href="#">Exercise of free expression; time, place, and manner rules and regulations</a> |
| Ed. Code 48950                  | <a href="#">Speech and other communication</a>                                             |
| Ed. Code 48985.5                | <a href="#">Synthetic drug use</a>                                                         |
| Ed. Code 48985.5                | <a href="#">Synthetic drugs</a>                                                            |
| Ed. Code 49006                  | <a href="#">Seclusion and restraint</a>                                                    |
| Ed. Code 49061                  | <a href="#">Definitions; directory information</a>                                         |
| Ed. Code 49073                  | <a href="#">Release of directory information</a>                                           |

**State**

Ed. Code 5092  
Ed. Code 60048  
Gov. Code 11135  
Gov. Code 12950  
Gov. Code 3307.5  
Gov. Code 7920.000-7930.215  
Pen. Code 14029.5  
Pub. Res. Code 21082.1

**Federal**

16 CFR 312.1-312.13  
17 USC 101-122  
17 USC 504  
20 USC 1232g  
28 CFR 35.200-35.205  
29 USC 705  
29 USC 794  
34 CFR 104.1-104.61  
34 CFR 99.1-99.67  
42 USC 12101-12213

**Management Resources**

CA Civil Rights Department Publication  
CA Civil Rights Department Publication  
CA Civil Rights Department Publication  
CA Civil Rights Department Publication  
Court Decision  
Court Decision  
Court Decision  
Federal Register  
U.S. Department of Agriculture Publication  
U.S. DOE, Office for Civil Rights Publication  
U.S. DOE, Office for Civil Rights Publication  
U.S. DOJ, Civil Rights Division Publication  
Website

**Description**

[Filling Vacancies](#)  
[Commercial brand names, contracts or logos](#)  
[Prohibition of discrimination](#)  
[California Civil Rights Department posters](#)  
[Publishing identity of public safety officers](#)  
[California Public Records Act](#)  
[Prohibition against publishing personal information of person in witness protection program](#)  
[California Environmental Quality Act environmental review documents](#)

**Description**

[Children's Online Privacy Protection Act](#)  
[Subject matter and scope of copyright](#)  
[Penalties for copyright infringement](#)  
[Family Educational Rights and Privacy Act \(FERPA\) of 1974](#)  
Web accessibility requirements  
[Definitions; Vocational Rehabilitation Act](#)  
[Rehabilitation Act of 1973; Section 504](#)  
[Nondiscrimination on the basis of disability](#)  
[Family Educational Rights and Privacy](#)  
[Americans with Disabilities Act](#)

**Description**

[Family Care and Medical Leave and Pregnancy Disability Leave, January 2023](#)  
[California Law Prohibits Workplace Discrimination and Harassment, January 2024](#)  
[The Rights of Employees Who Are Transgender or Gender Nonconforming: Fact Sheet, November 2022](#)  
[Your Rights and Obligations as a Pregnant Employee, January 2023](#)  
Tennessee v. Cardona (2024) 737 F.Supp.3d 510  
[Aaris v. Las Virgenes Unified School District \(1998\) 64 Cal.App.4th 1112](#)  
[City of San Jose v. Superior Court \(2017\) 2 Cal.5th 608](#)  
[Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, May 19, 2020, Vol. 85, No. 97, pages 30026-30579](#)  
[Unpaid Meal Charges: Local Meal Charge Policies, SP 46-2016, July 2016](#)  
[Dear Colleague Letter: Enforcement of Title IX under the provisions of the 2020 Title IX Rule, February 4, 2025](#)  
[Dear Colleague Letter: Race and School Programming, August 2023](#)  
[Nondiscrimination on the Basis of Disability; Accessibility of Web Information and Services of State and Local Government Entities, April 24, 2024, Vol. 89, pages 31320-31396](#)  
[Fact Sheet: New rule on the accessibility of web content and mobile apps provided by state and local governments](#)

**Management Resources**

|                                       |                                                                                                      |
|---------------------------------------|------------------------------------------------------------------------------------------------------|
| Website                               | <a href="#">California Cybersecurity Integration Center</a>                                          |
| Website                               | <a href="#">CSBA District and County Office of Education Legal Services</a>                          |
| Website                               | <a href="#">Governor's Office of Planning and Research, The California Environmental Quality Act</a> |
| Website                               | <a href="#">California Department of Education, Web Accessibility Standards</a>                      |
| Website                               | <a href="#">California School Public Relations Association</a>                                       |
| Website                               | <a href="#">California Interscholastic Federation</a>                                                |
| Website                               | <a href="#">U.S. Department of Justice, Civil Rights Division, Disability Rights Section</a>         |
| Website                               | <a href="#">World Wide Web Consortium, Web Accessibility Initiative</a>                              |
| Website                               | <a href="#">CSBA</a>                                                                                 |
| Website                               | <a href="#">U.S. Department of Education, Office for Civil Rights</a>                                |
| Website                               | <a href="#">California Civil Rights Department</a>                                                   |
| World Wide Web Consortium Publication | <a href="#">Web Content Accessibility Guidelines, December 2024</a>                                  |

**Description****Cross References**

|        |                                                                       |
|--------|-----------------------------------------------------------------------|
| 0000   | <a href="#">Vision</a>                                                |
| 0410   | <a href="#">Nondiscrimination In District Programs And Activities</a> |
| 0440   | <a href="#">District Technology Plan</a>                              |
| 1112   | <a href="#">Media Relations</a>                                       |
| 1114   | <a href="#">District-Sponsored Social Media</a>                       |
| 1114   | <a href="#">District-Sponsored Social Media</a>                       |
| 1312.3 | <a href="#">Uniform Complaint Procedures</a>                          |
| 1312.3 | <a href="#">Uniform Complaint Procedures</a>                          |
| 1325   | <a href="#">Advertising And Promotion</a>                             |
| 1340   | <a href="#">Access To District Records</a>                            |
| 1340   | <a href="#">Access To District Records</a>                            |
| 3100   | <a href="#">Budget</a>                                                |
| 3100   | <a href="#">Budget</a>                                                |
| 3290   | <a href="#">Gifts, Grants And Bequests</a>                            |
| 3311   | <a href="#">Bids</a>                                                  |
| 3311   | <a href="#">Bids</a>                                                  |
| 3513.3 | <a href="#">Tobacco-Free Schools</a>                                  |
| 3513.3 | <a href="#">Tobacco-Free Schools</a>                                  |
| 3515   | <a href="#">Campus Security</a>                                       |
| 3515.7 | <a href="#">Firearms On School Grounds</a>                            |
| 3516   | <a href="#">Emergencies And Disaster Preparedness Plan</a>            |
| 3516   | <a href="#">Emergencies And Disaster Preparedness Plan</a>            |
| 3580   | <a href="#">District Records</a>                                      |
| 3580   | <a href="#">District Records</a>                                      |
| 4030   | <a href="#">Nondiscrimination In Employment</a>                       |
| 4030   | <a href="#">Nondiscrimination In Employment</a>                       |

**Description**

**Cross References**

4040  
4040-E(1)  
4040-E(2)  
4119.21  
4119.21-E(1)  
4119.23  
4131  
4132  
4161.8  
4219.21  
4219.21-E(1)  
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4261.8  
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4319.21-E(1)  
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5125.1  
5125.1  
5125.1-E(1)  
5131.2  
5131.2  
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6163.4  
6163.4-E(1)  
6190  
7150  
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9010  
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**Description**

[Employee Use Of Technology](#)  
[Employee Use Of Technology](#)  
[Employee Use Of Technology](#)  
[Professional Standards](#)  
[Professional Standards](#)  
[Unauthorized Release Of Confidential/Privileged Information](#)  
[Staff Development](#)  
[Publication Or Creation Of Materials](#)  
[Family Care And Medical Leave](#)  
[Professional Standards](#)  
[Professional Standards](#)  
[Unauthorized Release Of Confidential/Privileged Information](#)  
[Staff Development](#)  
[Publication Or Creation Of Materials](#)  
[Family Care And Medical Leave](#)  
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[Professional Standards](#)  
[Unauthorized Release Of Confidential/Privileged Information](#)  
[Staff Development](#)  
[Publication Or Creation Of Materials](#)  
[Family Care And Medical Leave](#)  
[Student And Family Privacy Rights](#)  
[Student Records](#)  
[Student Records](#)  
[Release Of Directory Information](#)  
[Release Of Directory Information](#)  
[Release Of Directory Information](#)  
[Bullying](#)  
[Bullying](#)  
[Use Of Copyrighted Materials](#)  
[Use Of Copyrighted Materials](#)  
[Student Use Of Technology](#)  
[Student Use Of Technology - Agreement](#)  
[Evaluation Of The Instructional Program](#)  
[Site Selection And Development](#)  
[Site Selection And Development](#)  
[Public Statements](#)  
[Board Member Electronic Communications](#)  
[Board Policies](#)  
[Meetings And Notices](#)

**Cross References**

9322

**Description**

[Agenda/Meeting Materials](#)

**Policy 1312.3: Uniform Complaint Procedures**

**Status:** DRAFT

**Original Adopted Date:** 06/12/2024 | **Last Reviewed Date:** 06/12/2024

The Governing Board recognizes that the Tri-Valley ROP has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. The Board encourages the early resolution of complaints whenever possible. To resolve complaints which may require a more formal process, the Board adopts the uniform system of complaint processes specified in 5 CCR 4600-4670 and the accompanying administrative regulation.

**Complaints Subject to UCP**

The TVROP's uniform complaint procedures (UCP) shall be used to investigate and resolve complaints regarding the following programs and activities:

1. Accommodations for pregnant and parenting students (Education Code 46015)
2. Adult education programs (Education Code 8500-8538, 52334.7, 52500-52617)
3. After School Education and Safety programs (Education Code 8482-8484.65)
4. Agricultural career technical education (Education Code 52460-52462)
5. Career technical and technical education and career technical and technical training programs (Education Code 52300-52462)
6. Child care and development programs (Education Code 8200-8488)
7. Compensatory education (Education Code 54400)
8. Consolidated categorical aid programs (Education Code 33315; 34 CFR 299.10-299.12)
9. Course periods without educational content (Education Code 51228.1-51228.3)
10. Discrimination, harassment, intimidation, or bullying in TVROP programs and activities, including in those programs or activities funded directly by or that receive or benefit from any state financial assistance, based on one, or a combination of two or more, protected characteristics, which include, but may not be limited to, a person's actual or perceived race or ethnicity; ancestry; color; ethnic group identification; nationality; national origin; immigration status; sex; sexual orientation; sex stereotypes; gender; gender identity; gender expression; religion; disability; medical condition; genetic information; pregnancy, false pregnancy, childbirth, termination of pregnancy, or related conditions or recovery; and parental, marital, and family status; any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55; or based on the person's association with a person or group with one or more of these actual or perceived characteristics (Education Code 200, 210.1, 210.2, 212, 212.1, 220, 221.51, 230, 260; Government Code 11135, 12926; 5 CCR 4610; 20 USC 1681-1688, 42 USC 2000d-2000d-7) ~~based on a person's actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, immigration status, ethnic group identification, age, religion, marital status, pregnancy, parental status, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55, or based on the person's association with a person or group with one or more of these actual or perceived characteristics (5 CCR 4610)~~

However, the UCP shall not be used to investigate and resolve employment discrimination complaints. (5 CCR 4611)

11. Discrimination includes, but is not limited to, the Board's refusal to approve the use or prohibit the use of any textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or other resource in a school library, on the basis that it includes a study of the role and contributions of any individual or group consistent with the requirements of Education Code 51204.5 and 60040, unless such study would violate Education Code 51501 or 60044. A complaint alleging such unlawful discrimination may, in addition to or in lieu of being filed with the TVROP, be directly filed with the

Superintendent of Public Instruction (SPI). (Education Code 243)

12. Educational and graduation requirements for students in foster care, students experiencing homelessness, students from military families, students formerly in a juvenile court school, students who are migratory, and students participating in a newcomer program (Education Code 48645.7, 48853, 48853.5, 49069.5, 51225.1, 51225.2)
13. Every Student Succeeds Act (Education Code 52059.5; 20 USC 6301 et seq.)
14. Local control and accountability plan (Education Code 52075)
15. Migrant education (Education Code 54440-54445)
16. Physical education instructional minutes (Education Code 51210, 51222, 51223)
17. Student fees (Education Code 49010-49013)
18. Reasonable accommodations to a lactating student (Education Code 222)
19. Regional occupational centers and programs (Education Code 52300-52334.7)
20. School plans for student achievement as required for the consolidated application for specified federal and/or state categorical funding (Education Code 64001)
21. School site councils as required for the consolidated application for specified federal and/or state categorical funding (Education Code 65000)
22. State preschool programs (Education Code 8207-8225)
23. State preschool health and safety issues in license-exempt programs (Education Code 8212)
24. Any complaint alleging retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to this policy
25. Any other state or federal educational program the SPI or designee deems appropriate

The Board recognizes that alternative dispute resolution (ADR) can, depending on the nature of the allegations, offer a process for resolving a complaint in a manner that is acceptable to all parties. An ADR process such as mediation may be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. The Superintendent or designee shall ensure that the use of ADR is consistent with state and federal laws and regulations.

The TVROP shall protect all complainants from retaliation. In investigating complaints, the confidentiality of the parties involved shall be protected as required by law. For any complaint alleging retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the Superintendent or designee shall keep the identity of the complainant, and/or the subject of the complaint if different from the complainant, confidential when appropriate and as long as the integrity of the complaint process is maintained.

When an allegation that is not subject to UCP is included in a UCP complaint, the TVROP shall refer the non-UCP allegation to the appropriate staff or agency and shall investigate and, if appropriate, resolve the UCP-related allegation(s) through the TVROP's UCP.

The Superintendent or designee shall provide training to TVROP staff to ensure awareness and knowledge of current law and requirements related to UCP, including the steps and timelines specified in this policy and the accompanying administrative regulation.

The Superintendent or designee shall maintain a record of each complaint and subsequent related actions, including steps taken during the investigation and all information required for compliance with 5 CCR 4631 and 4633.

