



EdenAreaROP

GOVERNING BOARD MEETING AGENDA

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

Thursday, May 7, 2026
5:45 pm

Mission: The mission of the Eden Area ROP is to build a foundation for students that prepare them academically, technically, and professionally to meet challenging opportunities of the 21st Century with confidence and purpose.

Vision: Our vision is to embody our Core Values, leveraging our trained skills and knowledge to become visionary leaders in our careers and inspire social and economic growth in our communities.

Core Values: We believe in the Eden Area ROP! Equitable, Accessible, Restorative, Outcomes, Professional

GOVERNING BOARD MEMBERS

Juan Campos, President

Dolly Adams, Vice President

Zachary Borja, Member

Austin Bruckner Carrillo, Member

Jeffery Arthur, Student Board Member

Sofia Castellanos, Student Board Member

San Lorenzo Unified School District

Castro Valley Unified School District

San Leandro Unified School District

Hayward Unified School District

Eden Area ROP

Eden Area ROP



Regular Meeting of the ROP Governing Board

Date: **Thursday, May 7, 2026**
Time: 5:45 p.m.
In-Person (limited seating): Eden Area ROP Board Room (Building A), 26316 Hesperian Blvd., Hayward, CA 94545
Virtual via Zoom: <https://zoom.us/j/98353230547>

Public Comment Instructions:

The Board respects and encourages the public to comment on matters on the Board agenda and within the Board's jurisdiction. The Board fully supports civil discourse and requests that everyone respect each other and their point of view. We strive to model respectful communication for our students in all of our interactions. According to the Brown Act, the Board may not comment or take action on items not on the agenda. This meeting is being recorded to prepare the official minutes.

When it is time for speakers to address the Board, your name will be called, and you will then be unmuted (if attending virtually) or asked to come to the podium (if attending in-person) and allowed to make public comments. Individual speakers are asked to limit their comments to no more than three (3) minutes, unless the Board decides otherwise.

Once called on, speakers are requested to begin by stating their name, and whether the statement is being made as an individual or as a representative of an organization.

Public Comment if attending in-person:

Individuals who would like to address the Board in person must complete a "Request to Address ROP Governing Board" card, available at the entrance to the meeting room, and submit it to the Governing Board's President prior to the start of the agenda item. Once called on, speakers are requested to go to the podium.

Public Comment if attending via Zoom (video or phone):

- **By video conference:** Use the "Raise Hand" button to request to speak when Public Comment is being taken on the eligible agenda item. Instructions on how to "Raise Your Hand" are available at: <https://support.zoom.us/hc/en-us/articles/205566129-Raise-Hand-In-Webinar>. Speakers via Zoom should also ensure that your name matches your Zoom profile name. You will be unmuted during your turn and re-muted once your comment is complete.
- **By phone:** You will be prompted to "Raise Your Hand" by pressing *9 to request to speak when Public Comment is being taken on the eligible agenda item. Instructions on how to "Raise Your Hand" by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by-phone>. You will be unmuted during your turn and re-muted once your comment is complete.

AGENDA

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

Any member of the audience may speak on any agenda item by following this process, or upon recognition by the President by identifying himself/herself/themselves and his/her/their organization affiliation prior to any action taken by the Governing Board. Such presentations may be limited. If there is a desire to address the Governing Board on a matter relating to the Eden Area ROP that does not appear on the agenda, this may be done during the "Public Comment" section.

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

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

- I. **Call to Order**
- II. **Roll Call**
- III. **Approval of Agenda**
- IV. **Vision Statement**
- V. **Mission Statement**
- VI. **Core Values**
- VII. **Public Comment for Agenda items and matters that are related to the Eden Area ROP**

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

The Board welcomes and encourages public comment on items listed on the agenda or within the Board's jurisdiction. We ask that all speakers engage respectfully and honor one another's points of view.

Public Comment Instructions

When it is your turn to speak:

- Your name will be called.
- You will either be unmuted (if joining virtually or by phone) or asked to come forward (if attending in person).
- Please begin by stating your name and whether you are speaking as an individual or on behalf of an organization.
- Each speaker is allowed up to three (3) minutes, unless the Board decides otherwise.
- This meeting is recorded for the official minutes.

If You Are Attending in Person

- Fill out a **"Request to Address Eden Area ROP Governing Board" card** at the entrance.
- Turn it in to the Governing Board President before the agenda item begins.
- When called, please come to the podium to make your comment.

If You Are Joining by Zoom (Computer or Device)

- Use the **"Raise Hand" feature** under "Participants" when the item you wish to comment on is called.
- Please ensure that your name matches your Zoom profile name.
- After your comment, your microphone will be muted again.

If You Are Joining by Phone through Zoom

- Press ***9** on your phone keypad to "Raise Your Hand" when the agenda item is called.
- You will be unmuted when it is your turn to speak.
- After your time has ended, your line will be re-muted.

VIII. Student Board Member Reports

IX. Consent Calendar

Action by the Eden Area ROP Governing Board of the Eden Area Regional Occupational Program means that all items listed under the Consent Calendar are adopted by one single motion, unless a member of the Governing Board, the Superintendent, or a member of the public requests that any such item be removed from the Consent Calendar and voted upon separately.

- A. Request the Governing Board approve the Minutes of the Regular Governing Board Meeting of April 9, 2026 (page 6-13)
- B. Request the Governing Board approve the Bill Warrants (pages 14-20)
- C. Request the Governing Board approve the Personnel Action Items (pages 21-22)
- D. Request the Governing Board approve the Agreement with the Alameda County Office of Education (ACOE) for Delivery Services for the 2026-2027 School Year (pages 23-25)
- E. Request the Governing Board approve the Agreement with the California School Boards Association District Services Corporation (CSBADSC) for GASB Full Report Services for the 2025-2026 School Year (pages 26-28)
- F. Request the Governing Board approve the Agreement with Premier Commercial Cleaning Solutions (PCCS) for Janitorial Services for the 2026-2027 School Year (pages 29-36)
- G. Request the Governing Board approve the MOU with Castro Valley Unified School District (CVUSD) for Career Technical Education Incentive Grant (CTEIG) Round 11 (FY 25-26) Implementation Services from July 1, 2025, through June 30, 2027 (pages 37-39)
- H. Request the Governing Board approve the MOU with Hayward Unified School District (HUSD) for Career Technical Education Incentive Grant (CTEIG) Round 11 (FY 25-26) Implementation Services from July 1, 2025, through June 30, 2027 (pages 40-42)
- I. Request the Governing Board approve the MOU with San Leandro Unified School District (SLUSD) for Career Technical Education Incentive Grant (CTEIG) Round 11 (FY 25-26) Implementation Services from July 1, 2025, through June 30, 2027 (pages 43-45)
- J. Request the Governing Board approve the MOU with San Lorenzo Unified School District (SLzUSD) for Career Technical Education Incentive Grant (CTEIG) Round 11 (FY 25-26) Implementation Services from July 1, 2025, through June 30, 2027 (pages 46-48)

X. Information Items

- A. Recognition of Staff of the Year (pages 50-51)
- B. ROP Pathway Review-Residential & Commercial Construction (pages 52-23)
- C. DECA Update (page 54)
- D. SkillsUSA Update (page 55)

XI. Action Items

- A. Request the Governing Board approve the Second Reading and Adoption of Governing Board Policies, Administrative Regulations, Board Bylaws and Exhibits (pages 57-101)
- B. Request the Governing Board approve the Adoption of Resolution 7-25/26: Day of the Teacher (pages 102-103)
- C. Request the Governing Board approve the Adoption of Resolution 8-25/26: Classified Employees' Week (pages 104-105)