#### **Non-UCP Complaints**

The following complaints shall not be subject to the TVROP's UCP but shall be investigated and resolved by the specified agency or through an alternative process:

1. Any complaint alleging child abuse or neglect shall be referred to the County Department of Social Services Protective Services Division or the appropriate law enforcement agency. (5 CCR 4611)
2. Any complaint alleging health and safety violations by a child development program shall, for licensed facilities, be referred to Department of Social Services. (5 CCR 4611)
3. Any complaint alleging that a student, while in an education program or activity in which the TVROP exercises substantial control over the context and respondent, was subjected to sexual harassment as defined in 34 CFR 106.30 shall be addressed through the federal Title IX complaint procedures adopted pursuant to 34 CFR 106.44-106.45, as specified in Administrative Regulation 5145.71 - Title IX Sexual Harassment Complaint Procedures.
4. Any complaint alleging employment discrimination or harassment shall be investigated and resolved by the TVROP in accordance with the procedures specified in Administrative Regulation 4030 - Nondiscrimination in Employment, including the right to file the complaint with the California Civil Rights Department.
5. Any complaint alleging a violation of a state or federal law or regulation related to special education, a settlement agreement related to the provision of a free appropriate public education (FAPE), failure or refusal to implement a due process hearing order to which the TVROP is subject, or a physical safety concern that interferes with the TVROP's provision of FAPE shall be submitted to the California Department of Education (CDE) in accordance with Administrative Regulation 6159.1 - Procedural Safeguards and Complaints for Special Education. (5 CCR 3200-3205)
6. Any complaint alleging noncompliance of the TVROP's food service program with laws regarding meal counting and claiming, reimbursable meals, eligibility of children or adults, or use of cafeteria funds and allowable expenses shall be filed with or referred to CDE in accordance with Board Policy 3555 - Nutrition Program Compliance. (5 CCR 15580-15584)
7. Any allegation of discrimination based on race, color, national origin, sex, age, or disability in the TVROP's food service program shall be filed with or referred to the U.S. Department of Agriculture in accordance with Board Policy 3555 - Nutrition Program Compliance. (5 CCR 15582)
8. Any complaint related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, or teacher vacancies and misassignments shall be investigated and resolved in accordance with Administrative Regulation 1312.4 - Williams Uniform Complaint Procedures. (Education Code 35186)

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**Policy Reference Disclaimer:** These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

| State                  | Description                                                                                                        |
|------------------------|--------------------------------------------------------------------------------------------------------------------|
| 2 CCR 11023            | <a href="#">Harassment and discrimination prevention and correction</a>                                            |
| 5 CCR 15580-15584      | <a href="#">Child nutrition programs complaint procedures</a>                                                      |
| 5 CCR 3200-3205        | <a href="#">Special education compliance complaints</a>                                                            |
| 5 CCR 4600-4670        | Uniform complaint procedures                                                                                       |
| 5 CCR 4600-4687        | <a href="#">Uniform complaint procedures and Williams complaints</a>                                               |
| 5 CCR 4690-4694        | <a href="#">Complaints regarding health and safety issues in license-exempt preschool programs</a>                 |
| 5 CCR 4900-4965        | Nondiscrimination in elementary and secondary educational programs receiving state or federal financial assistance |
| Ed. Code 18100-18203   | <a href="#">School libraries</a>                                                                                   |
| Ed. Code 200-262.4     | <a href="#">Prohibition of discrimination</a>                                                                      |
| Ed. Code 32280-32289.5 | <a href="#">School safety plans</a>                                                                                |

| <b>State</b>              | <b>Description</b>                                                                                                                                 |
|---------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| Ed. Code 33315            | Uniform complaint procedures                                                                                                                       |
| Ed. Code 35186            | <a href="#">Williams uniform complaint procedures</a>                                                                                              |
| Ed. Code 46015            | <a href="#">Parental leave for students</a>                                                                                                        |
| Ed. Code 48645.7          | <a href="#">Juvenile court schools</a>                                                                                                             |
| Ed. Code 48853-48853.5    | <a href="#">Foster youth</a>                                                                                                                       |
| Ed. Code 48900.5          | <a href="#">Suspension; other means of correction</a>                                                                                              |
| Ed. Code 48985            | <a href="#">Notices to parents/guardians in language other than English</a>                                                                        |
| Ed. Code 49010-49013      | <a href="#">Student fees</a>                                                                                                                       |
| Ed. Code 49060-49079      | <a href="#">Student records</a>                                                                                                                    |
| Ed. Code 49069.5          | <a href="#">Records of foster youth</a>                                                                                                            |
| Ed. Code 49490-49590      | <a href="#">Child nutrition programs</a>                                                                                                           |
| Ed. Code 49701            | <a href="#">Provisions of the Interstate Compact on Educational Opportunities for Military Children</a>                                            |
| Ed. Code 51204.5          | <a href="#">Social sciences instruction; contributions of specified groups</a>                                                                     |
| Ed. Code 51210            | <a href="#">Course of study for grades 1-6</a>                                                                                                     |
| Ed. Code 51222            | <a href="#">Physical education</a>                                                                                                                 |
| Ed. Code 51223            | <a href="#">Physical education; elementary schools</a>                                                                                             |
| Ed. Code 51225.1-51225.25 | <a href="#">Foster youth, homeless children, former juvenile court school students, newcomer students; course credits; graduation requirements</a> |
| Ed. Code 51226-51226.1    | <a href="#">Career technical education</a>                                                                                                         |
| Ed. Code 51228.1-51228.3  | <a href="#">Course periods without educational content</a>                                                                                         |
| Ed. Code 51501            | <a href="#">Nondiscriminatory subject matter</a>                                                                                                   |
| Ed. Code 52059.5          | <a href="#">Statewide system of support</a>                                                                                                        |
| Ed. Code 52060-52077      | <a href="#">Local control and accountability plan</a>                                                                                              |
| Ed. Code 52075            | <a href="#">Complaint for lack of compliance with local control and accountability plan requirements</a>                                           |
| Ed. Code 52300-52462      | <a href="#">Career technical education</a>                                                                                                         |
| Ed. Code 52500-52617      | <a href="#">Adult schools</a>                                                                                                                      |
| Ed. Code 54400-54425      | <a href="#">Compensatory education programs</a>                                                                                                    |
| Ed. Code 54440-54445      | <a href="#">Migrant education</a>                                                                                                                  |
| Ed. Code 54460-54529      | <a href="#">Compensatory education programs</a>                                                                                                    |
| Ed. Code 59000-59300      | <a href="#">Special schools and centers</a>                                                                                                        |
| Ed. Code 60010            | <a href="#">Instructional materials; definition</a>                                                                                                |
| Ed. Code 60040-60052      | <a href="#">Requirements for instructional materials</a>                                                                                           |
| Ed. Code 64000-64001      | <a href="#">Consolidated application process; school plan for student achievement</a>                                                              |
| Ed. Code 65000-65001      | <a href="#">School site councils</a>                                                                                                               |
| Ed. Code 8200-8488        | <a href="#">Child care and development programs</a>                                                                                                |
| Ed. Code 8500-8538        | <a href="#">Adult basic education</a>                                                                                                              |
| Gov. Code 11135           | <a href="#">Prohibition of discrimination</a>                                                                                                      |
| Gov. Code 12900-12996     | <a href="#">Fair Employment and Housing Act</a>                                                                                                    |
| H&S Code 1596.792         | <a href="#">California Child Day Care Act; general provisions and definitions</a>                                                                  |

**State**

H&amp;S Code 1596.7925

Pen. Code 422.55

Pen. Code 422.6

**Federal**

20 USC 1221

20 USC 1232g

20 USC 1681-1688

20 USC 6301-6576

20 USC 6801-7014

28 CFR 35.107

29 USC 794

34 CFR 100.3

34 CFR 104.7

34 CFR 106.1-106.82

34 CFR 106.30

34 CFR 106.44

34 CFR 106.45

34 CFR 106.8

34 CFR 110.25

34 CFR 99.1-99.67

42 USC 11431-11435

42 USC 12101-12213

42 USC 2000d-2000d-7

42 USC 2000h-2-2000h-6

42 USC 6101-6107

**Management Resources**

California Department of Education Publication

California Department of Education Publication

California Department of Justice Publication

Court Decision

Court Decision

Court Decision

CSBA Publication

CSBA Publication

**Description**[California Child Day Care Act; health and safety regulations](#)[Definition of hate crime](#)[Crimes; harassment](#)**Description**[Application of laws](#)[Family Educational Rights and Privacy Act \(FERPA\) of 1974](#)

Title IX of the Education Amendments of 1972; discrimination based on sex

Title I Improving the Academic Achievement of the Disadvantaged

Title III language instruction for limited English proficient and immigrant students

[Nondiscrimination on basis of disability; complaints](#)[Rehabilitation Act of 1973; Section 504](#)[Prohibition of discrimination on basis of race, color or national origin](#)[Section 504; Designation of responsible employee and adoption of grievance procedures](#)[Nondiscrimination on the basis of sex in education programs or activities](#)

Discrimination on the basis of sex in education programs and activities; definitions

[Recipient's response to sexual harassment](#)[Grievance process for formal complaints of sexual harassment](#)[Designation of coordinator; dissemination of policy, and adoption of grievance procedures](#)[Notification of nondiscrimination on the basis of age](#)[Family Educational Rights and Privacy](#)

McKinney-Vento Homeless Assistance Act

[Americans with Disabilities Act](#)

Title VI, Civil Rights Act of 1964

Title IX of the Civil Rights Act of 1964

[Age Discrimination Act of 1975](#)**Description**[Uniform Complaint Procedure Program Instrument](#)[Sample UCP Board Policies and Procedures](#)[Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books, January 2024](#)

Tennessee v. Cardona (2024) 737 F.Supp.3d 510

Olmstead v. L.C. ex rel. Zimring (1999) 527 U.S. 581

John T. D. v. River Delta Joint Unified School District (2021) WL 5176356

[Reference: State Roles, Responsibilities, and Process for Instructional Materials Adoption, February 2024](#)[Fact Sheet: Instructional Materials Adoption: Local governing board responsibilities, February 2024](#)

**Management Resources**

CSBA Publication

Federal Register

U.S. DOE, Office for Civil Rights Publication

U.S. DOE, Office for Civil Rights Publication

Website

Website

Website

Website

Website

Website

Website

Website

Website

**Description**[Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities, February 2024](#)[Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, May 19, 2020, Vol. 85, No. 97, pages 30026-30579](#)[Dear Colleague Letter: Enforcement of Title IX under the provisions of the 2020 Title IX Rule, February 4, 2025](#)[Dear Colleague Letter: Responding to Bullying of Students with Disabilities, October 2014](#)[CSBA District and County Office of Education Legal Services](#)[Student Privacy Policy Office](#)[U.S. Department of Agriculture](#)[California Department of Social Services](#)[U.S. Department of Justice](#)[California Civil Rights Department](#)[California Department of Education](#)[CSBA](#)[U.S. Department of Education, Office for Civil Rights](#)**Cross References**

0410

1113

1113

1113-E(1)

1114

1114

1220

1220

1250

1312.1

1312.1

1312.2

1312.2

1312.2-E(1)

1312.4

1312.4-E(2)

1313

1340

1340

3260

3260

3580

**Description**[Nondiscrimination In District Programs And Activities](#)[District And School Websites](#)[District And School Websites](#)[District And School Websites](#)[District-Sponsored Social Media](#)[District-Sponsored Social Media](#)[Citizen Advisory Committees](#)[Citizen Advisory Committees](#)[Visitors/Outsiders](#)[Complaints Concerning District Employees](#)[Complaints Concerning District Employees](#)[Complaints Concerning Instructional Materials](#)[Complaints Concerning Instructional Materials](#)[Complaints Concerning Instructional Materials](#)[Williams Uniform Complaint Procedures](#)[Williams Uniform Complaint Procedures](#)[Civility](#)[Access To District Records](#)[Access To District Records](#)[Fees And Charges](#)[Fees And Charges](#)[District Records](#)

**Cross References**

3580  
4030  
4030  
4112.9  
4118  
4119.1  
4119.11  
4119.11  
4119.12  
4119.12-E(1)  
4119.23  
4131  
4212.9  
4218  
4218  
4219.1  
4219.11  
4219.11  
4219.12  
4219.12-E(1)  
4219.23  
4231  
4244  
4244  
4312.9  
4319.1  
4319.11  
4319.11  
4319.12  
4319.12-E(1)  
4319.23  
4331  
4344  
4344  
5125  
5125  
5131.2  
5131.2  
5131.62  
5137

**Description**

[District Records](#)  
[Nondiscrimination In Employment](#)  
[Nondiscrimination In Employment](#)  
[Employee Notifications](#)  
[Dismissal/Suspension/Disciplinary Action](#)  
[Civil And Legal Rights](#)  
[Sexual Harassment](#)  
[Sexual Harassment](#)  
[Title IX Sexual Harassment Complaint Procedures](#)  
[Title IX Sexual Harassment Complaint Procedures](#)  
[Unauthorized Release Of Confidential/Privileged Information](#)  
[Staff Development](#)  
[Employee Notifications](#)  
[Dismissal/Suspension/Disciplinary Action](#)  
[Dismissal/Suspension/Disciplinary Action](#)  
[Civil And Legal Rights](#)  
[Sexual Harassment](#)  
[Sexual Harassment](#)  
[Title IX Sexual Harassment Complaint Procedures](#)  
[Title IX Sexual Harassment Complaint Procedures](#)  
[Unauthorized Release Of Confidential/Privileged Information](#)  
[Staff Development](#)  
[Complaints](#)  
[Complaints](#)  
[Employee Notifications](#)  
[Civil And Legal Rights](#)  
[Sexual Harassment](#)  
[Sexual Harassment](#)  
[Title IX Sexual Harassment Complaint Procedures](#)  
[Title IX Sexual Harassment Complaint Procedures](#)  
[Unauthorized Release Of Confidential/Privileged Information](#)  
[Staff Development](#)  
[Complaints](#)  
[Complaints](#)  
[Student Records](#)  
[Student Records](#)  
[Bullying](#)  
[Bullying](#)  
[Tobacco](#)  
[Positive School Climate](#)

**Cross References**

5141.22  
5141.22  
5141.4  
5141.4  
5144  
5144.1  
5145.3  
5145.3  
5145.7  
5145.7  
5145.71  
5145.9  
6142.1  
6142.1  
6145  
6161.1  
6161.1-E(1)  
6161.11  
6178.1  
6178.1  
6200  
6200  
9000  
9011  
9012  
9124  
9200  
9321  
9321-E(1)  
9321-E(2)  
9322

**Description**

[Infectious Diseases](#)  
[Infectious Diseases](#)  
[Child Abuse Prevention And Reporting](#)  
[Child Abuse Prevention And Reporting](#)  
[Discipline](#)  
[Suspension And Expulsion/Due Process](#)  
[Nondiscrimination/Harassment](#)  
[Nondiscrimination/Harassment](#)  
[Sexual Harassment](#)  
[Sexual Harassment](#)  
[Title IX Sexual Harassment Complaint Procedures](#)  
[Hate-Motivated Behavior](#)  
[Sexual Health And HIV/AIDS Prevention Instruction](#)  
[Sexual Health And HIV/AIDS Prevention Instruction](#)  
[Extracurricular And Cocurricular Activities](#)  
[Selection And Evaluation Of Instructional Materials](#)  
[Selection And Evaluation Of Instructional Materials](#)  
[Supplementary Instructional Materials](#)  
[Work-Based Learning](#)  
[Work-Based Learning](#)  
[Adult Education](#)  
[Adult Education](#)  
[Role Of The Board](#)  
[Disclosure Of Confidential/Privileged Information](#)  
[Board Member Electronic Communications](#)  
[Attorney](#)  
[Limits Of Board Member Authority](#)  
[Closed Session](#)  
[Closed Session](#)  
[Closed Session](#)  
[Agenda/Meeting Materials](#)

**Regulation 1312.3: Uniform Complaint Procedures**

**Status:** DRAFT

**Original Adopted Date:** 06/12/2024 | **Last Reviewed Date:** 06/12/2024

Except as may otherwise be specifically provided in other Tri- Valley ROP policies, these uniform complaint procedures (UCP) shall be used to investigate and resolve only the complaints specified in the accompanying Board policy.

**Compliance Officers**

The TVROP designates the individual(s), position(s), or unit(s) identified below as responsible for receiving, coordinating, and investigating complaints and for complying with state and federal civil rights laws. The individual(s), position(s), or unit(s) also serve as the compliance officer(s) specified in Administrative Regulation 5145.3 - Nondiscrimination/Harassment responsible for handling complaints regarding unlawful discrimination, harassment, intimidation, or bullying and in Administrative Regulation 5145.7 - Sexual Harassment for handling complaints regarding sexual harassment.

Assistant to the Superintendent  
1040 Florence Road  
925-455-4800  
humanresources@tvrop.org

The compliance officer who receives a complaint may assign another compliance officer to investigate and resolve the complaint. The compliance officer shall promptly notify the complainant and respondent if another compliance officer is assigned to the complaint.

In no instance shall a compliance officer be assigned to a complaint in which the compliance officer has a bias or conflict of interest that would prohibit the fair investigation or resolution of the complaint. Any complaint against a compliance officer or that raises a concern about the compliance officer's ability to investigate the complaint fairly and without bias shall be filed with the Superintendent or designee who shall determine how the complaint will be investigated.

The Superintendent or designee shall ensure that employees assigned to investigate and resolve complaints receive training and are knowledgeable about the laws and programs at issue in the complaints to which they are assigned. Training provided to such employees shall cover current state and federal laws and regulations governing the program; applicable processes for investigating and resolving complaints, including those alleging unlawful discrimination, harassment, intimidation, or bullying; applicable standards for reaching decisions on complaints; and appropriate corrective measures. Assigned employees may have access to legal counsel as determined by the Superintendent or designee.

The compliance officer or, if necessary, an appropriate administrator shall determine whether interim measures are necessary during an investigation and while the result is pending. If interim measures are determined to be necessary, the compliance officer or the administrator shall consult with the Superintendent, the Superintendent's designee, or, if appropriate, the site principal to implement one or more interim measures. The interim measures shall remain in place until the compliance officer determines that they are no longer necessary or until the TVROP issues its final written decision, whichever occurs first.

**Notifications**

The TVROP's UCP policy and administrative regulation shall be posted in all TVROP Programs and offices, including staff lounges and student government meeting rooms. (Education Code 234.1)

In addition, the Superintendent or designee shall annually provide written notification of the TVROP's UCP to students, employees, parents/guardians of TVROP students, TVROP advisory committee members, school advisory committee members, appropriate private school officials or representatives, and other interested parties. (5 CCR 4622)

The notice shall include:

1. A statement that the TVROP is primarily responsible for compliance with federal and state laws and regulations, including those related to prohibition of unlawful discrimination, harassment, intimidation, or

bullying against any protected group, and a list of all programs and activities that are subject to UCP as identified in the section "Complaints Subject to UCP" in the accompanying Board policy

2. The title of the position responsible for processing complaints, the identity of the person(s) currently occupying that position if known, and a statement that such persons will be knowledgeable about the laws and programs that they are assigned to investigate
3. A statement that a UCP complaint, except a complaint alleging unlawful discrimination, harassment, intimidation, or bullying, must be filed no later than one year from the date the alleged violation occurred
4. A statement that a UCP complaint alleging unlawful discrimination, harassment, intimidation, or bullying must be filed no later than six months from the date of the alleged conduct or the date the complainant first obtained knowledge of the facts of the alleged conduct
5. A statement that a student enrolled in a public school shall not be required to pay a fee for participation in an educational activity that constitutes an integral fundamental part of the TVROP's educational program, including curricular and extracurricular activities
6. A statement that a complaint regarding student fees or the local control and accountability plan (LCAP) may be filed anonymously if the complainant provides evidence or information leading to evidence to support the complaint
7. A statement that the TVROP will post a standardized notice of the educational and graduation requirements of foster youth, students experiencing homelessness, children of military families, former juvenile court school students now enrolled in the TVROP, students who are migratory, and students participating in a newcomer program as specified in Education Code 48645.7, 48853, 48853.5, 49069.5, 51225.1, and 51225.2, and the complaint process
8. A statement that complaints will be investigated in accordance with the TVROP's UCP and a written decision will be sent to the complainant within 60 days from the receipt of the complaint, unless this time period is extended by written agreement of the complainant
9. A statement that, for programs within the scope of the UCP as specified in the accompanying Board policy, the complainant has a right to appeal the TVROP's investigation report to the California Department of Education (CDE) by filing a written appeal, including a copy of the original complaint and the TVROP's decision, within 30 calendar days of receiving the TVROP's decision
10. A statement advising the complainant of any civil law remedies, including, but not limited to, injunctions, restraining orders, or other remedies or orders that may be available under state or federal laws prohibiting discrimination, harassment, intimidation, or bullying, if applicable
11. A statement that copies of the TVROP's UCP are available free of charge

The annual notification, complete contact information of the compliance officer(s), and information related to Title IX as required pursuant to Education Code 221.6 and 34 CFR 106.8 shall be posted on the TVROP and TVROP school websites and may be provided through ROP-supported social media, if available.

The Superintendent or designee shall ensure that all students and parents/guardians, including students and parents/guardians with limited English proficiency, have access to the relevant information provided in the TVROP's policy, regulation, forms, and notices concerning the UCP.

If 15 percent or more of students enrolled in a particular TVROP school speak a single primary language other than English, the TVROP's UCP policy, regulation, forms, and notices shall be translated into that language, in accordance with Education Code 234.1 and 48985. In all other instances, the TVROP shall ensure meaningful access to all relevant UCP information for parents/guardians with limited English proficiency.

### **Filing of Complaints**

The complaint shall be presented to the compliance officer who shall maintain a log of complaints received, providing each with a code number and a date stamp. If a site administrator not designated as a compliance officer receives a complaint, the site administrator shall notify the compliance officer.

All complaints shall be filed in writing and signed by the complainant. If a complainant is unable to put a complaint in writing due to conditions such as a disability or illiteracy, TVROP staff shall assist in the filing of the complaint. (5 CCR 4600)

Complaints shall also be filed in accordance with the following rules, as applicable:

1. A complaint alleging TVROP violation of applicable state or federal law or regulations governing the programs specified in the accompanying Board policy may be filed by any individual, public agency, or organization. (5 CCR 4600)
2. Any complaint alleging noncompliance with law regarding the prohibition against student fees, deposits, and charges or any requirement related to the LCAP may be filed anonymously if the complaint provides evidence, or information leading to evidence, to support an allegation of noncompliance. A complaint about a violation of the prohibition against the charging of unlawful student fees may be filed with the principal of the school or with the Superintendent or designee.
3. A UCP complaint, except for a UCP complaint alleging unlawful discrimination, harassment, intimidation, or bullying, shall be filed no later than one year from the date the alleged violation occurred. For complaints related to the LCAP, the date of the alleged violation is the date when the County Superintendent of Programs approves the LCAP that was adopted by the Governing Board. (5 CCR 4630)
4. A complaint alleging unlawful discrimination, harassment, intimidation, or bullying may be filed only by a person who alleges having personally suffered unlawful discrimination, a person who believes that any specific class of individuals has been subjected to unlawful discrimination, or a duly authorized representative who alleges that an individual student has been subjected to discrimination, harassment, intimidation, or bullying. (5 CCR 4630)
5. A complaint alleging unlawful discrimination, harassment, intimidation, or bullying shall be initiated no later than six months from the date that the alleged unlawful discrimination occurred, or six months from the date that the complainant first obtained knowledge of the facts of the alleged unlawful discrimination. The time for filing may be extended for up to 90 days by the Superintendent or designee for good cause upon written request by the complainant setting forth the reasons for the extension. (5 CCR 4630)
6. When a complaint alleging unlawful discrimination, harassment, intimidation, or bullying is filed anonymously, the compliance officer shall pursue an investigation or other response as appropriate, depending on the specificity and reliability of the information provided and the seriousness of the allegation.
7. When a complainant of unlawful discrimination, harassment, intimidation, or bullying or the alleged victim, when not the complainant, requests confidentiality, the compliance officer shall inform the complainant or victim that the request may limit the TVROP's ability to investigate the conduct or take other necessary action. When honoring a request for confidentiality, the TVROP shall nevertheless take all reasonable steps to investigate and resolve/respond to the complaint consistent with the request.

## **Mediation**

Within three business days after receiving the complaint, the compliance officer may informally discuss with all the parties the possibility of using mediation to resolve the complaint. Mediation shall be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving an allegation of sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. If the parties agree to mediation, the compliance officer shall make all arrangements for this process.

Before initiating the mediation of a complaint alleging retaliation or unlawful discrimination, harassment, intimidation, or bullying, the compliance officer shall ensure that all parties agree to permit the mediator access to all relevant confidential information. The compliance officer shall also notify all parties of the right to end the informal process at any time.

If the mediation process does not resolve the problem within the parameters of law, the compliance officer shall proceed with an investigation of the complaint.

The use of mediation shall not extend the TVROP's timelines for investigating and resolving the complaint unless the complainant agrees in writing to such an extension of time. If mediation is successful and the complaint is withdrawn,

then the TVROP shall take only the actions agreed upon through the mediation. If mediation is unsuccessful, the TVROP shall then continue with subsequent steps specified in this administrative regulation.

### **Investigation of Complaint**

The compliance officer shall begin an investigation into the complaint within 10 business days of receiving the complaint.

Within one business day of initiating the investigation, the compliance officer shall provide the complainant and/or the complainant's representative with the opportunity to present the information contained in the complaint to the compliance officer and shall notify the complainant and/or representative of the opportunity to present the compliance officer with any evidence, or information leading to evidence, to support the allegations in the complaint. Such evidence or information may be presented at any time during the investigation.

In conducting the investigation, the compliance officer shall collect all available documents and review all available records, notes, or statements related to the complaint, including any additional evidence or information received from the parties during the course of the investigation. The compliance officer shall individually interview all available witnesses with information pertinent to the complaint, and may visit any reasonably accessible location where the relevant actions are alleged to have taken place. At appropriate intervals, the compliance officer shall inform the parties of the status of the investigation.

To investigate a complaint alleging retaliation or unlawful discrimination, harassment, intimidation, or bullying, the compliance officer shall interview the alleged victim(s), any alleged offender(s), and other relevant witnesses privately, separately, and in a confidential manner. As necessary, additional staff or legal counsel may conduct or support the investigation.

A complainant's refusal to provide the TVROP's investigator with documents or other evidence related to the allegations in the complaint, failure or refusal to cooperate in the investigation, or any other obstruction of the investigation may result in the dismissal of the complaint because of a lack of evidence to support the allegation. Refusal by the TVROP to provide the investigator with access to records and/or information related to the allegations in the complaint, failure or refusal to cooperate in the investigation, or any other obstruction of the investigation may result in a finding based on evidence collected that a violation has occurred and in the imposition of a remedy in favor of the complainant. (5 CCR 4631)

### **Timeline for Investigation Report**

Unless extended by written agreement with the complainant, the investigation report shall be sent to the complainant within 60 calendar days of the TVROP's receipt of the complaint.

Within 30 calendar days of receiving the complaint, the compliance officer shall prepare and send to the complainant a written report, as described in the section "Investigation Report" below. If the complainant is dissatisfied with the compliance officer's decision, the complainant may, within five business days, file the complaint in writing with the Board.

The Board may consider the matter at its next regular Board meeting or at a special Board meeting convened in order to meet the 60-day time limit within which the complaint must be answered. When required by law, the matter shall be considered in closed session. The Board may decide not to hear the complaint, in which case the compliance officer's decision shall be final.

If the Board hears the complaint, the compliance officer shall send the Board's decision to the complainant within 60 calendar days of the TVROP's initial receipt of the complaint or within the time period that has been specified in a written agreement with the complainant. (5 CCR 4631)

For any complaint alleging unlawful discrimination, harassment, intimidation, or bullying, the respondent shall be informed of any extension of the timeline agreed to by the complainant, and, in the same manner as the complainant, may file a complaint with the Board if dissatisfied with the decision.

### **Investigation Report**

For all complaints, the TVROP's investigation report shall include: (5 CCR 4631)

1. The findings of fact based on the evidence gathered

2. A conclusion providing a clear determination for each allegation as to whether the TVROP is in compliance with the relevant law
3. Corrective action(s) whenever the TVROP finds merit in the complaint, including, when required by law, a remedy to all affected students and parents/guardians and, for a student fees complaint, a remedy that complies with Education Code 49013 and 5 CCR 4600
4. Notice of the complainant's right to appeal the TVROP's investigation report to CDE, except when the TVROP has used the UCP to address a complaint not specified in 5 CCR 4610
5. Procedures to be followed for initiating an appeal to CDE

The investigation report may also include follow-up procedures to prevent recurrence or retaliation and for reporting any subsequent problems.