- D. Request the Governing Board approve the Adoption of Resolution 9-25/26: Temporary Borrowing Between Funds (pages 106-107)
- E. Request the Governing Board approve the Adoption of Resolution 10-25/26: Year End Budget Transfers of Funds (pages 108-110)
- F. Request the Governing Board approve the Adoption of Resolution 11-25/26: Authority to Sign Contracts for the 2026-2027 Fiscal Year (pages 111-112)
- G. Request the Governing Board approve the Adoption of Resolution 12-25/26: Delegation of Powers to Agents for the 2026-2027 Fiscal Year (pages 113-114)
- H. Request the Governing Board approve the Adoption of Resolution 13-25/26: In Recognition of the Retirement of Richard Charles (pages 115-116)
- I. Request the Governing Board approve the Zero-Emission Vehicle (ZEV) Technology Curriculum for Year 1 Semester 2 (pages 117-118)
- J. Request the Governing Board approve the Zero-Emission Vehicle (ZEV) Technology II Course Outline (pages 119-134)
- K. Request the Governing Board approve the Renaming of Cesar Chavez Day to Farmworkers Day (page 135)

XII. Communications

- A. Letter from the Alameda County Office of Education regarding the Second Interim (page 137)

XIII. Superintendent’s Report

XIV. Governing Board Reports

XV. Recess to Closed Session

- A. Conference with Legal Counsel-Anticipated Litigation
Significant exposure to litigation pursuant to Government Code 54956.9(d)(2) or (3)
- B. Public Employee Performance Evaluation
Government Code 54957
Title: Superintendent
- C. Public Employee Discipline/Dismissal/Release
Government Code 54957

XVI. Reconvene to Open Session and Report Action Taken in Closed Session

- A. Conference with Legal Counsel-Anticipated Litigation
Significant exposure to litigation pursuant to Government Code 54956.9(d)(2) or (3)
- B. Public Employee Performance Evaluation
Government Code 54957
Title: Superintendent
- C. Public Employee Discipline/Dismissal/Release
Government Code 54957

XVII. Adjournment

CONSENT CALENDAR



**Minutes of the Regular Meeting of the ROP Governing Board
April 9, 2026**

I. Call to Order

Trustee Dolly Adams, Board Vice President, called the meeting to order at 5:48 p.m. on Thursday, April 9, 2026, in the Boardroom, at the Eden Area Regional Occupational Program located at 26316 Hesperian Blvd., Hayward, CA 94545.

II. Roll Call

Eden Area ROP Governing Board Members Present:

Dolly Adams, Vice President	Castro Valley USD
Austin Bruckner Carrillo, Member	Hayward USD
Zachary Borja, Member	San Leandro USD
Kyla Sinegal, Alternate	San Lorenzo USD

Eden Area ROP Governing Board Members Absent:

Juan Campos, President	San Lorenzo USD
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Eden Area ROP Governing Student Board Members Absent:

Jeffery Arthur, Member	Eden Area ROP
Sophia Castellanos, Member	Eden Area ROP

Eden Area ROP Superintendent/Clerk of the Board Present:

Blaine Torpey

Eden Area ROP Administrators Present:

Mercedes Henderson	Human Resources Administrator
Craig Lang	Director of Adult Programs and Apprenticeships
Manuschka Michaud	Principal
Anthony Oum	Fiscal Services Administrator
Michelle Stephens	Assistant Principal

Eden Area ROP Staff Present:

Gabriela Juarez	Executive Assistant
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Others Present:

None

III. Approval of Agenda

Trustee Zachary Borja moved to approve the agenda, Trustee Austin Bruckner Carrillo seconded the motion. By the following vote, the agenda was approved:

Board Member Vote:

AYES:	4 (Adams, Borja, Bruckner Carrillo, Sinegal)
NOES:	0
ABSTENTIONS:	0
ABSENT:	1 (Campos)

Student Board Member Preferential Vote:

AYES:	0
NOES:	0

ABSTENTIONS: 0
ABSENT: 2 (Arthur, Castellanos)

IV. Vision Statement

Blaine Torpey read the Eden Area ROP Vision Statement.

V. Mission Statement

Anthony Oum read the Eden Area ROP Mission Statement.

VI. Core Values

Blaine Torpey read the Eden Area ROP Core Values.

VII. Public Comment for Agenda items and matters that are related to the Eden Area ROP

None.

VIII. Student of the Month Awards

The following students were honored by their teachers, ROP Staff and the Governing Board as students of the month of April 2026:

STUDENT NAME	HIGH SCHOOL	ROP PROGRAM	INSTRUCTOR
Lilyana Davis	Arroyo	First Responder	Peters
Kelly Bermudez	Castro Valley	Careers in Law, Forensics & Public Safety	Kanhai
Ariana Perez	Mt. Eden	Auto Collision & Refinishing	Pareja

The Students of the Month were participating in the SkillsUSA competition in Ontario, CA and were not able to attend in person. Manuschka Michaud, Principal, presented on behalf of the instructors, reading their remarks and playing audio recordings of the students' speeches. A framed certificate of achievement was delivered to each student.

IX. Student Board Member Reports

Blaine Torpey, Superintendent, shared that the Student Board Members were participating in a school production and were therefore unable to attend the meeting.

X. Consent Calendar

As part of the Consent Calendar approval, Trustee Austin Bruckner Carrillo requested that Consent Calendar Item J be pulled for separate consideration, as he had questions regarding that item.

Trustee Zachary Borja moved to approve the Consent Calendar Items as amended, excluding Item J:

- A. Minutes of the Regular Governing Board Meeting of March 5, 2026
- B. Minutes of the Special Governing Board Workshop Meeting of March 6, 2026
- C. Bill Warrants

- D. Personnel Action Items
- E. Quarterly Report on Williams Act Complaints and Resolutions
- F. Statement of Facts Registry of Public Agencies Filing
- G. Receipt of the Grant Award Notification (GAN) for the Career Technical Education Incentive Grant (CTEIG) Round 11 Funds for the 2025-2026 School Year
- H. Agreement with Cabrillo Community College for the K12 Strong Workforce Program Grant Round 8 (CTE Summer Summit) from January 2026 through June 2028
- I. Amended Agreement with Chabot Las Positas Community College District for a College and Career Access Pathways (CCAP) Partnership: A Dual Enrollment Partnership for the 2023-2024 School Year
- J. ~~Revised Contracts with American Stage Tours for Sophomore Tour Transportation for the 2025-2026 School Year~~

Trustee Kyla Sinegal seconded the motion. By the following vote, the consent calendar was approved as amended:

Board Member Vote:

AYES: 4 (Adams, Borja, Bruckner Carrillo, Sinegal)
NOES: 0
ABSTENTIONS: 0
ABSENT: 1 (Campos)

Student Board Member Preferential Vote:

AYES: 0
NOES: 0
ABSTENTIONS: 0
ABSENT: 2 (Arthur, Castellanos)

J. Revised Contracts with American Stage Tours for Sophomore Tour Transportation for the 2025-2026 School Year

During consideration of Consent Calendar Item J (Revised Contracts with American Stage Tours for Sophomore Tour Transportation), Trustee Austin Bruckner Carrillo asked for clarification regarding the contract amount and confirmed that the revised agreement reflects a slight decrease in cost. Trustee Bruckner Carrillo also inquired whether district buses could be utilized for transportation. Superintendent Blaine Torpey responded that available district buses are already maximized across partner districts, noting that not all districts have transportation resources, and that district buses are used whenever possible due to lower cost.

Upon review of and a motion by Trustee Austin Bruckner Carrillo and a second by Trustee Zachary Borja the Governing Board approved the revised contracts with American Stage Tours for Sophomore Tour transportation for the 2025-2026 school year.