In consultation with TVROP legal counsel, information about the relevant part of an investigation report may be communicated to a victim who is not the complainant and to other parties who may be involved in implementing the investigation report or are affected by the complaint, as long as the privacy of the parties is protected. In a complaint alleging unlawful discrimination, harassment, intimidation, or bullying, notice of the investigation report to the alleged victim shall include information about any sanction to be imposed upon the respondent that relates directly to the alleged victim.

If the complaint involves a limited-English-proficient (LEP) student or parent/guardian, then the TVROP's response, if requested by the complainant, and the investigation report shall be written in English and the primary language in which the complaint was filed.

For complaints alleging unlawful discrimination, harassment, intimidation, or bullying based on state law, the investigation report shall also include a notice to the complainant that:

1. The complainant may pursue available civil law remedies outside of the TVROP's complaint procedures, including, but not limited to, injunctions, restraining orders or other remedies or orders, 60 calendar days after the filing of an appeal with CDE (Education Code 262.3)
2. The 60 days moratorium does not apply to complaints seeking injunctive relief in state courts or to discrimination complaints based on federal law (Education Code 262.3)
3. Complaints alleging discrimination based on race, color, national origin, sex, gender, disability, or age may also be filed with the U.S. Department of Education, Office for Civil Rights at [www.ed.gov/ocr](http://www.ed.gov/ocr) within 180 days of the alleged discrimination

### **Corrective Actions**

When a complaint is found to have merit, the compliance officer shall adopt any appropriate corrective action permitted by law. Appropriate corrective actions that focus on the larger school or TVROP environment may include, but are not limited to, actions to reinforce TVROP policies; training for faculty, staff, and students; updates to school policies; or school climate surveys.

For complaints involving retaliation or unlawful discrimination, harassment, intimidation, or bullying, appropriate remedies that may be offered to the victim but not communicated to the respondent may include, but are not limited to, the following:

1. Counseling
2. Academic support
3. Health services
4. Assignment of an escort to allow the victim to move safely about campus
5. Information regarding available resources and how to report similar incidents or retaliation

6. Separation of the victim from any other individuals involved, provided the separation does not penalize the victim
7. Restorative justice
8. Follow-up inquiries to ensure that the conduct has stopped and there has been no retaliation

For complaints of retaliation or unlawful discrimination, harassment, intimidation, or bullying involving a student as the respondent, appropriate corrective actions that may be provided to the student include, but are not limited to, the following:

1. Transfer from a class or school as permitted by law
2. Parent/guardian conference
3. Education regarding the impact of the conduct on others
4. Positive behavior support
5. Referral to a student success team
6. Denial of participation in extracurricular or cocurricular activities or other privileges as permitted by law
7. Disciplinary action, such as suspension or expulsion, as permitted by law

When an employee is found to have committed retaliation or unlawful discrimination, harassment, intimidation, or bullying, the TVROP shall take appropriate disciplinary action, up to and including dismissal, in accordance with applicable law and collective bargaining agreement.

The TVROP may also consider training and other interventions for the larger school community to ensure that students, staff, and parents/guardians understand the types of behavior that constitute unlawful discrimination, harassment, intimidation, or bullying, that the TVROP does not tolerate it, and how to report and respond to it.

When a complaint is found to have merit, an appropriate remedy shall be provided to the complainant or other affected person.

However, if a complaint alleging noncompliance with the law regarding student fees, deposits, and other charges, physical education instructional minutes, courses without educational content, or any requirement related to the LCAP is found to have merit, the TVROP shall provide a remedy to all affected students and parents/guardians subject to procedures established by regulation of the State Board of Education. (Education Code 49013, 51222, 51223, 51228.3, 52075)

For complaints alleging noncompliance with the law regarding student fees, the TVROP, by engaging in reasonable efforts, shall attempt in good faith to identify and fully reimburse all affected students and parents/guardians who paid the unlawful student fees within one year prior to the filing of the complaint. (Education Code 49013; 5 CCR 4600)

### **Appeals to the California Department of Education**

Any complainant who is dissatisfied with the TVROP's investigation report on a complaint regarding any specified federal or state educational program subject to UCP may file an appeal in writing with CDE within 30 calendar days of receiving the TVROP's investigation report. (5 CCR 4632)

The appeal shall be sent to CDE with a copy of the original locally filed complaint and a copy of the TVROP's investigation report for that complaint. The complainant shall specify and explain the basis for the appeal, including at least one of the following: (5 CCR 4632)

1. The TVROP failed to follow its complaint procedures
2. Relative to the allegations of the complaint, the TVROP's investigation report lacks material findings of fact necessary to reach a conclusion of law

3. The material findings of fact in the TVROP's investigation report are not supported by substantial evidence
4. The legal conclusion in the TVROP's investigation report is inconsistent with the law
5. In a case in which the TVROP found noncompliance, the corrective actions fail to provide a proper remedy

Upon notification by CDE that the TVROP's investigation report has been appealed, the Superintendent or designee shall forward the following documents to CDE within 10 days of the date of notification: (5 CCR 4633)

1. A copy of the original complaint
2. A copy of the TVROP's investigation report
3. A copy of the investigation file including, but not limited to, all notes, interviews, and documents submitted by the parties and gathered by the investigator
4. A report of any action taken to resolve the complaint
5. A copy of the TVROP's UCP
6. Other relevant information requested by CDE

If notified by CDE that the TVROP's investigation report failed to address allegation(s) raised by the complaint, the TVROP shall, within 20 days of the notification, provide CDE and the appellant with an amended investigation report that addresses the allegation(s) that were not addressed in the original investigation report. The amended report shall also inform the appellant of the right to separately appeal the amended report with respect to the allegation(s) that were not addressed in the original report. (5 CCR 4632)

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**Policy Reference Disclaimer:** These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

| State                  | Description                                                                                                        |
|------------------------|--------------------------------------------------------------------------------------------------------------------|
| 2 CCR 11023            | <a href="#">Harassment and discrimination prevention and correction</a>                                            |
| 5 CCR 15580-15584      | <a href="#">Child nutrition programs complaint procedures</a>                                                      |
| 5 CCR 3200-3205        | <a href="#">Special education compliance complaints</a>                                                            |
| 5 CCR 4600-4670        | Uniform complaint procedures                                                                                       |
| 5 CCR 4600-4687        | <a href="#">Uniform complaint procedures and Williams complaints</a>                                               |
| 5 CCR 4690-4694        | <a href="#">Complaints regarding health and safety issues in license-exempt preschool programs</a>                 |
| 5 CCR 4900-4965        | Nondiscrimination in elementary and secondary educational programs receiving state or federal financial assistance |
| Ed. Code 18100-18203   | <a href="#">School libraries</a>                                                                                   |
| Ed. Code 200-262.4     | <a href="#">Prohibition of discrimination</a>                                                                      |
| Ed. Code 32280-32289.5 | <a href="#">School safety plans</a>                                                                                |
| Ed. Code 33315         | Uniform complaint procedures                                                                                       |
| Ed. Code 35186         | <a href="#">Williams uniform complaint procedures</a>                                                              |
| Ed. Code 46015         | <a href="#">Parental leave for students</a>                                                                        |
| Ed. Code 48645.7       | <a href="#">Juvenile court schools</a>                                                                             |
| Ed. Code 48853-48853.5 | <a href="#">Foster youth</a>                                                                                       |
| Ed. Code 48900.5       | <a href="#">Suspension; other means of correction</a>                                                              |
| Ed. Code 48985         | <a href="#">Notices to parents/guardians in language other than English</a>                                        |
| Ed. Code 49010-49013   | <a href="#">Student fees</a>                                                                                       |

**State**

Ed. Code 49060-49079  
Ed. Code 49069.5  
Ed. Code 49490-49590  
  
Ed. Code 49701  
  
Ed. Code 51204.5  
Ed. Code 51210  
Ed. Code 51222  
Ed. Code 51223  
  
Ed. Code 51225.1-51225.25  
  
Ed. Code 51226-51226.1  
Ed. Code 51228.1-51228.3  
Ed. Code 51501  
Ed. Code 52059.5  
Ed. Code 52060-52077  
  
Ed. Code 52075  
  
Ed. Code 52300-52462  
Ed. Code 52500-52617  
Ed. Code 54400-54425  
Ed. Code 54440-54445  
Ed. Code 54460-54529  
Ed. Code 59000-59300  
Ed. Code 60010  
Ed. Code 60040-60052  
Ed. Code 64000-64001  
Ed. Code 65000-65001  
Ed. Code 8200-8488  
Ed. Code 8500-8538  
Gov. Code 11135  
Gov. Code 12900-12996  
H&S Code 1596.792  
H&S Code 1596.7925  
Pen. Code 422.55  
Pen. Code 422.6

**Federal**

20 USC 1221  
20 USC 1232g  
20 USC 1681-1688  
20 USC 6301-6576

**Description**

[Student records](#)  
[Records of foster youth](#)  
[Child nutrition programs](#)  
  
[Provisions of the Interstate Compact on Educational Opportunities for Military Children](#)  
  
[Social sciences instruction; contributions of specified groups](#)  
[Course of study for grades 1-6](#)  
[Physical education](#)  
[Physical education; elementary schools](#)  
  
[Foster youth, homeless children, former juvenile court school students, newcomer students; course credits; graduation requirements](#)  
  
[Career technical education](#)  
[Course periods without educational content](#)  
[Nondiscriminatory subject matter](#)  
[Statewide system of support](#)  
[Local control and accountability plan](#)  
  
[Complaint for lack of compliance with local control and accountability plan requirements](#)  
  
[Career technical education](#)  
[Adult schools](#)  
[Compensatory education programs](#)  
[Migrant education](#)  
[Compensatory education programs](#)  
[Special schools and centers](#)  
[Instructional materials; definition](#)  
[Requirements for instructional materials](#)  
[Consolidated application process; school plan for student achievement](#)  
[School site councils](#)  
[Child care and development programs](#)  
[Adult basic education](#)  
[Prohibition of discrimination](#)  
[Fair Employment and Housing Act](#)  
[California Child Day Care Act; general provisions and definitions](#)  
[California Child Day Care Act; health and safety regulations](#)  
[Definition of hate crime](#)  
[Crimes; harassment](#)

**Description**

[Application of laws](#)  
[Family Educational Rights and Privacy Act \(FERPA\) of 1974](#)  
Title IX of the Education Amendments of 1972; discrimination based on sex  
Title I Improving the Academic Achievement of the Disadvantaged

**Federal**

20 USC 6801-7014

28 CFR 35.107

29 USC 794

34 CFR 100.3

34 CFR 104.7

34 CFR 106.1-106.82

34 CFR 106.30

34 CFR 106.44

34 CFR 106.45

34 CFR 106.8

34 CFR 110.25

34 CFR 99.1-99.67

42 USC 11431-11435

42 USC 12101-12213

42 USC 2000d-2000d-7

42 USC 2000h-2-2000h-6

42 USC 6101-6107

**Description**

Title III language instruction for limited English proficient and immigrant students

[Nondiscrimination on basis of disability; complaints](#)

[Rehabilitation Act of 1973; Section 504](#)

[Prohibition of discrimination on basis of race, color or national origin](#)

[Section 504; Designation of responsible employee and adoption of grievances procedures](#)

[Nondiscrimination on the basis of sex in education programs or activities](#)

Discrimination on the basis of sex in education programs and activities; definitions

[Recipient's response to sexual harassment](#)

[Grievance process for formal complaints of sexual harassment](#)

[Designation of coordinator; dissemination of policy, and adoption of grievance procedures](#)

[Notification of nondiscrimination on the basis of age](#)

[Family Educational Rights and Privacy](#)

McKinney-Vento Homeless Assistance Act

[Americans with Disabilities Act](#)

Title VI, Civil Rights Act of 1964

Title IX of the Civil Rights Act of 1964

[Age Discrimination Act of 1975](#)

**Management Resources**

California Department of Education Publication

California Department of Education Publication

California Department of Justice Publication

Court Decision

Court Decision

Court Decision

CSBA Publication

CSBA Publication

CSBA Publication

Federal Register

U.S. DOE, Office for Civil Rights Publication

U.S. DOE, Office for Civil Rights Publication

Website

Website

**Description**

[Uniform Complaint Procedure Program Instrument](#)

[Sample UCP Board Policies and Procedures](#)

[Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books, January 2024](#)

Tennessee v. Cardona (2024) 737 F.Supp.3d 510

Olmstead v. L.C. ex rel. Zimring (1999) 527 U.S. 581

John T. D. v. River Delta Joint Unified School District (2021) WL 5176356

[Reference: State Roles, Responsibilities, and Process for Instructional Materials Adoption, February 2024](#)

[Fact Sheet: Instructional Materials Adoption: Local governing board responsibilities, February 2024](#)

[Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities, February 2024](#)

[Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, May 19, 2020, Vol. 85, No. 97, pages 30026-30579](#)

[Dear Colleague Letter: Enforcement of Title IX under the provisions of the 2020 Title IX Rule, February 4, 2025](#)

[Dear Colleague Letter: Responding to Bullying of Students with Disabilities, October 2014](#)

[CSBA District and County Office of Education Legal Services](#)

[Student Privacy Policy Office](#)

**Management Resources**

Website

Website

Website

Website

Website

Website

Website

**Description**[U.S. Department of Agriculture](#)[California Department of Social Services](#)[U.S. Department of Justice](#)[California Civil Rights Department](#)[California Department of Education](#)[CSBA](#)[U.S. Department of Education, Office for Civil Rights](#)**Cross References**