Board Member Vote:

AYES: 4 (Adams, Borja, Bruckner Carrillo, Sinegal)
NOES: 0
ABSTENTIONS: 0
ABSENT: 1 (Campos)

Student Board Member Preferential Vote:

AYES: 0
 NOES: 0
 ABSTENTIONS: 0
 ABSENT: 2 (Arthur, Castellanos)

XI. Information Items

A. Adult Programs Update

Craig Lang, Director of Adult Programs and Apprenticeships, presented an overview of Adult Programs and Apprenticeships. Mr. Lang reviewed program offerings, enrollment data, and the populations served, noting that courses are designed to utilize campus facilities during evening hours and support both workforce entry and skill advancement.

Mr. Lang reported strong enrollment across programs, with many classes operating at or near capacity and maintaining waitlists. He explained the structure of key programs, including accelerated electrical training, which allows students to complete required coursework in a shortened timeframe, and noted the importance of aligning programs with employment opportunities. He also shared that some programs, such as cybersecurity, are being further developed to ensure clear job placement pathways before expansion.

Mr. Lang highlighted partnerships with community organizations that provide funding support and student referrals, particularly for adult learners, including immigrants, career changers, and individuals seeking certifications. He also shared examples of employer partnerships and job placement outcomes for program graduates.

In addition, Mr. Lang provided an update on the development of a dental apprenticeship program, including facility upgrades and curriculum progress, with the goal of launching a registered apprenticeship in the coming year. He noted that the program will create opportunities for high school students to transition into paid apprenticeships after graduation.

Mr. Lang also recognized Adult Education Teacher of the Year Todd Daugherty and discussed ongoing efforts to expand programming, explore grant opportunities, and recruit additional instructors to support program growth.

B. First Reading of Governing Board Policies, Administrative Regulations, Board Bylaws and Exhibits

Blaine Torpey, Superintendent, shared that the Eden Area ROP has contracted with California School Boards Association (CSBA) to receive regular updates and suggested policy language for any additions, changes, or modifications to educational code that impacts policy. Staff have reviewed these updates and brought relevant changes to the Board for their consideration.

Superintendent Torpey presented to the Governing Board the first reading of the following board policies, administrative regulations, board bylaws and exhibits:

NUMBER	TYPE	TITLE	STATUS
3440	AR	Inventories	Revise
4119.21/4219.21/ 4319.21	BP	Professional Standards	Revise
4119.21	E(1)	Professional Standards	Revise
4219.21	E(1)	Professional Standards	New

NUMBER	TYPE	TITLE	STATUS
4319.21	E(1)	Professional Standards	Replace
4119.24/4219.24/ 4319.24	BP	Maintaining Appropriate Adult-Student Interactions	Revise
5144.1	BP	Suspension and Expulsion/Due Process	Revise
5144.1	AR	Suspension and Expulsion/Due Process	Revise
5145.2	BP	Freedom Of Speech/Expression	Revise
5145.2	AR	Freedom Of Speech/Expression	Revise
9320	BB	Meetings and Notices	Revise
9320.1	BB	Remote Meetings and Attendance	New
9322	BB	Agenda/Meeting Materials	Revise
9323	BB	Meeting Conduct	Revise

The Governing Board received the first reading and provided direction for staff to incorporate the requested review prior to the second reading.

XII. Action Items

A. Request the Governing Board approve the Second Reading and Adoption of Governing Board Policies, Administrative Regulations, and Exhibit

Upon review of and a motion by Trustee Kyla Sinegal and a second by Trustee Zachary Borja the Governing Board approved the second reading and adoption of Governing Board policies, administrative regulations, and exhibit.

Board Member Vote:

AYES: 4 (Adams, Borja, Bruckner Carrillo, Sinegal)
 NOES: 0
 ABSTENTIONS: 0
 ABSENT: 1 (Campos)

Student Board Member Preferential Vote:

AYES: 0
 NOES: 0
 ABSTENTIONS: 0
 ABSENT: 2 (Arthur, Castellanos)

B. Request the Governing Board approve the Strategic Planning Consultant Proposal

Upon review of and a motion by Trustee Zachary Borja and a second by Trustee Kyla Sinegal the Governing Board approved the strategic planning consultant proposal.

Board Member Vote:

AYES: 4 (Adams, Borja, Bruckner Carrillo, Sinegal)
 NOES: 0
 ABSTENTIONS: 0
 ABSENT: 1 (Campos)

Student Board Member Preferential Vote:

AYES: 0
NOES: 0
ABSTENTIONS: 0
ABSENT: 2 (Arthur, Castellanos)

C. Request the Governing Board approve the Agreement with the Ann Kennedy Group, Inc. for Consultation Services to Comply with the Uniform Public Construction Cost Accounting Act (CUPCCAA) Guidelines from March 1, 2026 through December 31, 2026

Upon review of and a motion by Trustee Kyla Sinegal and a second by Trustee Zachary Borja the Governing Board approved the agreement with the Ann Kennedy Group, Inc. for consultation services to comply with the Uniform Public Construction Cost Accounting Act (CUPCCAA) guidelines from March 1, 2026 through December 31, 2026.

Board Member Vote:

AYES: 4 (Adams, Borja, Bruckner Carrillo, Sinegal)
NOES: 0
ABSTENTIONS: 0
ABSENT: 1 (Campos)

Student Board Member Preferential Vote:

AYES: 0
NOES: 0
ABSTENTIONS: 0
ABSENT: 2 (Arthur, Castellanos)

D. Request the Governing Board approve the Agreement with CBG Consulting for Consultation Services for Procurement from March 1, 2026 through December 31, 2026

Upon review of and a motion by Trustee Zachary Borja and a second by Trustee Kyla Sinegal the Governing Board approved the agreement with CBG Consulting for consultation services for procurement from March 1, 2026 through December 31, 2026.

Board Member Vote:

AYES: 4 (Adams, Borja, Bruckner Carrillo, Sinegal)
NOES: 0
ABSTENTIONS: 0
ABSENT: 1 (Campos)

Student Board Member Preferential Vote:

AYES: 0
NOES: 0
ABSTENTIONS: 0
ABSENT: 2 (Arthur, Castellanos)

XIII. Superintendent's Report

Blaine Torpey, Superintendent, presented the Board with two editions of the Garden Blossom newsletter, which highlights the Eden Area ROP health and wellness garden

and related maintenance and security contributions. He also referenced upcoming events, including the Student of the Year ceremony in March and Legislative Action Day in Sacramento.

Superintendent Torpey reported on participation in statewide advocacy efforts with CTE-focused organizations, including discussions related to CTE funding and legislative proposals affecting the California Career Technical Education Incentive Grant. He explained concerns regarding the current grant structure, including the annual application burden and funding formula limitations, and noted support for legislation that would create a multi-year grant structure and improve funding allocation processes.

He also provided updates on proposed legislation related to the Hayward Promise Neighborhoods initiative, which would restore and support funding previously reduced at the state level, as well as legislation expanding dual enrollment and CCAP agreements. Superintendent Torpey emphasized the importance of clarifying Eden Area ROP's eligibility for participation in CCAP partnerships to ensure continued access to grant funding and dual enrollment opportunities.

Superintendent Torpey recognized Stacy Gibson, classified staff member, who was selected by the Alameda County Office of Education as Classified School Employee of the Year. He highlighted her contributions across multiple Eden Area ROP programs, including support for students with disabilities, merchandising, and student ambassador activities.

Additional highlights included recognition of student and program achievements, including a student accepted into a Tesla program, success in a TED-Ed student talk published on the TED-Ed YouTube channel, and a SkillsUSA chapter receiving a Chapter of Excellence Award at the state level for work focused on responsible and effective use of artificial intelligence.

Superintendent Torpey also provided updates on the strategic plan implementation and completion of the CARB ZEV grant reporting process, noting successful submission ahead of deadlines. He shared examples of student engagement in career technical education pathways, including field trip experiences leading to student interest in employment with AC Transit.