0410

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4118

4119.1

4119.11

4119.11

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**Description**[Nondiscrimination In District Programs And Activities](#)[District And School Websites](#)[District And School Websites](#)[District And School Websites](#)[District-Sponsored Social Media](#)[District-Sponsored Social Media](#)[Citizen Advisory Committees](#)[Citizen Advisory Committees](#)[Visitors/Outsiders](#)[Complaints Concerning District Employees](#)[Complaints Concerning District Employees](#)[Complaints Concerning Instructional Materials](#)[Complaints Concerning Instructional Materials](#)[Complaints Concerning Instructional Materials](#)[Williams Uniform Complaint Procedures](#)[Williams Uniform Complaint Procedures](#)[Civility](#)[Access To District Records](#)[Access To District Records](#)[Fees And Charges](#)[Fees And Charges](#)[District Records](#)[District Records](#)[Nondiscrimination In Employment](#)[Nondiscrimination In Employment](#)[Employee Notifications](#)[Dismissal/Suspension/Disciplinary Action](#)[Civil And Legal Rights](#)[Sexual Harassment](#)[Sexual Harassment](#)[Title IX Sexual Harassment Complaint Procedures](#)

**Cross References**

4119.12-E(1)

4119.23

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4212.9

4218

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4219.1

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4219.12-E(1)

4219.23

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**Description**[Title IX Sexual Harassment Complaint Procedures](#)[Unauthorized Release Of Confidential/Privileged Information](#)[Staff Development](#)[Employee Notifications](#)[Dismissal/Suspension/Disciplinary Action](#)[Dismissal/Suspension/Disciplinary Action](#)[Civil And Legal Rights](#)[Sexual Harassment](#)[Sexual Harassment](#)[Title IX Sexual Harassment Complaint Procedures](#)[Title IX Sexual Harassment Complaint Procedures](#)[Unauthorized Release Of Confidential/Privileged Information](#)[Staff Development](#)[Complaints](#)[Complaints](#)[Employee Notifications](#)[Civil And Legal Rights](#)[Sexual Harassment](#)[Sexual Harassment](#)[Title IX Sexual Harassment Complaint Procedures](#)[Title IX Sexual Harassment Complaint Procedures](#)[Unauthorized Release Of Confidential/Privileged Information](#)[Staff Development](#)[Complaints](#)[Complaints](#)[Student Records](#)[Student Records](#)[Bullying](#)[Bullying](#)[Tobacco](#)[Positive School Climate](#)[Infectious Diseases](#)[Infectious Diseases](#)[Child Abuse Prevention And Reporting](#)[Child Abuse Prevention And Reporting](#)[Discipline](#)[Suspension And Expulsion/Due Process](#)[Nondiscrimination/Harassment](#)[Nondiscrimination/Harassment](#)[Sexual Harassment](#)

**Cross References**

5145.7  
5145.71  
5145.9  
6142.1  
6142.1  
6145  
6161.1  
6161.1-E(1)  
6161.11  
6178.1  
6178.1  
6200  
6200  
9000  
9011  
9012  
9124  
9200  
9321  
9321-E(1)  
9321-E(2)  
9322

**Description**

[Sexual Harassment](#)  
[Title IX Sexual Harassment Complaint Procedures](#)  
[Hate-Motivated Behavior](#)  
[Sexual Health And HIV/AIDS Prevention Instruction](#)  
[Sexual Health And HIV/AIDS Prevention Instruction](#)  
[Extracurricular And Cocurricular Activities](#)  
[Selection And Evaluation Of Instructional Materials](#)  
[Selection And Evaluation Of Instructional Materials](#)  
[Supplementary Instructional Materials](#)  
[Work-Based Learning](#)  
[Work-Based Learning](#)  
[Adult Education](#)  
[Adult Education](#)  
[Role Of The Board](#)  
[Disclosure Of Confidential/Privileged Information](#)  
[Board Member Electronic Communications](#)  
[Attorney](#)  
[Limits Of Board Member Authority](#)  
[Closed Session](#)  
[Closed Session](#)  
[Closed Session](#)  
[Agenda/Meeting Materials](#)

**Regulation 3512: Equipment**

**Status:** DRAFT

**Original Adopted Date:** 06/12/2024 | **Last Reviewed Date:** 06/12/2024

TVROP equipment shall be used primarily for educational purposes and/or to conduct TVROP business. The Superintendent or designee shall ensure that all employees, students, and other users understand the appropriate use of TVROP equipment and that any misuse may be cause for disciplinary action or loss of user privilege.

School-connected organizations may be granted reasonable use of the equipment for school-related matters as long as it does not interfere with the use by students or employees or otherwise disrupt TVROP operations.

The Superintendent or designee shall approve the transfer of any TVROP equipment from one work site to another and the removal of any TVROP equipment for off-site use. When any equipment is taken off site, the borrower is responsible for its safe return and shall be fully liable for any loss or damage.

Employees transferred to another work site shall take with them only those personal items that have been purchased with their own funds unless otherwise authorized by the Superintendent or designee or applicable Board policy.

The Superintendent or designee shall maintain an inventory of all equipment currently valued in excess of \$500. (Education Code 35168; 5 CCR 3946)

Additionally, the Superintendent or designee shall maintain property records as specified in Administrative Regulation 3440 - Inventories, including updating property records when there is a change in the status of the property.

When equipment is unusable or is no longer needed, it may be sold, donated, or disposed of in accordance with Education Code 17540-17555 or 2 CFR 200.313, as applicable.

**Equipment Acquired with Federal Funds**

The Superintendent or designee shall obtain prior written approval from the California Department of Education or other awarding agency before purchasing equipment with federal funds. (2 CFR 200.48, 200.313, 200.439)

Additionally, the Superintendent or designee shall obtain prior approval from CDE or other awarding agency before disposing or encumbering equipment purchased with federal funds. (2 CFR 200.313)

Persons involved in the selection, award, or administration of a contract supported by federal funds shall comply with the requirements specified in 2 CFR 200.313 and 200.318, including conflict of interest requirements, act in accordance with Administrative Regulation 3230 - Federal Grant Funds, and comply with Board Bylaw 9270 - Conflict of Interest.

All equipment purchased for federal programs funded through the consolidated application pursuant to Education Code 64000-64001 shall be labeled with the name of the project, identification number, and name of the TVROP. (2 CFR 200.313; 5 CCR 3946)

For any equipment acquired in whole or in part with federal funds, the Superintendent or designee shall develop adequate maintenance procedures to keep the property in good condition. He/she shall also develop adequate safeguards to prevent loss, damage, or theft of the property and shall investigate any loss, damage, or theft. (2 CFR 200.313)

Equipment purchased for use in a federal program shall be used in that program as long as needed, whether or not the program continues to be supported by federal funds. The equipment may be used in other activities currently or previously supported by a federal agency when such use does not interfere with the work on the project or program for which it was originally acquired or when use of the equipment is no longer needed for the original program. (2 CFR 200.313)

**Policy Reference Disclaimer:** These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

| <b>State</b>                                   | <b>Description</b>                                                                                       |
|------------------------------------------------|----------------------------------------------------------------------------------------------------------|
| 5 CCR 16023                                    | <a href="#">Class 1 - Permanent records</a>                                                              |
| 5 CCR 3946                                     | <a href="#">Control, safeguards, disposal of equipment purchased with consolidated application funds</a> |
| 5 CCR 4424                                     | <a href="#">Comparability of services</a>                                                                |
| Ed. Code 17540-17542                           | <a href="#">Sale or lease of personal property by one district to another</a>                            |
| Ed. Code 17545-17555                           | <a href="#">Sale of personal property</a>                                                                |
| Ed. Code 17605                                 | <a href="#">Delegation of authority to purchase supplies and equipment</a>                               |
| Ed. Code 35160                                 | <a href="#">Authority of governing boards</a>                                                            |
| Ed. Code 35168                                 | <a href="#">Inventory of equipment</a>                                                                   |
| Ed. Code 64000-64001                           | <a href="#">Consolidated application process</a>                                                         |
| <b>Federal</b>                                 | <b>Description</b>                                                                                       |
| 2 CFR 200.0-200.521                            | <a href="#">Federal uniform grant guidance</a>                                                           |
| 20 USC 6321                                    | <a href="#">Fiscal requirements/comparability of services</a>                                            |
| <b>Management Resources</b>                    | <b>Description</b>                                                                                       |
| California Department of Education Publication | <a href="#">California School Accounting Manual</a>                                                      |
| Website                                        | <a href="#">CSBA District and County Office of Education Legal Services</a>                              |
| Website                                        | <a href="#">California Department of Education</a>                                                       |
| Website                                        | <a href="#">Office of Management and Budget</a>                                                          |
| <b>Cross References</b>                        | <b>Description</b>                                                                                       |
| 0440                                           | <a href="#">District Technology Plan</a>                                                                 |
| 3000                                           | <a href="#">Concepts And Roles</a>                                                                       |
| 3230                                           | <a href="#">Federal Grant Funds</a>                                                                      |
| 3230                                           | <a href="#">Federal Grant Funds</a>                                                                      |
| 3270                                           | <a href="#">Sale And Disposal Of Books, Equipment And Supplies</a>                                       |
| 3270                                           | <a href="#">Sale And Disposal Of Books, Equipment And Supplies</a>                                       |
| 3300                                           | <a href="#">Expenditures And Purchases</a>                                                               |
| 3311                                           | <a href="#">Bids</a>                                                                                     |
| 3311                                           | <a href="#">Bids</a>                                                                                     |
| 3440                                           | <a href="#">Inventories</a>                                                                              |
| 3515.4                                         | <a href="#">Recovery For Property Loss Or Damage</a>                                                     |
| 3515.4                                         | <a href="#">Recovery For Property Loss Or Damage</a>                                                     |
| 3530                                           | <a href="#">Risk Management/Insurance</a>                                                                |
| 3530                                           | <a href="#">Risk Management/Insurance</a>                                                                |
| 4040                                           | <a href="#">Employee Use Of Technology</a>                                                               |
| 4040-E(1)                                      | <a href="#">Employee Use Of Technology</a>                                                               |
| 4040-E(2)                                      | <a href="#">Employee Use Of Technology</a>                                                               |
| 4118                                           | <a href="#">Dismissal/Suspension/Disciplinary Action</a>                                                 |
| 4119.25                                        | <a href="#">Political Activities Of Employees</a>                                                        |
| 4119.25                                        | <a href="#">Political Activities Of Employees</a>                                                        |

**Cross References**

4156.3

4218

4218

4219.25

4219.25

4256.3

4319.25

4319.25

4356.3

5142

5144

6000

6163.4

6163.4-E(1)

9270

9270-E(1)

**Description**[Employee Property Reimbursement](#)[Dismissal/Suspension/Disciplinary Action](#)[Dismissal/Suspension/Disciplinary Action](#)[Political Activities Of Employees](#)[Political Activities Of Employees](#)[Employee Property Reimbursement](#)[Political Activities Of Employees](#)[Political Activities Of Employees](#)[Employee Property Reimbursement](#)[Safety](#)[Discipline](#)[Concepts And Roles](#)[Student Use Of Technology](#)[Student Use Of Technology - Agreement](#)[Conflict Of Interest](#)[Conflict Of Interest](#)

**Policy 4030: Nondiscrimination In Employment**

Status: DRAFT

Original Adopted Date: 06/12/2024 | Last Reviewed Date: 06/12/2024

The Governing Board is determined to provide a safe, positive environment where all Tri-Valley ROP employees are assured of full and equal employment access and opportunities, protection from harassment and intimidation, and freedom from any fear of reprisal or retribution for asserting their employment rights in accordance with law. For purposes of this policy, employees include job applicants, interns, volunteers, and persons who contracted with the TVROP to provide services, as applicable.

No TVROP employee shall be discriminated against or harassed by any coworker, supervisor, manager, or other person with whom the employee comes in contact in the course of employment, on the basis of of one, or a combination of two or more, protected characteristics which include, but may not be limited to, the employee's actual or perceived race or ethnicity; ancestry; color; ethnic group identification; nationality; national origin; immigration status; sex; sexual orientation; sex stereotypes; gender; gender identity; gender expression; religion; religious creed; age; disability; medical condition; genetic information; pregnancy, false pregnancy, childbirth, termination of pregnancy, or related conditions or recovery; reproductive health decision-making; breastfeeding or related medical conditions; and parental, marital, and family status; or association with a person or group with one or more of these actual or perceived characteristics. (Education Code 200, 210.1, 210.2, 212, 212.1, 220, 230, 260; Government Code 11135, 12920, 12926, 12940; 20 USC 1681-1688, 29 USC 621, 42 USC 2000d-2000d-7, 2000e-2)

the employee's actual or perceived race, color, ancestry, national origin, age, religious creed, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran or military status, sex, sexual orientation, gender, gender identity, gender expression, or association with a person or group with one or more of these actual or perceived characteristics.

Employers are also prohibited from discrimination against employees or job applicants on the basis of reproductive health decisionmaking, defined as a person's decision to use or access a particular drug, device, product, or medical service for reproductive health. (Government Code 12926, 12940)

The TVROP shall not inquire into any employee's immigration status nor discriminate against an employee on the basis of immigration status, unless there is clear and convincing evidence that the TVROP is required to do so in order to comply with federal immigration law. (2 CCR 11028)

Discrimination in employment based on the characteristics listed above is prohibited in all areas of employment and in all employment-related practices, including the following:

1. Hiring, compensation, terms, conditions, and other privileges of employment
2. Taking of adverse employment actions such as termination or denial of employment, promotion, job assignment, or training
3. Unwelcome conduct, whether verbal, physical, or visual, that is so severe or pervasive as to adversely affect an employee's employment opportunities or that has the purpose or effect of unreasonably interfering with the employee's work performance or creating an intimidating, hostile, or offensive work environment
4. Actions and practices identified as unlawful or discriminatory pursuant to Government Code 12940 or 2 CCR 11006-11086, such as:
  - a. Sex discrimination based on an employee's pregnancy, childbirth, breastfeeding, or any related medical condition or on an employee's gender, gender expression, or gender identity, including transgender status
  - b. Religious creed discrimination based on an employee's religious belief or observance, including religious dress or grooming practices, or based on the TVROP's failure or refusal to use reasonable means to accommodate an employee's religious belief, observance, or practice which conflicts with an employment requirement
  - c. Requiring medical or psychological examination of a job applicant or making an inquiry into whether a job applicant has a mental or physical disability or a medical condition or as to the severity of any such disability or condition, without the showing of a job-related need or business necessity

- d. Failure to make reasonable accommodation for the known physical or mental disability of an employee or to engage in a timely, good faith, interactive process with an employee who has requested such accommodations in order to determine the effective reasonable accommodations, if any, to be provided to the employee
- e. Requiring an applicant or employee to disclose information relating to the employee's reproductive health decisionmaking

The Board also prohibits retaliation against any TVROP employee who opposes any discriminatory employment practice by the TVROP or its employees, agents, or representatives or who complains, reports an incident, testifies, assists, or in any way participates in the TVROP's complaint process pursuant to this policy. No employee who requests an accommodation for any protected characteristic listed in this policy shall be subjected to any punishment or sanction, regardless of whether the request was granted. (Government Code 12940; 2 CCR 11028)

No employee shall, in exchange for a raise or bonus or as a condition of employment or continued employment, be required to sign a release of the employee's claim or right to file a claim against the TVROP or a nondisparagement agreement or other document that has the purpose or effect of preventing the employee from disclosing information about harassment, discrimination, or other unlawful acts in the workplace, including any conduct that the employee has reasonable cause to believe is unlawful. (Government Code 12964.5)

Complaints concerning employment discrimination, harassment, or retaliation shall immediately be investigated in accordance with procedures specified in the accompanying administrative regulation. However, complaints alleging sexual harassment under Title IX shall be investigated and resolved in accordance with the procedures specified in Administrative Regulation 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures.

Any supervisory or management employee who observes or has knowledge of an incident of prohibited discrimination or harassment, including harassment of an employee by a nonemployee, shall report the incident to the Superintendent or designated TVROP coordinator as soon as practical after the incident. All other employees are encouraged to report such incidents to their supervisor immediately.

The Superintendent or designee shall use all appropriate means to reinforce the TVROP's nondiscrimination policy, including providing training and information to employees about how to recognize harassment, discrimination, or other prohibited conduct, how to respond appropriately, and components of the TVROP's policies and regulations regarding discrimination. The Superintendent or designee shall regularly review the TVROP's employment practices and, as necessary, shall take action to ensure TVROP compliance with the nondiscrimination laws.

Any TVROP employee who engages in prohibited discrimination, harassment, or retaliation or who aids, abets, incites, compels, or coerces another to engage or attempt to engage in such behavior in violation of this policy shall be subject to disciplinary action, up to and including dismissal.

The TVROP shall maintain and preserve all applications, personnel, membership, or employment referral records and files for at least four years after the records are initially created or received or, for an applicant or a terminated employee, for four years after the date the employment action was taken. However, when the TVROP is notified that a complaint has been filed with the California Civil Rights Department, records related to the employee involved shall be maintained and preserved until the later of the first date after the time for filing a civil action has expired or the first date after the complaint has been fully and finally disposed of and all administrative proceedings, civil actions, appeals, or related proceedings have been terminated. (Government Code 12946)

**Policy Reference Disclaimer:** These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

| State             | Description                                                                                                                        |
|-------------------|------------------------------------------------------------------------------------------------------------------------------------|
| 2 CCR 11006-11086 | Discrimination in employment                                                                                                       |
| 2 CCR 11023       | <a href="#">Harassment and discrimination prevention and correction</a>                                                            |
| 2 CCR 11024       | <a href="#">Required training and education on harassment based on sex, gender identity and expression, and sexual orientation</a> |
| 2 CCR 11027-11028 | <a href="#">National origin and ancestry discrimination</a>                                                                        |

**State**

5 CCR 4900-4965

CA Constitution Article 1, Section 1

Civ. Code 51.7

Ed. Code 200-262.4

Gov. Code 11135

Gov. Code 12900-12996

Gov. Code 12940-12954

Gov. Code 12960-12976

Lab. Code 1030-1034

Lab. Code 1197.5

Lab. Code 79-107

Pen. Code 422.56

**Federal**

20 USC 1681-1688

28 CFR 35.101-35.190

29 CFR 1636

29 USC 218d

29 USC 621-634

29 USC 794

34 CFR 100.6

34 CFR 104.7

34 CFR 104.8

34 CFR 106.1-106.82

34 CFR 110.1-110.39

42 USC 12101-12213

42 USC 2000d-2000d-7

42 USC 2000e-2000e-17

42 USC 2000ff-2000ff-11

42 USC 2000gg-2000gg-6

42 USC 2000h-2-2000h-6

42 USC 6101-6107

U.S. Constitution, First Amendment

**Management Resources**

CA Civil Rights Department Publication

CA Civil Rights Department Publication

CA Civil Rights Department Publication

**Description**

Nondiscrimination in elementary and secondary educational programs receiving state or federal financial assistance

[Inalienable rights](#)

[Freedom from violence or intimidation](#)

[Prohibition of discrimination](#)

[Prohibition of discrimination](#)

[Fair Employment and Housing Act](#)

[Unlawful employment practices](#)

[Unlawful employment practices; complaints](#)

[Lactation Accommodation](#)

[Wages, hours, and working conditions](#)

[Division of Labor Standards Enforcement](#)

[Definitions; hate crimes](#)

**Description**

Title IX of the Education Amendments of 1972; discrimination based on sex

Americans with Disabilities Act

[Implementation of the Pregnant Workers Fairness Act](#)

[Fair Labor Standards Act; Providing Urgent Maternal Protections for Nursing Mothers \(PUMP\) Act](#)

[Age Discrimination in Employment Act](#)

[Rehabilitation Act of 1973; Section 504](#)

[Title VI; Compliance information](#)

[Section 504; Designation of responsible employee and adoption of grievances procedures](#)

[Notice of Nondiscrimination on the Basis of Handicap](#)

[Discrimination on the basis of sex; effectuating Title IX](#)

[Nondiscrimination on the basis of age](#)

[Americans with Disabilities Act](#)

Title VI, Civil Rights Act of 1964

Title VII, Civil Rights Act of 1964, as amended

[Genetic Information Nondiscrimination Act of 2008](#)

[Pregnant Workers Fairness Act](#)

Title IX of the Civil Rights Act of 1964

[Age discrimination in federally assisted programs](#)

[Free exercise, free speech, and establishment clauses](#)

**Description**

[Sexual Harassment, January 2023](#)

[Family Care and Medical Leave and Pregnancy Disability Leave, January 2023](#)

[California Law Prohibits Workplace Discrimination and Harassment, January 2024](#)

## Management Resources

CA Civil Rights Department Publication  
CA Civil Rights Department Publication  
CA Civil Rights Department Publication  
Court Decision  
Court Decision  
Court Decision  
Court Decision  
Court Decision  
Court Decision  
Court Decision  
Court Decision  
Court Decision  
Court Decision  
Court Decision  
Court Decision  
Federal Register  
  
U.S. Department of Education Publication  
  
U.S. DOE, Office for Civil Rights Publication  
  
U.S. Equal Employment Opportunity Comm Publication  
Website  
Website  
Website  
Website  
Website  
Website

## Cross References

0410  
1113  
1113  
1113-E(1)  
1114  
1114  
1240  
1240  
1312.1  
1312.1  
1312.3

## Description

[The Rights of Employees Who Are Transgender or Gender Nonconforming: Fact Sheet, November 2022](#)  
[Harassment Prevention Guide for California Employers, 2017](#)  
[Your Rights and Obligations as a Pregnant Employee, January 2023](#)  
Burlington Northern and Santa Fe Ry. Co. v. White (2006) 548 U.S. 53  
Tennessee v. Cardona (2024) 737 F.Supp.3d 510  
Olmstead v. L.C. ex rel. Zimring (1999) 527 U.S. 581  
McDonnell Douglas Corp v. Green (1973) 411 U.S. 792  
John T. D. v. River Delta Joint Unified School District (2021) WL 5176356  
[Burlington Industries, Inc v. Ellerth \(1998\) 524 U.S. 742](#)  
[Faragher-Ellerth v. City of Boca Raton \(1998\) 524 U.S. 775](#)  
[Groff v. DeJoy \(2023\) 600 U.S. 447](#)  
[Kennedy v. Bremerton \(2022\) 142 S.Ct. 2407](#)  
[Shephard v. Loyola Marymount \(2002\) 102 Cal.App. 4th 837](#)  
[Thomson v. North American Stainless LP \(2011\) 62 U.S. 170](#)  
[Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, May 19, 2020, Vol. 85, No. 97, pages 30026-30579](#)  
[Guidance on Constitutionally Protected Prayer and Religious Expression in Public Elementary and Secondary Schools, May 2023](#)  
[Dear Colleague Letter: Enforcement of Title IX under the provisions of the 2020 Title IX Rule, February 4, 2025](#)  
[EEOC Compliance Manual](#)  
[U.S. Department of Labor, Office of Federal Contract Compliance Program](#)  
[CSBA District and County Office of Education Legal Services](#)  
[California Department of Industrial Relations](#)  
[California Civil Rights Department](#)  
[U.S. Department of Education, Office for Civil Rights](#)  
[U.S. Equal Employment Opportunity Commission](#)

## Description

[Nondiscrimination In District Programs And Activities](#)  
[District And School Websites](#)  
[District And School Websites](#)  
[District And School Websites](#)  
[District-Sponsored Social Media](#)  
[District-Sponsored Social Media](#)  
[Volunteer Assistance](#)  
[Volunteer Assistance](#)  
[Complaints Concerning District Employees](#)  
[Complaints Concerning District Employees](#)  
[Uniform Complaint Procedures](#)

**Cross References****Description**

|              |                                                                             |
|--------------|-----------------------------------------------------------------------------|
| 1312.3       | <a href="#">Uniform Complaint Procedures</a>                                |
| 1313         | <a href="#">Civility</a>                                                    |
| 3312         | <a href="#">Contracts</a>                                                   |
| 3530         | <a href="#">Risk Management/Insurance</a>                                   |
| 3530         | <a href="#">Risk Management/Insurance</a>                                   |
| 3580         | <a href="#">District Records</a>                                            |
| 3580         | <a href="#">District Records</a>                                            |
| 3600         | <a href="#">Consultants</a>                                                 |
| 4000         | <a href="#">Concepts And Roles</a>                                          |
| 4032         | <a href="#">Reasonable Accommodation</a>                                    |
| 4033         | <a href="#">Lactation Accommodation</a>                                     |
| 4111         | <a href="#">Recruitment And Selection</a>                                   |
| 4111.2       | <a href="#">Legal Status Requirement</a>                                    |
| 4111.2       | <a href="#">Legal Status Requirement</a>                                    |
| 4112.4       | <a href="#">Health Examinations</a>                                         |
| 4112.5       | <a href="#">Criminal Record Check</a>                                       |
| 4112.5-E(1)  | <a href="#">Criminal Record Check</a>                                       |
| 4112.6       | <a href="#">Personnel Files</a>                                             |
| 4112.8       | <a href="#">Employment Of Relatives</a>                                     |
| 4112.9       | <a href="#">Employee Notifications</a>                                      |
| 4113.5       | <a href="#">Working Remotely</a>                                            |
| 4114         | <a href="#">Transfers</a>                                                   |
| 4118         | <a href="#">Dismissal/Suspension/Disciplinary Action</a>                    |
| 4119.1       | <a href="#">Civil And Legal Rights</a>                                      |
| 4119.11      | <a href="#">Sexual Harassment</a>                                           |
| 4119.11      | <a href="#">Sexual Harassment</a>                                           |
| 4119.12      | <a href="#">Title IX Sexual Harassment Complaint Procedures</a>             |
| 4119.12-E(1) | <a href="#">Title IX Sexual Harassment Complaint Procedures</a>             |
| 4119.22      | <a href="#">Dress And Grooming</a>                                          |
| 4119.23      | <a href="#">Unauthorized Release Of Confidential/Privileged Information</a> |
| 4131         | <a href="#">Staff Development</a>                                           |
| 4144         | <a href="#">Complaints</a>                                                  |
| 4144         | <a href="#">Complaints</a>                                                  |
| 4151         | <a href="#">Employee Compensation</a>                                       |
| 4154         | <a href="#">Health And Welfare Benefits</a>                                 |
| 4154         | <a href="#">Health And Welfare Benefits</a>                                 |
| 4161.5       | <a href="#">Military Leave</a>                                              |
| 4161.8       | <a href="#">Family Care And Medical Leave</a>                               |
| 4211         | <a href="#">Recruitment And Selection</a>                                   |
| 4211.2       | <a href="#">Legal Status Requirement</a>                                    |

**Cross References**

4211.2

4212.4

4212.6

4212.8

4212.9

4213.5

4218

4218

4219.1

4219.11

4219.11

4219.12

4219.12-E(1)

4219.22

4219.23

4231

4244

4244

4251

4254

4254

4261.5

4261.8

4311

4311.2

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4312.6

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4313.5

4319.1

4319.11

4319.11

4319.12

4319.12-E(1)

4319.22

4319.23

4331

4344

**Description**[Legal Status Requirement](#)[Health Examinations](#)[Personnel Files](#)[Employment Of Relatives](#)[Employee Notifications](#)[Working Remotely](#)[Dismissal/Suspension/Disciplinary Action](#)[Dismissal/Suspension/Disciplinary Action](#)[Civil And Legal Rights](#)[Sexual Harassment](#)[Sexual Harassment](#)[Title IX Sexual Harassment Complaint Procedures](#)[Title IX Sexual Harassment Complaint Procedures](#)[Dress And Grooming](#)[Unauthorized Release Of Confidential/Privileged Information](#)[Staff Development](#)[Complaints](#)[Complaints](#)[Employee Compensation](#)[Health And Welfare Benefits](#)[Health And Welfare Benefits](#)[Military Leave](#)[Family Care And Medical Leave](#)[Recruitment And Selection](#)[Legal Status Requirement](#)[Legal Status Requirement](#)[Health Examinations](#)[Personnel Files](#)[Employment Of Relatives](#)[Employee Notifications](#)[Working Remotely](#)[Civil And Legal Rights](#)[Sexual Harassment](#)[Sexual Harassment](#)[Title IX Sexual Harassment Complaint Procedures](#)[Title IX Sexual Harassment Complaint Procedures](#)[Dress And Grooming](#)[Unauthorized Release Of Confidential/Privileged Information](#)[Staff Development](#)[Complaints](#)

**Cross References**

4344

4351

4354

4354

4361.5

4361.8

5145.71

9000

9321

9321-E(1)

9321-E(2)

**Description**[Complaints](#)[Employee Compensation](#)[Health And Welfare Benefits](#)[Health And Welfare Benefits](#)[Military Leave](#)[Family Care And Medical Leave](#)[Title IX Sexual Harassment Complaint Procedures](#)[Role Of The Board](#)[Closed Session](#)[Closed Session](#)[Closed Session](#)

**Regulation 4030: Nondiscrimination In Employment**

Status: DRAFT

Original Adopted Date: 06/12/2024 | Last Reviewed Date: 06/12/2024

All allegations of discrimination in employment, including those involving an employee, job applicant, intern, volunteer, or other person contracted to provide services to the Tri-Valley ROP as defined in the accompanying Board policy, shall be investigated and resolved in accordance with procedures specified in this administrative regulation. However, complaints alleging sexual harassment under Title IX shall be investigated and resolved in accordance with the procedures specified in Administrative Regulation 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures.