During Board discussion, members requested that Eden Area ROP advocacy letters be shared with partner districts to increase awareness and support. Superintendent Torpey responded that staff could share submitted letters and explore a process for distributing legislative updates and sample language to partner districts to support coordinated advocacy efforts.

XIV. Governing Board Reports

Kyla Sinegal, SLzUSD Board Alternate, expressed appreciation for the opportunity to serve on behalf of President Campos and shared that she was previously in the audience at a prior meeting where she was able to observe and welcome student presentations. Trustee Sinegal stated that she looks forward to continuing participation in the board process and thanked everyone for a positive and successful week.

Austin Bruckner Carrillo, HUSD Board Representative, referenced prior discussion regarding the consideration of a parcel tax and reported that it has now been placed on the ballot for the June election. He stated that the measure proposes a \$98 flat rate parcel tax for a 12-year period and is projected to generate approximately \$4 million annually.

Zachary Borja, SLUSD Board Representative, reported that the district recently passed workforce housing measures supported by a bond and has purchased land for approximately \$4 million. He noted that development is expected to begin within the next six months following completion of permitting and related approvals, and that labor negotiations are ongoing. Trustee Borja also shared that he will be attending the Coast2Coast Federal Advocacy Trip to engage in advocacy related to education funding and policy, and invited board members to share any additional priorities for representation.

Dolly Adams, CVUSD Board Representative, reported that at the last board meeting the district discussed a bond measure scheduled for consideration on June 2. Trustee Adams stated the proposed bond would support maintenance and infrastructure improvements across elementary schools and other district facilities, with emphasis on addressing enrollment growth and capacity needs. She shared that Castro Valley High School would also receive improvements, including updates to older arts and music facilities and the development of a new multi use building to support professional development, student learning activities, and maker space functions. Trustee Adams explained that the project would help address space limitations at the high school by utilizing areas such as the tennis court site for expanded facilities if the bond is approved. She also noted the district is exploring efforts to improve equity between middle schools by balancing enrollment to reduce reliance on lotteries and improve student placement processes.

XV. Recess to Closed Session

The meeting was called into closed session at 7:28 pm.

- A. Conference with Legal Counsel-Anticipated Litigation
Significant exposure to litigation pursuant to Government Code 54956.9(d)(2) or (3)**
- B. Public Employee Discipline/Dismissal/Release
Government Code 54957**

XVI. Reconvene to Open Session and Report any Action taken in Closed Session

The meeting resumed to open session at 7:54 pm.

- A. Conference with Legal Counsel-Anticipated Litigation
Significant exposure to litigation pursuant to Government Code 54956.9(d)(2) or (3)**

Board Vice President, Dolly Adams, reported that no action was taken.

- B. Public Employee Discipline/Dismissal/Release
Government Code 54957**

Board Vice President, Dolly Adams, reported that no action was taken.

XVII. Adjournment

The meeting was adjourned at 7:55 pm in memory of:

- David Espinoza Jr, son of David Espinoza, Automotive Technology Instructor
- Claude Juice Sajous, brother of Manuschka Michaud, Principal

Approved by the Eden Area ROP Governing Board _____.

Blaine Torpey, Superintendent/Clerk to the Eden Area ROP Governing Board



DATE: May 7, 2026
TO: ROP Governing Board
FROM: Blaine Torpey, Superintendent
PREPARED BY: Sabrina Ubhoff, Accounting Technician
SUBJECT: Request the Governing Board approve the Bill Warrants

CURRENT SITUATION

The bill warrants submitted for approval are for the period of March 26, 2026 through April 21, 2026 and include test warrant numbers and voided warrants.

CONSENT CALENDAR



DATE: May 7, 2026
TO: ROP Governing Board
FROM: Blaine Torpey, Superintendent
PREPARED BY: Mercedes Henderson, Human Resources Administrator
SUBJECT: Request the Governing Board approve the Personnel Action Items

CURRENT SITUATION

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

CONSENT CALENDAR



DATE: May 7, 2026
TO: ROP Governing Board
FROM: Blaine Torpey, Superintendent
PREPARED BY: Anthony Oum, Fiscal Services Administrator
SUBJECT: Request the Governing Board approve the Agreement with the Alameda County Office of Education (ACOE) for Delivery Services for the 2026-2027 School Year

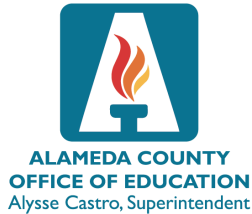
BACKGROUND

Each year, the Eden Area ROP contracts with the Alameda County Office of Education (ACOE) to provide delivery and pick-up services.

CURRENT SITUATION

The attached is the agreement renewal with ACOE, effective July 1, 2026 through June 30, 2027.

CONSENT CALENDAR



2026/2027
Delivery Services Agreement
With
The Alameda County Office of Education

For the purposes of this agreement between Alameda County Office of Education and Eden ROP of Alameda County, a public corporation, organized and existing under and by virtue of the laws of the State of California, the former party shall be referred to as the COUNTY OFFICE and the latter as the DISTRICT.

It is herewith agreed that the COUNTY OFFICE shall provide a delivery service for which the DISTRICT agrees to pay. The service, however, may be cancelled at any time by the COUNTY OFFICE with 30 days written notice to the DISTRICT. It is not anticipated that such an action would take place unless the costs of operating the program are excessive.

The cost of providing the service is \$5,193.30 for 2026/2027 with payment in full to be made upon billing by the COUNTY OFFICE. The charge may be increased or decreased should operating costs exceed or fall below the projections; however, all districts involved would receive their pro-rated share of the increased costs or cost reductions.

The term of this contract is from July 1, 2026 through June 30, 2027.

The current delivery and pick-up will occur based on your current schedule of 3 days per week, but only on the days that the COUNTY OFFICE is open.

Delivery to the DISTRICT shall be made to the following address only: (Please contact Bernadette Mercado to make any address or contact changes at 510-670-4181 or email palss@acoe.org.)

26316 Hesperian Blvd., Hayward, CA 94545

The contact person at the delivery site will be:

Anthony Oum/aoum@edenrop.org

The COUNTY OFFICE will:

1. Pick up district requested materials, envelopes and financial documents addressed to schools/districts at the COUNTY OFFICE and deliver to the address noted above. Each daily delivery shall be limited to an aggregate of fifty pounds (50#).

2. Deliver district requested materials, envelopes and financial documents picked up from the DISTRICT to the COUNTY OFFICE or re-routed to any of the districts participating in the service subject to the same restrictions noted in #1.
3. Have the driver bonded to the maximum amount available under COUNTY OFFICE insurance program.
4. The COUNTY OFFICE will bill the DISTRICT on or about the middle of the fiscal year.
5. The contact person for the COUNTY OFFICE will be:

Charity Hastings / 510-427-5015 / chastings@acoe.org

The DISTRICT will:

1. Herewith authorizes the County's drivers to sign for and carry vendor warrants and "out-of-cycle" (manual) payroll warrants to and from the COUNTY OFFICE.
2. Not use the delivery service to transport case (coin and currency) for deposit.
3. Herewith authorize / not authorize (cross out one) the transmittal of deposits (checks only) to the COUNTY OFFICE via the delivery service.
4. Assume full responsibility for replacing or reissuing any materials produced by it and shipped via the delivery service which might be lost, stolen, destroyed or in some way damaged and will hold the COUNTY OFFICE harmless from any liability attached to the loss or destruction of the material being carried.

DISTRICT, agrees to defend, indemnify and hold harmless the Alameda County Office of Education, its officers, agents, employees and assigns for any and all liability arising out of the negligent or wrongful act of any of them in connection with this agreement. This agreement shall not extend to acts of omissions found to be intentional or grossly negligent by a court of competent jurisdiction.