The TVROP designates the position identified below as its coordinator for nondiscrimination in employment (coordinator) to organize and manage the TVROP's efforts to comply with state and federal nondiscrimination laws and to answer inquiries regarding the TVROP's nondiscrimination policies. The coordinator may be contacted at:

Superintendent  
1040 Florence Road  
Livermore, CA 94550  
925-455-4800  
humanresources@tvrop.org

**Measures to Prevent Discrimination**

To prevent unlawful discrimination, harassment, and retaliation in TVROP employment, the Superintendent or designee shall implement the following measures:

1. Display in a prominent and accessible location at every work site where the TVROP has employees, and post electronically in a conspicuous location on computers for employee use, up-to-date California Civil Rights Department (CRD) posters on the prohibition of workplace discrimination and harassment, the rights of transgender employees, and the rights and obligations of employees who are pregnant, have a related medical condition, or are recovering from childbirth (Government Code 12950; 2 CCR 11013, 11023, 11049)
2. Publicize the TVROP's nondiscrimination policy and regulation, including the complaint procedures and the coordinator's contact information, by:
  - a. Including them in each announcement, bulletin, or application form that is used in employee recruitment
  - b. Posting them in all TVROP Programs and offices, including staff lounges and other prominent locations
  - c. Posting them on the TVROP's web site and providing easy access to them through ROP-supported social media, when available
3. Disseminate the TVROP's nondiscrimination policy and administrative regulation to all employees by one or more of the following methods: (2 CCR 11023)
  - a. Printing and providing a copy to all employees, with an acknowledgment form for each employee to sign and return
  - b. Sending a copy via email with an acknowledgment return form
  - c. Posting a copy on the TVROP intranet with a tracking system ensuring all employees have read and acknowledged receipt of the policies
  - d. Discussing the policy and regulation with employees upon hire and/or during a new hire orientation session
  - e. Any other way that ensures employees receive and understand the policy
4. Provide to employees a handbook which contains information that clearly describes the TVROP's nondiscrimination policy, procedures for filing a complaint, and resources available to employees who believe they have been the victim of any discriminatory or harassing behavior
5. Provide training regarding the TVROP's nondiscrimination policy, including what constitutes unlawful discrimination, harassment, and retaliation and how and to whom a report of an incident should be made

The TVROP may also provide bystander intervention training to employees which includes information and practical guidance on how to recognize potentially problematic behaviors and which may motivate them to take action when they observe such behaviors. The training and education may include exercises to provide employees with the skills and confidence to intervene as appropriate and to provide them with resources they can call upon that support their intervention. (Government Code 12950.2)

6. Periodically review the TVROP's recruitment, hiring, and promotion processes and regularly monitor the terms, conditions, and privileges of employment to ensure TVROP compliance with law and Board Policy 4111 - Recruitment and Selection
7. For any TVROP facility where 10 percent of employees have a language other than English as their spoken language, translate the policy into every language spoken by at least 10 percent of the workforce (2 CCR 11023)

**Complaint Procedure**

Complaints of sexual harassment shall be investigated and resolved in accordance with AR 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures if the alleged conduct meets the definition of sexual harassment pursuant to 34 CFR 106.30.

Any other complaint alleging unlawful discrimination or harassment covered by this administrative regulation and accompanying Board policy shall be addressed in accordance with the following procedures:

1. Notice and Receipt of Complaint: A complainant may inform a direct supervisor, another supervisor, the coordinator, the Superintendent or, if available, a complaint hotline or an ombudsman. The complainant's direct supervisor may be bypassed in filing a complaint when the supervisor is the subject of the complaint.

The complainant may first attempt to resolve the situation informally with the complainant's supervisor before filing a written complaint.

A supervisor or manager who has received information about an incident of discrimination or harassment, or has observed such an incident, shall report it to the coordinator, whether or not the complainant files a written complaint.

The written complaint should contain the complainant's name, the name of the individual who allegedly committed the act, a description of the incident, the date and location where the incident occurred, any witnesses who may have relevant information, any available evidence of the discrimination or harassment, and any other pertinent information which may assist in investigating and resolving the complaint.

2. Investigation Process: The coordinator shall initiate an impartial investigation of an allegation of discrimination or harassment within five business days of receiving notice of the alleged discriminatory or harassing behavior, regardless of whether a written complaint has been filed or whether the written complaint is complete.

The coordinator shall meet with the complainant to describe the TVROP's complaint procedure and discuss the actions being sought by the complainant in response to the allegation. The coordinator shall inform the complainant that the investigation of the allegations will be fair, timely, and thorough and will be conducted in a manner that provides all parties due process and reaches reasonable conclusions based on the evidence collected. The coordinator shall also inform the parties that the investigation will be kept confidential to the extent possible, but that some information may be disclosed as necessary to conduct an effective investigation.

If the coordinator determines that a detailed fact-finding investigation is necessary, the investigation shall begin immediately. As part of this investigation, the coordinator should interview the complainant, the person accused, and other persons who could be expected to have relevant information.

The coordinator shall track and document the progress of the investigation to ensure reasonable progress and shall inform the parties as necessary.

When necessary to carry out the investigation or to protect employee safety, the coordinator may discuss the complaint with the Superintendent or designee, TVROP legal counsel, or the TVROP's risk manager.

The coordinator shall also determine whether interim measures, such as scheduling changes, transfers, or leaves, need to be taken before the investigation is completed in order to prevent further incidents. The coordinator shall ensure that such interim measures do not constitute retaliation.

3. Written Report on Findings and Remedial/Corrective Action: No more than 20 business days after receiving the complaint, the coordinator shall conclude the investigation and prepare a written report of the findings. This timeline may be extended for good cause. If an extension is needed, the coordinator shall notify the parties and explain the reasons for the extension.

The report shall include the decision and the reasons for the decision and shall summarize the steps taken during the investigation. If a determination has been made that discrimination or harassment occurred, the report shall also include any corrective action(s) that have been or will be taken to address the behavior, provide appropriate options for remedial actions and resolutions for the complainant, and ensure that retaliation or further discrimination or harassment is prevented. The report shall be presented to the Superintendent or designee.

A summary of the findings shall be presented to the complainant and the person accused.

4. Appeal to the Governing Board: The complainant or the person accused may appeal any findings to the Board within 10 business days of receiving the written report of the coordinator's findings. The Superintendent or designee shall provide the Board with all information presented during the investigation. Upon receiving an appeal, the Board shall schedule a hearing as soon as practicable. Any complaint against a TVROP employee shall be addressed in closed session in accordance with law. The Board shall render its decision within 10 business days.

Other Remedies

In addition to filing a discrimination or harassment complaint with the TVROP, a person may file a complaint with either CRD or the Equal Employment Opportunity Commission (EEOC). The time limits for filing such complaints are as follows:

- 1. For filing a complaint with CRD alleging a violation of Government Code 12940-12952, within three years of the alleged discriminatory act(s), unless an exception exists pursuant to Government Code 12960 (Government Code 12960)
- 2. For filing a complaint with EEOC, within 180 days of the alleged discriminatory act(s) (42 USC 2000e-5)
- 3. For filing a complaint with EEOC after first filing a complaint with CRD, within 300 days of the alleged discriminatory act(s) or within 30 days after the termination of proceedings by CRD, whichever is earlier (42 USC 2000e-5)

An employee may also file a complaint with the Wage and Hour Division of the U.S. Department of Labor for an alleged violation of the PUMP Act and/or EEOC for 1218c, 218d, 42 USC 2000gg-2)

Additionally, an employee may file a complaint with the Labor Commissioner at the California Department of Industrial Relations for any alleged violation of Labor Code

**Policy Reference Disclaimer:**These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

| State                                | Description                                                                                                        |
|--------------------------------------|--------------------------------------------------------------------------------------------------------------------|
| 2 CCR 11006-11086                    | Discrimination in employment                                                                                       |
| 2 CCR 11023                          | Harassment and discrimination prevention and correction                                                            |
| 2 CCR 11024                          | Required training and education on harassment based on sex, gender identity and expression, and sexual orientation |
| 2 CCR 11027-11028                    | National origin and ancestry discrimination                                                                        |
| 5 CCR 4900-4965                      | Nondiscrimination in elementary and secondary educational programs receiving state or federal financial assistance |
| CA Constitution Article 1, Section 1 | Inalienable rights                                                                                                 |
| Civ. Code 51.7                       | Freedom from violence or intimidation                                                                              |
| Ed. Code 200-262.4                   | Prohibition of discrimination                                                                                      |
| Gov. Code 11135                      | Prohibition of discrimination                                                                                      |
| Gov. Code 12900-12996                | Fair Employment and Housing Act                                                                                    |
| Gov. Code 12940-12954                | Unlawful employment practices                                                                                      |
| Gov. Code 12960-12976                | Unlawful employment practices; complaints                                                                          |
| Lab. Code 1030-1034                  | Lactation Accommodation                                                                                            |
| Lab. Code 1197.5                     | Wages, hours, and working conditions                                                                               |
| Lab. Code 79-107                     | Division of Labor Standards Enforcement                                                                            |
| Pen. Code 422.56                     | Definitions; hate crimes                                                                                           |

Federal

20 USC 1681-1688  
28 CFR 35.101-35.190  
29 CFR 1636  
29 USC 218d  
29 USC 621-634  
29 USC 794  
34 CFR 100.6  
34 CFR 104.7  
34 CFR 104.8  
34 CFR 106.1-106.82  
34 CFR 110.1-110.39  
42 USC 12101-12213  
42 USC 2000d-2000d-7  
42 USC 2000e-2000e-17  
42 USC 2000ff-2000ff-11  
42 USC 2000gg-2000gg-6  
42 USC 2000h-2-2000h-6  
42 USC 6101-6107  
U.S. Constitution, First Amendment

Management Resources

CA Civil Rights Department Publication  
CA Civil Rights Department Publication  
CA Civil Rights Department Publication  
CA Civil Rights Department Publication  
CA Civil Rights Department Publication  
CA Civil Rights Department Publication  
Court Decision  
Court Decision  
Court Decision  
Court Decision  
Court Decision  
Court Decision  
Court Decision  
Court Decision  
Court Decision  
Federal Register  
  
U.S. Department of Education Publication  
  
U.S. DOE, Office for Civil Rights Publication  
  
U.S. Equal Employment Opportunity Comm Publication  
Website  
Website  
Website  
Website  
Website  
Website

Cross References

0410  
1113  
1113  
1113-E(1)  
1114

Description

Title IX of the Education Amendments of 1972; discrimination based on sex  
Americans with Disabilities Act  
[Implementation of the Pregnant Workers Fairness Act](#)  
[Fair Labor Standards Act; Providing Urgent Maternal Protections for Nursing Mothers \(PUMP\) Act](#)  
[Age Discrimination in Employment Act](#)  
[Rehabilitation Act of 1973; Section 504](#)  
[Title VI: Compliance information](#)  
[Section 504; Designation of responsible employee and adoption of grievances procedures](#)  
[Notice of Nondiscrimination on the Basis of Handicap](#)  
[Discrimination on the basis of sex; effectuating Title IX](#)  
[Nondiscrimination on the basis of age](#)  
[Americans with Disabilities Act](#)  
Title VI, Civil Rights Act of 1964  
Title VII, Civil Rights Act of 1964, as amended  
[Genetic Information Nondiscrimination Act of 2008](#)  
[Pregnant Workers Fairness Act](#)  
Title IX of the Civil Rights Act of 1964  
[Age discrimination in federally assisted programs](#)  
[Free exercise, free speech, and establishment clauses](#)

Description

[Sexual Harassment, January 2023](#)  
[Family Care and Medical Leave and Pregnancy Disability Leave, January 2023](#)  
[California Law Prohibits Workplace Discrimination and Harassment, January 2024](#)  
[The Rights of Employees Who Are Transgender or Gender Nonconforming: Fact Sheet, November 2022](#)  
[Harassment Prevention Guide for California Employers, 2017](#)  
[Your Rights and Obligations as a Pregnant Employee, January 2023](#)  
Burlington Northern and Santa Fe Ry. Co. v. White (2006) 548 U.S. 53  
Tennessee v. Cardona (2024) 737 F.Supp.3d 510  
Olmstead v. L.C. ex rel. Zimring (1999) 527 U.S. 581  
McDonnell Douglas Corp v. Green (1973) 411 U.S. 792  
John T. D. v. River Delta Joint Unified School District (2021) WL 5176356  
[Burlington Industries, Inc v. Ellerth \(1998\) 524 U.S. 742](#)  
[Fragher-Ellerth v. City of Boca Raton \(1998\) 524 U.S. 775](#)  
[Groff v. DeJoy \(2023\) 600 U.S. 447](#)  
[Kennedy v. Bremerton \(2022\) 142 S.Ct. 2407](#)  
[Shephard v. Loyola Marymount \(2002\) 102 Cal.App. 4th 837](#)  
[Thomson v. North American Stainless LP \(2011\) 62 U.S. 170](#)  
[Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, May 19, 2020, Vol. 85, No. 97, pages 30026-30579](#)  
[Guidance on Constitutionally Protected Prayer and Religious Expression in Public Elementary and Secondary Schools, May 2023](#)  
[Dear Colleague Letter: Enforcement of Title IX under the provisions of the 2020 Title IX Rule, February 4, 2025](#)  
[EEOC Compliance Manual](#)  
[U.S. Department of Labor, Office of Federal Contract Compliance Program](#)  
[CSBA District and County Office of Education Legal Services](#)  
[California Department of Industrial Relations](#)  
[California Civil Rights Department](#)  
[U.S. Department of Education, Office for Civil Rights](#)  
[U.S. Equal Employment Opportunity Commission](#)