Insurance coverage for vehicle usage under this agreement is being provided by the COUNTY OFFICE. However, since said office maintains a \$5,000.00 deductible at the present time, DISTRICT executing this agreement herewith acknowledges the deductible as being chargeable to the Delivery Service Program.

IN WITNESS WHEREOF, the COUNTY OFFICE has executed this agreement and the said DISTRICT has agreed to the provision described.

Anthony Oum

Charity Hastings

Signature:

Signature:

Fiscal Services Administrator

Director of Procurement & Support Services

Eden ROP

Alameda County Office of Education

Date: _____

Date: _____



DATE: May 7, 2026
TO: ROP Governing Board
FROM: Blaine Torpey, Superintendent
PREPARED BY: Anthony Oum, Fiscal Services Administrator
SUBJECT: Request the Governing Board approve the Agreement with the California School Boards Association District Services Corporation (CSBADSC) for GASB Full Report Services for the 2025-2026 School Year

BACKGROUND

The Government Accounting Standards Board (GASB) Statement 74 and Statement 75 states that a public agency is required to report as an expense on its financial statements, its liability for cost pertaining to its current and future retired employees' health and other post-retirement benefits (OPEBs) and is permitted to calculate its liability (actuarial valuation) by an alternative measurement method (AMM).

CURRENT SITUATION

The attached agreement between the Eden Area ROP and the California School Boards Association District Services Corporation (CSBADSC) is to provide a full report with measurement dates of 07/01/2025 – 06/30/2026, to be compliant with GASB reporting for the 2025-2026 school year.

CONSENT CALENDAR

**GASB REPORTS
Alternative Measurement Method
Service Agreement**

This GASB REPORTS Alternative Measurement Method (AMM) Agreement, (“Agreement”), is executed by _____ (Public Agency), for the benefit of the California School Boards Association District Services Corporation (“CSBADSC”).

RECITALS

WHEREAS, pursuant to Governmental Accounting Standards Board, Statement 74 (GASB 74) and Statement 75 (GASB 75) Public Agency is required to report as an expense on its financial statements, its liability for costs pertaining to its current and future retired employees' health and other post-employment benefits (OPEBs); and

WHEREAS, Public Agency is permitted pursuant to GASB 74 and GASB 75 to calculate its liability (actuarial valuation) by an alternative measurement method; and

WHEREAS, CSBADSC offers actuarial valuation calculation service (GASB REPORTS AMM service) to public agencies.

NOW THEREFORE, in consideration of CSBADSC providing a GASB AMM report for Public Agency, and for other good and valuable consideration the receipt and sufficiency of which Public Agency hereby acknowledges, Public Agency agrees as follows:

1. That Public Agency will pay CSBADSC a fee of _____ upon completion of the actuarial valuation.
2. That Public Agency will pay CSBADSC an additional fee, at the rate of \$250 per hour or a fraction thereof, if it requests additional technical support related to the actuarial valuation, and the support would require the actuary's expertise.
3. That Public Agency acknowledges that accurate data is critical to calculating a reliable actuarial valuation and that CSBADSC is not liable for an incorrect actuarial valuation that is caused by erroneous data supplied by Public Agency.
4. That Public Agency acknowledges that CSBADSC will not be liable for any indirect, special, consequential, or incidental loss or damage to Public Agency or any other person for the use of or reliance on the Report. If the Report is incorrect, Public Agency shall have the right only to recover up to the limit of the fee it paid for the service.
5. That Public Agency acknowledges that the actuarial valuation may contain CSBADSC's work product and/or proprietary materials intended for Public Agency's use and benefit only, and that Public Agency may not disclose any such material to any third parties

without CSBADSC's prior consent. This shall by no means affect Public Agency's right or responsibility to distribute the actuarial valuation to any of its professional service providers which Public Agency may hold liable under a duty of confidentiality or to any regulatory or government agency when required by law.

6. That this Agreement shall be governed by and construed in accordance with the applicable laws of the State of California.
7. That Public Agency has carefully reviewed this Agreement and has agreed to each of its terms.

IN WITNESS WHEREOF, Public Agency duly executes this Agreement as follows:

(Public Agency)
Signature: _____
Name: _____
Title: _____
Date: _____



DATE: May 7, 2026
TO: ROP Governing Board
FROM: Blaine Torpey, Superintendent
PREPARED BY: Anthony Oum, Fiscal Services Administrator
SUBJECT: Request the Governing Board approve the Agreement with Premier Commercial Cleaning Solutions (PCCS) for Janitorial Services for the 2026-2027 School Year

BACKGROUND

For FY 2025-2026, the Eden Area ROP contracted with Premier Commercial Cleaning Solutions (PCCS) to provide campuswide janitorial services.

CURRENT SITUATION

The attached is the agreement renewal with PCCS, effective July 1, 2026 through June 30, 2027.

CONSENT CALENDAR



PROPOSAL FOR JANITORIAL SERVICES

Prepared for:

Eden Area ROP
26316 Hesperian Blvd
Hayward, CA 94545
2026 - 2027

By:
Premier Commercial Cleaning Solutions, Inc.
32108 Alvarado Blvd #312
Union City, CA 94587
510-441-2427

04/22/2026

Dear Anthony,

Thank you for the opportunity to continue providing janitorial services for your facility. We truly value our ongoing partnership and appreciate the trust you've placed in Premier Commercial Cleaning Solutions, Inc.

As part of this annual review, we have evaluated your current service needs, including any changes in occupancy, usage, and facility requirements. Based on this, we've prepared an updated proposal designed to maintain the level of quality and consistency you expect, while ensuring efficient and reliable service.

As a family-owned and operated company with over 30 years of experience in the San Francisco Bay Area, we remain committed to delivering dependable service, strong communication, and attention to detail. Our team takes pride in maintaining your facility to a high standard, with a consistent focus on quality and responsiveness.

This proposal reflects the current scope of service and the ongoing commitment required to maintain those standards, while adapting to today's operating conditions and service demands.

If you have any questions or would like to review any aspect of the proposal, please don't hesitate to reach out. We appreciate your continued partnership and look forward to another successful year working together.

Sincerely,

Cristi Alonso

Cristi Alonso
Director of Business Development

Why Use Premier Cleaning Solutions?

At Premier Cleaning Solutions, we take pride in keeping your building clean!

Premier Cleaning Solutions will provide you with a clean, safe, and healthy environment for your customers and employees:

- Clean buildings project a first-class image.
- Clean buildings improve the longevity of the building.
- Healthy buildings ensure a working environment free from contaminants.
- Healthy buildings provide a safer workplace and decrease the number of workers' comp claims due to slip/fall accidents and the spread of viruses.
- Healthy buildings reduce the sick time taken by employees working in the building.

Premier Cleaning Solutions will keep your building in tip-top shape. A well-kept building reduces costs:

- Clean buildings are less expensive to maintain.
- Clean buildings ensure that property values will remain high because having a clean facility improves the longevity of the building.

Premier Cleaning Solutions offers a full-service partnership for all your building maintenance needs. As well as handling all your cleaning needs, we can manage your restroom and paper supplies – this saves you time that can be spent on your business!

We provide quick responses to your needs and offer specialized cleaning services such as carpet spotting, carpet cleaning, hard floor care, and window washing. Give us the opportunity to make **"Your Clean Business Our Business"**

" I have witnessed not only the excellence in service that I have come to know and expect, but I have also watched their company grow and service competitors in our business with equal professionalism. This is a model that I find harder to find as each year passes. A true small business that takes pride in doing the job well every time, while building personal relationships that drive the success of both their organization and those that they serve. I can state unquestionably: The value of service received was far greater than the remuneration remitted. Luis and Cristi are the "Real Deal." I highly recommend them to anyone in need of janitorial or maintenance services."

-R Wheaton, Facilities Manager

Our Company Profile

Business Details

Premier Cleaning Solutions, Inc. is a full-service janitorial company with over 30 years of professional cleaning experience. Our janitorial services make a dramatic difference in the appearance of commercial buildings from the onset. Our attention to detail, hands-on management approach, and the highest quality janitorial products enables us to serve commercial cleaning needs effectively. We cater each job specification to the client's service needs and have been serving the San Francisco Bay Area since 1993.

Business Capacity

We service sizes from medium offices to 100,000 square foot buildings, including high rises. Some of the industries we have serviced include Bio-Tech, Healthcare, Research & Development, Manufacturing, Churches, Educational Facilities, Multi-tenant, Transportation, and Aviation.

Our Vision

“Your Clean Business is Our Business” We pride ourselves on providing a level of personal care that reflects our philosophy to ensure quality service that exceeds the expectations of our clients.

Our Mission Statement

To build long-term relationships with clients and provide exceptional janitorial service. We pride ourselves on clear, open communication to fully understand our client's expectations.

Our Core Values

We integrate honesty, integrity, teamwork, and business ethics into all aspects of our business.

Our Value Proposition

- We work closely with our clients and staff to ensure we meet our client's needs.
- We communicate with our clients regularly to avoid misunderstanding and respond immediately to our clients' concerns or problems, with no go-between to hinder communication.
- We have a hands-on management approach that, when needed, will roll up our sleeves to get the job done in a timely, efficient manner.

Eden Area ROP Janitorial Cleaning Schedule

Service Areas

- Campus Areas A, B, C, F, G, H

Scope Of Work

Each Service	
<ul style="list-style-type: none"> • Remove trash and spot clean trash receptacles • Clean and disinfect desktops, countertops, and tabletops • Clean and disinfect drinking fountains • Vacuum all carpeted floors and runners • Mop and disinfect all hard surface floors and mats • Clean glass entrance doors and partitions 	<ul style="list-style-type: none"> • Clean and disinfect toilets, urinals, sinks and dispensers, and restroom mirrors • Spot clean chairs, cabinets, and vending machines • Clean and disinfect breakroom surfaces and breakroom appliance exteriors • Restock restrooms/breakrooms soap and paper product dispensers with customer's supplies, including menstrual hygiene products. • Kitchen clean up
Weekly Service	
<ul style="list-style-type: none"> • Dust horizontal surfaces such as file cabinets, copy machines, bookshelves, and tables (excluding walls) • Dust desktop and accessories such as calculators, calendars, letter trays, etc. 	<ul style="list-style-type: none"> • Clean carpet stains equivalent to the size of a quarter or smaller, and no more than a total of 8 spots • Clean and disinfect restroom mirrors • Spot clean bathroom walls, partition walls and doors
Monthly Service	
<ul style="list-style-type: none"> • Clean and disinfect partition walls and doors in restrooms • Low dusting of chair rails and legs, desk and table legs, baseboard, ledges, vents, etc. • Vacuum upholstered furniture 	<ul style="list-style-type: none"> • Vertical dusting of sides or desks, cabinets, files, bookshelves, etc. • High dusting of ledges, picture frames, door frames, wall vents, etc. • Dust windowsills

Cost Summary

Pricing includes all necessary equipment, labor, and supervision for all services listed from July 1, 2026 – June 30, 2027.

Total Service Fee: \$113,328.00

Additional Services – Prices Upon Request

- COVID prevention, disinfecting, and sanitizing using electrostatic fogging
- Interior window cleaning/glass partitions
- Steam clean & disinfect restrooms
- High dusting/vacuum air vent covers
- Steam clean carpets
- Strip, seal, and wax floors
- Additional service requests are billed at \$60.00 per hour

Supplies

Eden Area ROP provides all consumable paper products, liners, and any special cleaning products the client requires. PCCS will supply all cleaning supplies, equipment, and tools.

A Few of Our Current Clients

Avis Car Rental
513 Eccles Avenue
South San Francisco, CA
Since 1998

Air Liquide America
46409 Landing Parkway
Fremont, CA
Since 2006

Air Canada
San Francisco Int'l Airport
San Francisco, CA
Since 1994

NeoTech/Oncore
6600 Stevenson Blvd
Newark, CA
Since 2018

St Anne Church & Classrooms
32223 Cabello Street
Union City, CA
Since 2017

Virgin Atlantic
San Francisco International Airport
San Francisco, CA
Since 2000

Landsberg
3811 Central
Newark, CA
Since 2018

Murieta HOA
3961 Cedar Avenue
Newark, CA
Since 2009

References upon request.



SERVICE CONTRACT

This agreement is made between Premier Commercial Cleaning Solutions, Inc (service provider), and Eden Area ROP (client) 26316 Hesperian Blvd, Hayward, CA 94545

1. PCCS will provide janitorial services from **July 1, 2026 to June 30, 2027** (with month-to-month terms. If the client is unsatisfied with services, the client must provide a 30-day written notice. Said notice must demonstrate clear proof of breach of janitorial service per this agreement. If the client has any grievances in connection with the service, the client will provide written notification of the grievance and permit PCCS to resolve it within ten days.
2. PCCS will perform service as per our proposal. As regards these services, the client will pay the amount listed below for the period above.

\$113,328.00

An invoice will be issued in advance on the 1st day of each month, and it is **due 30 days** after completing services. If payment is not received within 70 days, PCCS reserves the right to suspend service until the account is brought current. PCCS bills separately for special services such as carpet cleaning, window cleaning, stripping, waxing, buffing, COVID protocol, labor charges, etc. All additional service invoices are **due 30 days** after the service has been completed. The above fee is based on current labor and material costs. If such costs change or the job requirements change, PCCS reserves the right to amend the fee accordingly. The client may either agree to the adjusted price or may elect to cancel the service.

3. PCCS carries liability insurance and is bonded.
4. The undersigned person who has executed this agreement on behalf of the client warrants and represents that he/she has full authority to enter into this agreement on the client's behalf. This agreement will bind the parties here to their respective successors and assigns.

The parties hereto, intending to be legally bound, have signed this Agreement on the day and year written below.

BY _____ Date _____
Eden Area ROP

BY Cristi Alonso Date April 22, 2026
Cristi Alonso
Premier Commercial Cleaning Solutions, Inc



DATE: May 7, 2026
TO: ROP Governing Board
FROM: Blaine Torpey, Superintendent
SUBJECT: Request the Governing Board approve the MOU with Castro Valley Unified School District (CVUSD) for Career Technical Education Incentive Grant (CTEIG) Round 11 (FY 25-26) Implementation Services from July 1, 2025, through June 30, 2027

BACKGROUND

The California Department of Education has allocated \$300 million per year for the Career Technical Education Incentive Grant (CTEIG) Program. Funds for this grant will have to be matched with cash dollars at a \$2:\$1 rate. Additionally, CA Education Code requires a commitment to maintain current CTE funding levels at the for the three subsequent years. Funds are to be used to maintain and improve CTE pathways.

CURRENT SITUATION

The Eden Area ROP CTEIG Consortium annually applies for CTEIG funding with Eden Area ROP serving as the fiscal lead. Eden Area ROP provides the match for the consortium, and our partner districts provide the Average Daily Attendance (ADA), allowing our consortium to maximize our award.

The Eden Area ROP Consortium was awarded \$2,496,548 for the CTEIG Round 11 (FY 25-26) application cycle. Each partner district has an allocation based on their secondary ADA. Eden Area ROP and Castro Valley USD will individually and collectively work to address our CTEIG focus areas: increasing Student Leadership, increasing Industry Partnerships, expanding Work-Base Learning (WBL), focusing on labor market needs and CTE Teacher Professional Development.

To support these efforts, the partners will enter into a Memorandum of Understanding (MOU).