Description

[Nondiscrimination In District Programs And Activities](#)  
[District And School Websites](#)  
[District And School Websites](#)  
[District And School Websites](#)  
[District-Sponsored Social Media](#)

**Cross References**

1114  
1240  
1240  
1312.1  
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1312.3  
1312.3  
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3530  
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4112.4  
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4112.5-E(1)  
4112.6  
4112.8  
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4119.1  
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4119.12-E(1)  
4119.22  
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4213.5  
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4219.1  
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**Description**

[District-Sponsored Social Media](#)  
[Volunteer Assistance](#)  
[Volunteer Assistance](#)  
[Complaints Concerning District Employees](#)  
[Complaints Concerning District Employees](#)  
[Uniform Complaint Procedures](#)  
[Uniform Complaint Procedures](#)  
[Civility](#)  
[Contracts](#)  
[Risk Management/Insurance](#)  
[Risk Management/Insurance](#)  
[District Records](#)  
[District Records](#)  
[Consultants](#)  
[Concepts And Roles](#)  
[Reasonable Accommodation](#)  
[Lactation Accommodation](#)  
[Recruitment And Selection](#)  
[Legal Status Requirement](#)  
[Legal Status Requirement](#)  
[Health Examinations](#)  
[Criminal Record Check](#)  
[Criminal Record Check](#)  
[Personnel Files](#)  
[Employment Of Relatives](#)  
[Employee Notifications](#)  
[Working Remotely](#)  
[Transfers](#)  
[Dismissal/Suspension/Disciplinary Action](#)  
[Civil And Legal Rights](#)  
[Sexual Harassment](#)  
[Sexual Harassment](#)  
[Title IX Sexual Harassment Complaint Procedures](#)  
[Title IX Sexual Harassment Complaint Procedures](#)  
[Dress And Grooming](#)  
[Unauthorized Release Of Confidential/Privileged Information](#)  
[Staff Development](#)  
[Complaints](#)  
[Complaints](#)  
[Employee Compensation](#)  
[Health And Welfare Benefits](#)  
[Health And Welfare Benefits](#)  
[Military Leave](#)  
[Family Care And Medical Leave](#)  
[Recruitment And Selection](#)  
[Legal Status Requirement](#)  
[Legal Status Requirement](#)  
[Health Examinations](#)  
[Personnel Files](#)  
[Employment Of Relatives](#)  
[Employee Notifications](#)  
[Working Remotely](#)  
[Dismissal/Suspension/Disciplinary Action](#)  
[Dismissal/Suspension/Disciplinary Action](#)  
[Civil And Legal Rights](#)  
[Sexual Harassment](#)

**Cross References**

4219.11  
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4319.23  
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9321-E(2)

**Description**

[Sexual Harassment](#)  
[Title IX Sexual Harassment Complaint Procedures](#)  
[Title IX Sexual Harassment Complaint Procedures](#)  
[Dress And Grooming](#)  
[Unauthorized Release Of Confidential/Privileged Information](#)  
[Staff Development](#)  
[Complaints](#)  
[Complaints](#)  
[Employee Compensation](#)  
[Health And Welfare Benefits](#)  
[Health And Welfare Benefits](#)  
[Military Leave](#)  
[Family Care And Medical Leave](#)  
[Recruitment And Selection](#)  
[Legal Status Requirement](#)  
[Legal Status Requirement](#)  
[Health Examinations](#)  
[Personnel Files](#)  
[Employment Of Relatives](#)  
[Employee Notifications](#)  
[Working Remotely](#)  
[Civil And Legal Rights](#)  
[Sexual Harassment](#)  
[Sexual Harassment](#)  
[Title IX Sexual Harassment Complaint Procedures](#)  
[Title IX Sexual Harassment Complaint Procedures](#)  
[Dress And Grooming](#)  
[Unauthorized Release Of Confidential/Privileged Information](#)  
[Staff Development](#)  
[Complaints](#)  
[Complaints](#)  
[Employee Compensation](#)  
[Health And Welfare Benefits](#)  
[Health And Welfare Benefits](#)  
[Military Leave](#)  
[Family Care And Medical Leave](#)  
[Title IX Sexual Harassment Complaint Procedures](#)  
[Role Of The Board](#)  
[Closed Session](#)  
[Closed Session](#)  
[Closed Session](#)

Policy 4033: Lactation Accommodation

Original Adopted Date: 06/12/2024 | Last Reviewed Date: 06/12/2024

The Governing Board recognizes the immediate and long-term health benefits of breastfeeding and desires to provide a supportive environment for any Tri-Valley ROP employee to express milk for an infant child upon returning to work following the birth of the child. The Board prohibits discrimination, harassment, and/or retaliation against any TVROP employee for seeking an accommodation to express breast milk for an infant child while at work.

An employee shall notify the employee's supervisor or other appropriate personnel in advance of the intent to request an accommodation. The supervisor shall respond to the request and shall work with the employee to make arrangements. If needed, the supervisor shall address scheduling in order to ensure that the employee's essential job duties are covered during the break time.

Lactation accommodations shall be granted unless limited circumstances exist as specified in law. (Labor Code 1031, 1032; 29 USC 207)

Before a determination is made to deny lactation accommodations to an employee, the employee's supervisor shall consult with the Superintendent or designee. When lactation accommodations are denied, the Superintendent or designee shall document the options that were considered and the reasons for denying the accommodations.

The Superintendent or designee shall provide a written response to any employee who was denied the accommodation(s). (Labor Code 1034)

The TVROP shall include this policy in its employee handbook or in any set of policies that the TVROP makes available to employees. In addition, the Superintendent or designee shall distribute the policy to new employees upon hire and when an employee makes an inquiry about or requests parental leave. (Labor Code 1034)

Break Time and Location Requirements

For at least a year after the birth of a child, the TVROP shall provide a reasonable amount of break time to accommodate an employee each time the employee has a need to express breast milk for an infant child. (Labor Code 1030)

To the extent possible, any break time granted for lactation accommodation shall run concurrently with the break time already provided to the employee. Any additional break time used by a non-exempt employee for this purpose shall be unpaid. (Labor Code 1030; 29 USC 207)

The employee shall be provided a lactation space which may be used by the employee for expressing breast milk as needed. The lactation space shall be a private room or location, other than a bathroom, which may be the employee's work area or another location that is in close proximity to the employee's work area and shall meet the following requirements: (Labor Code 1031; 29 USC 218d) the use of a private room or location, other than a bathroom, which may be the employee's work area or another location that is in close proximity to the employee's work area. The room or location provided shall meet the following requirements: (Labor Code 1031; 29 USC 207 218d)

- 1. Is shielded from view and free from intrusion while the employee is expressing milk
- 2. Is safe, clean, and free of hazardous materials, as defined in Labor Code 6382
- 3. Contains a place to sit and a surface to place a breast pump and personal items
- 4. Has access to electricity or alternative devices, including, but not limited to, extension cords or charging stations, needed to operate an electric or battery-powered breast pump
- 5. Has access to a sink with running water and a refrigerator or, if a refrigerator cannot be provided, another cooling device suitable for storing milk in close proximity to the employee's workspace

If a multipurpose room is used for lactation, among other uses, the use of the room for lactation shall take precedence over other uses for the time it is in use for lactation purposes. (Labor Code 1031)

Dispute Resolution

An employee may file a complaint with the Labor Commissioner at the California Department of Industrial Relations for any alleged violation of Labor Code 1030-1034. (Labor Code 1034)

Additionally, an employee may file a complaint with the Wage and Hour Division of the U.S Department of Labor for an alleged violation of the Providing Urgent Mat failure to provide reasonable accommodations pursuant to the Pregnant Workers Fairness Act. (29 USC 218c, 218d, 42 USC 2000gg-2).

**Policy Reference Disclaimer:**These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

| State                                     | Description                                                                                                    |
|-------------------------------------------|----------------------------------------------------------------------------------------------------------------|
| 2 CCR 11035-11051                         | <a href="#">Unlawful sex discrimination; pregnancy, childbirth, and related medical conditions</a>             |
| Civ. Code 43.3                            | <a href="#">Right of mothers to breastfeed in any public or private location</a>                               |
| Ed. Code 200-262.4                        | <a href="#">Prohibition of discrimination</a>                                                                  |
| Gov. Code 12925-12954                     | Unlawful discriminatory employment practices                                                                   |
| Gov. Code 12945                           | <a href="#">Unlawful discrimination based on pregnancy, childbirth, or related medical conditions</a>          |
| Lab. Code 1030-1034                       | <a href="#">Lactation Accommodation</a>                                                                        |
| Lab. Code 6382                            | <a href="#">Procedure for listing hazardous substances</a>                                                     |
| Federal                                   | Description                                                                                                    |
| 29 CFR 1636                               | <a href="#">Implementation of the Pregnant Workers Fairness Act</a>                                            |
| 29 USC 218c                               | Fair Labor Standards Act; protections for employees                                                            |
| 29 USC 218d                               | <a href="#">Fair Labor Standards Act; Providing Urgent Maternal Protections for Nursing Mothers (PUMP) Act</a> |
| 42 USC 2000gg-2000gg-6                    | <a href="#">Pregnant Workers Fairness Act</a>                                                                  |
| U.S. DoL, Wage and Hour Div., Publication | <a href="#">Education FAQs: Pump at Work Frequently Asked Questions</a>                                        |

**Management Resources**

CA Department of Industrial Relations Publication  
California Civil Rights Department Decision  
California Department of Public Health Publication  
Office of the Surgeon General Publication  
U.S. DoL, Wage and Hour Div., Publication  
U.S. DoL, Wage and Hour Div., Publication  
U.S. HHS Office on Women's Health Publication  
Website  
Website  
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Website  
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Website

**Cross References**

0410  
4030  
4030  
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4219.12  
4219.12-E(1)  
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4313.4  
4319.11  
4319.11  
4319.12  
4319.12-E(1)  
4344  
4344  
4361.8

**Description**

[Rest Periods/Lactation Accommodation, Frequently Asked Questions](#)  
[Department of Fair Employment and Housing v. Acosta Tacos \(Chavez\), FEHC Precedential Decision 09-03P, 2009](#)  
[Lactation Accommodation for Employers](#)  
[The Surgeon General's Call to Action to Support Breastfeeding, 2011](#)  
[Frequently Asked Questions: Pumping Breast Milk at Work](#)  
[Fact Sheet #73: FLSA Protections for Employees to Pump Breast Milk at Work, rev. January 2023](#)  
[The Business Case for Breastfeeding: Steps for Creating a Breastfeeding Friendly Worksite, Toolkit, 2008](#)  
[CSBA District and County Office of Education Legal Services](#)  
[California Department of Industrial Relations, Division of Labor and Standards Enforcement](#)  
[California Department of Public Health](#)  
[California Women, Infants and Children Program](#)  
[Centers for Disease Control and Prevention](#)  
[Health Resources and Services Administration](#)  
[Office of the Surgeon General](#)  
[U.S. Department of Labor, Wage and Hour Division, FLSA Protections to Pump at Work](#)  
[U.S. Equal Employment Opportunity Commission](#)

**Description**

[Nondiscrimination In District Programs And Activities](#)  
[Nondiscrimination In Employment](#)  
[Nondiscrimination In Employment](#)  
[Reasonable Accommodation](#)  
[Employee Notifications](#)  
[Temporary Modified/Light-Duty Assignment](#)  
[Sexual Harassment](#)  
[Sexual Harassment](#)  
[Title IX Sexual Harassment Complaint Procedures](#)  
[Title IX Sexual Harassment Complaint Procedures](#)  
[Complaints](#)  
[Complaints](#)  
[Family Care And Medical Leave](#)  
[Employee Notifications](#)  
[Temporary Modified/Light-Duty Assignment](#)  
[Sexual Harassment](#)  
[Sexual Harassment](#)  
[Title IX Sexual Harassment Complaint Procedures](#)  
[Title IX Sexual Harassment Complaint Procedures](#)  
[Complaints](#)  
[Complaints](#)  
[Family Care And Medical Leave](#)

## 11. CORRESPONDENCE

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### Quick Summary / Abstract

Letter from Alysse Castro, Superintendent of Alameda County Office of Education, Positive Certification of the 2025-2026 First Interim Budget Report.

### Supporting Documents



[Positive Cerfication of 2025-26 Frist Interim Budget Report](#)



# Alameda County Office of Education

Alysse Castro, Superintendent

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January 15, 2026

Julie Duncan, Superintendent  
Members of the Board of Education  
Tri-Valley ROP (TVROP) via email

POSITIVE certification of 2025-26 First Interim Budget Report

Dear Superintendent Duncan and Members of the Board,

Tri-Valley ROP filed a POSITIVE certification of the ROP's 2025-26 First Interim Budget Report, covering the period ending October 31st, which TVROP's Board of Education approved on December 10, 2025. A Positive Certification is assigned when a ROP will meet its financial obligations for the remainder of the fiscal year and for the subsequent two fiscal years, based on current forecasts. *ACOE has reviewed TVROP's First Interim Budget Report and concurs with the ROP's POSITIVE certification.*

ACOE is highlighting our concerns in the following areas:

- *TVROP's revenues are declining on average by \$1.0. million, from 2024-25 to 2026-27. This decrease in revenue causes continued deficit spending and decreases in the General Fund Fund Balance.*
- *TVROP is projected to reduce expenditures annually to stay within its reserve requirements.*

We honor the continued hard work and commitment of the District staff, the Board, and the community in these challenging times. Our District Business & Advisory Service Team is here to answer questions or provide support.

In community,

Alysse Castro  
Alameda County Superintendent of Schools

cc: Doug D'Amour, Chief Business Official, Tri-Valley ROP  
Allan Garde, Associate Superintendent of Business Services, ACOE  
Shirene Moreira, Chief of District Business & Advisory Services, ACOE  
Julia Xu, Director III, District Advisory Services, ACOE  
Christopher Raymundo, Fiscal Advisor / Director I, District Advisory Services, ACOE

## 12. SUPERINTENDENT'S REPORT

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### Quick Summary / Abstract

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

## 13. BOARD MEMBER REPORTS

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### Quick Summary / Abstract

Board members may wish to report on their recent activities.

## 14. ANNOUNCEMENTS

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### Quick Summary / Abstract

The next Regular Meeting of the Joint Powers Governing Board is scheduled for Wednesday, March 11, 2025, at 5:30 p.m.