CONSENT CALENDAR

Castro Valley USD

Memorandum of Understanding (MOU) between Eden Area Regional Occupational Program (EAROP) and Castro Valley Unified School District (CVUSD).

I. TERMS OF MOU

This MOU shall commence on July 1, 2025, and shall extend through June 30, 2027.

II. PURPOSE

The Career Technical Education Incentive Grant (CTEIG) Program is designed to encourage, maintain, and strengthen the delivery of high-quality Career Technical Education programs.

III. CONTRACT AMOUNT

Castro Valley Unified School District is allocated \$539,723 for CTEIG Round 11 (FY 25-26) grant. The allocation of grant funds are as follows based on grade 7-12 ADA and special considerations as outlined by statute.

IV. ROLE AND RESPONSIBILITIES OF EDEN AREA ROP

- EAROP shall provide leadership and coordination services via facilitation of monthly meetings related to the implementation of the grant objectives.
- The EAROP will submit all required fiscal and narrative reporting for the collaborative to the California Department of Education.
 - EAROP will provide documentation to the CDE related to meeting the \$2:1 match requirement.
- Provide staffing to support the implementation of work-based learning activities for students.
- Facilitate the completion of the annual essential elements of a high quality CTE program.

V. ROLE AND RESPONSIBILITIES OF CASTRO VALLEY UNIFIED SCHOOL DISTRICT

- As a condition of funding:
 - The District's Local Control Accountability Plan (LCAP) must reference CTE (LCAP pages with CTE references must be submitted to CDE as part of the grant application)
 - A three-year maintenance of effort is required when funds are accepted
- Provide the Eden Area ROP the required information to complete the reporting required by the CTEIG program.



DATE: May 7, 2026
TO: ROP Governing Board
FROM: Blaine Torpey, Superintendent
SUBJECT: Request the Governing Board approve the MOU with Hayward Unified School District (HUSD) for Career Technical Education Incentive Grant (CTEIG) Round 11 (FY 25-26) Implementation Services from July 1, 2025, through June 30, 2027

BACKGROUND

The California Department of Education has allocated \$300 million per year for the Career Technical Education Incentive Grant (CTEIG) Program. Funds for this grant will have to be matched with cash dollars at a \$2:\$1 rate. Additionally, CA Education Code requires a commitment to maintain current CTE funding levels at the for the three subsequent years. Funds are to be used to maintain and improve CTE pathways.

CURRENT SITUATION

The Eden Area ROP CTEIG Consortium annually applies for CTEIG funding with Eden Area ROP serving as the fiscal lead. Eden Area ROP provides the match for the consortium and our partner districts provide the Average Daily Attendance (ADA), allowing our consortium to maximize our award.

The Eden Area ROP Consortium was awarded \$2,496,548 for the CTEIG Round 11 (FY 25-26) application cycle. Each partner district has an allocation based on their secondary ADA. Eden Area ROP and Hayward USD will individually and collectively work to address our CTEIG focus areas: increasing Student Leadership, increasing Industry Partnerships, expanding Work-Base Learning (WBL), focusing on labor market needs and CTE Teacher Professional Development.

To support these efforts, the partners will enter into a Memorandum of Understanding (MOU).

CONSENT CALENDAR

EdenAreaROP

MOU Career Technical Education Incentive Grant

Hayward USD

Memorandum of Understanding (MOU) between Eden Area Regional Occupational Program (EAROP) and Hayward Unified School District (HUSD).

I. TERMS OF MOU

This MOU shall commence on July 1, 2025, and shall extend through June 30, 2027.

II. PURPOSE

The Career Technical Education Incentive Grant (CTEIG) Program is designed to encourage, maintain, and strengthen the delivery of high-quality Career Technical Education programs.

III. CONTRACT AMOUNT

Hayward Unified School District is allocated \$880,794 for CTEIG Round 11 (FY 25-26) grant. The allocation of grant funds are as follows based on grade 7-12 ADA and special considerations as outlined by statute.

IV. ROLE AND RESPONSIBILITIES OF EDEN AREA ROP

- EAROP shall provide leadership and coordination services via facilitation of monthly meetings related to the implementation of the grant objectives.
- The EAROP will submit all required fiscal and narrative reporting for the collaborative to the California Department of Education.
 - EAROP will provide documentation to the CDE related to meeting the \$2:1 match requirement.
- Provide staffing to support the implementation of work-based learning activities for students.
- Facilitate the completion of the annual essential elements of a high quality CTE program.

V. ROLE AND RESPONSIBILITIES OF HAYWARD UNIFIED SCHOOL DISTRICT

- As a condition of funding:
 - The District's Local Control Accountability Plan (LCAP) must reference CTE (LCAP pages with CTE references must be submitted to CDE as part of the grant application)
 - A three-year maintenance of effort is required when funds are accepted
- Provide the Eden Area ROP the required information to complete the reporting required by the CTEIG program.

- Participate in the leadership meetings related to implementing high quality CTE programs
- Payments made to the district from the EAROP will occur twice yearly, with 50% of the allocation provided to the district by the last working day in September (after the budget has been set up) and the remaining 50% by the last working day in January.
 - CTEIG resource code: 6387
 - Grant funds must be coded to goal 3800 or goal 6000
 - Capital equipment purchases require prior approval from the CDE
 - Funds are required to be spent on CTE programs taught by teachers with a CTE credential

VI. TERMS OF AGREEMENT

An effort will be directed by both parties to maintain the terms of the agreement as defined. However, if urgent circumstances beyond either party's control occur, making one party unable to fulfill its agreement, this agreement can be renegotiated or terminated with 30 days' notice.

Eden Area ROP shall indemnify, defend and hold harmless HUSD and its employees from and against any and all loss, liability, expense, claims, costs, suites and damages of every kind, nature and description directly or indirectly arising from the performance of the work. This paragraph shall not be construed to exempt HUSD and its employees from its own fraud, willful injury or violation of law whether willful or negligent.

HUSD shall indemnify, defend and hold harmless Eden Area ROP and its employees from and against any and all loss, liability, expense, claims, costs, suites and damages of every kind, nature and description directly or indirectly arising from the performance of the work. This paragraph shall not be construed to exempt Eden Area ROP and its employees from its own fraud, willful injury or violation of law whether willful or negligent.

Under penalty of perjury, I agree to the statements above and am designated to sign this agreement on behalf of my agency.

04/10/26

Blaine Torpey
 Superintendent
 Eden Area Regional Occupational Program

Date

Amy Nichols
 Assistant Superintendent, Business Services
 Hayward Unified School District

Date



DATE: May 7, 2026
TO: ROP Governing Board
FROM: Blaine Torpey, Superintendent
SUBJECT: Request the Governing Board approve the MOU with San Leandro Unified School District (SLUSD) for Career Technical Education Incentive Grant (CTEIG) Round 11 (FY 25-26) Implementation Services from July 1, 2025, through June 30, 2027

BACKGROUND

The California Department of Education has allocated \$300 million per year for the Career Technical Education Incentive Grant (CTEIG) Program. Funds for this grant will have to be matched with cash dollars at a \$2:\$1 rate. Additionally, CA Education Code requires a commitment to maintain current CTE funding levels at the for the three subsequent years. Funds are to be used to maintain and improve CTE pathways.

CURRENT SITUATION

The Eden Area ROP CTEIG Consortium annually applies for CTEIG funding with Eden Area ROP serving as the fiscal lead. Eden Area ROP provides the match for the consortium and our partner districts provide the Average Daily Attendance (ADA), allowing our consortium to maximize our award.

The Eden Area ROP Consortium was awarded \$2,496,548 for the CTEIG Round 11 (FY 25-26) application cycle. Each partner district has an allocation based on their secondary ADA. Eden Area ROP and San Leandro USD will individually and collectively work to address our CTEIG focus areas: increasing Student Leadership, increasing Industry Partnerships, expanding Work-Base Learning (WBL), focusing on labor market needs and CTE Teacher Professional Development.

To support these efforts, the partners will enter into a Memorandum of Understanding (MOU).

CONSENT CALENDAR



MOU Career Technical Education Incentive Grant R11

San Leandro USD

Memorandum of Understanding (MOU) between Eden Area Regional Occupational Program (EAROP) and San Leandro Unified School District (SLUSD).

I. TERMS OF MOU

This MOU shall commence on July 1, 2025, and shall extend through June 30, 2027.

II. PURPOSE

The Career Technical Education Incentive Grant (CTEIG) Program is designed to encourage, maintain, and strengthen the delivery of high-quality Career Technical Education programs.

III. CONTRACT AMOUNT

San Leandro Unified School District is allocated \$469,462 for CTEIG Round 11 (FY 25-26) grant. The allocation of grant funds are as follows based on grade 7-12 ADA and special considerations as outlined by statute.

IV. ROLE AND RESPONSIBILITIES OF EDEN AREA ROP

- EAROP shall provide leadership and coordination services via facilitation of monthly meetings related to the implementation of the grant objectives.
- The EAROP will submit all required fiscal and narrative reporting for the collaborative to the California Department of Education.
 - EAROP will provide documentation to the CDE related to meeting the \$2:1 match requirement.
- Provide staffing to support the implementation of work-based learning activities for students.
- Facilitate the completion of the annual essential elements of a high quality CTE program.

V. ROLE AND RESPONSIBILITIES OF SAN LEANDRO UNIFIED SCHOOL DISTRICT

- As a condition of funding:
 - The District's Local Control Accountability Plan (LCAP) must reference CTE (LCAP pages with CTE references must be submitted to CDE as part of the grant application)
 - A three-year maintenance of effort is required when funds are accepted
- Provide the Eden Area ROP with the required information to complete the reporting required by the CTEIG program.



DATE: May 7, 2026
TO: ROP Governing Board
FROM: Blaine Torpey, Superintendent
SUBJECT: Request the Governing Board approve the MOU with San Lorenzo Unified School District (SLzUSD) for Career Technical Education Incentive Grant (CTEIG) Round 11 (FY 25-26) Implementation Services from July 1, 2025, through June 30, 2027

BACKGROUND

The California Department of Education has allocated \$300 million per year for the Career Technical Education Incentive Grant (CTEIG) Program. Funds for this grant will have to be matched with cash dollars at a \$2:\$1 rate. Additionally, CA Education Code requires a commitment to maintain current CTE funding levels at the for the three subsequent years. Funds are to be used to maintain and improve CTE pathways.

CURRENT SITUATION

The Eden Area ROP CTEIG Consortium annually applies for CTEIG funding with Eden Area ROP serving as the fiscal lead. Eden Area ROP provides the match for the consortium and our partner districts provide the Average Daily Attendance (ADA), allowing our consortium to maximize our award.

The Eden Area ROP Consortium was awarded \$2,496,548 for the CTEIG Round 11 (FY 25-26) application cycle. Each partner district has an allocation based on their secondary ADA. Eden Area ROP and San Lorenzo USD will individually and collectively work to address our CTEIG focus areas: increasing Student Leadership, increasing Industry Partnerships, expanding Work-Base Learning (WBL), focusing on labor market needs and CTE Teacher Professional Development.

To support these efforts, the partners will enter into a Memorandum of Understanding (MOU).

CONSENT CALENDAR

San Lorenzo USD

Memorandum of Understanding (MOU) between Eden Area Regional Occupational Program (EAROP) and San Lorenzo Unified School District (SLZUSD).

I. TERMS OF MOU

This MOU shall commence on July 1, 2025, and shall extend through June 30, 2027.

II. PURPOSE

The Career Technical Education Incentive Grant (CTEIG) Program is designed to encourage, maintain, and strengthen the delivery of high-quality Career Technical Education programs.

III. CONTRACT AMOUNT

San Lorenzo Unified School District is allocated \$454,929 for CTEIG Round 11 (FY 25-26) grant. The allocation of grant funds are as follows based on grade 7-12 ADA and special considerations as outlined by statute.

IV. ROLE AND RESPONSIBILITIES OF EDEN AREA ROP

- EAROP shall provide leadership and coordination services via facilitation of monthly meetings related to the implementation of the grant objectives.
- The EAROP will submit all required fiscal and narrative reporting for the collaborative to the California Department of Education.
 - EAROP will provide documentation to the CDE related to meeting the \$2:1 match requirement.
- Provide staffing to support the implementation of work-based learning activities for students.
- Facilitate the completion of the annual essential elements of a high quality CTE program.

V. ROLE AND RESPONSIBILITIES OF SAN LORENZO UNIFIED SCHOOL DISTRICT

- As a condition of funding:
 - The District's Local Control Accountability Plan (LCAP) must reference CTE (LCAP pages with CTE references must be submitted to CDE as part of the grant application)
 - A three-year maintenance of effort is required when funds are accepted
- Provide the Eden Area ROP with the required information to complete the reporting required by the CTEIG program.
- Participate in the leadership meetings related to implementing high quality CTE programs

INFORMATION ITEMS



DATE: May 7, 2026
TO: ROP Governing Board
FROM: Blaine Torpey, Superintendent
PREPARED BY: Mercedes Henderson, Human Resources Administrator
SUBJECT: Recognition of Staff of the Year

BACKGROUND

Recognizing outstanding staff members is an essential part of fostering a positive and motivated workplace culture. The Eden Area ROP Staff of the Year selection process highlights individuals who consistently go above and beyond in their roles, demonstrating dedication, excellence, and a commitment to the organization's mission and Core Values.

This recognition not only celebrates individual achievements but also reinforces the values that Eden Area ROP strives to uphold. It serves as an opportunity to show appreciation for the hard work and dedication of employees, boosting morale and engagement across all staffing classifications.

The selection process is designed to be fair and inclusive, ensuring that all staff members can be recognized for their contributions. By thoughtfully choosing and celebrating the Staff of the Year, Eden Area ROP reaffirms its commitment to valuing and supporting employees and ultimately strengthening the organization as a whole.

CURRENT SITUATION

The Eden Area ROP is proud to recognize five outstanding individuals selected for this year's employee honors: Certificated Employee of the Year, Classified Employee of the Year (2), Adult Programs Employee of the Year, and Rookie of the Year.

These employees were chosen for their exceptional contributions to the Eden Area ROP community. Each honoree has demonstrated a strong commitment to students, colleagues, and the values of public education. Their dedication and impact reflect the high standards and collaborative spirit of the Eden Area ROP.

Eden Area ROP congratulates this year's honorees and thanks them for their meaningful work in support of student success in Career Technical Education.

AWARD	EMPLOYEE	TITLE
Adult Programs Employee of the Year	Todd Daugherty	Electrical Program Instructor (Turlock Campus)
Certificated Employee of the Year	Megan Bello	Merchandising Occupations Instructor
Classified Employee of the Year	Stacy Dixon	Merchandising Occupations Instructional Assistant



Classified Employee of the Year

Jessica Guevara

Accounts
Receivable/Purchasing
Technician

Rookie of the Year

Jazmin Marquez

Work-Based Learning Specialist

RECOMMENDATION

Information only



DATE: May 7, 2026
TO: ROP Governing Board
FROM: Blaine Torpey, Superintendent
PREPARED BY: Michelle Stephens, Assistant Principal
SUBJECT: ROP Pathway Review-Residential & Commercial Construction

BACKGROUND

The state of California has identified 15 industry sectors. Each sector contains multiple career pathways in which to develop programs of study. It is up to individual school districts and the region's corresponding colleges and businesses to conduct research into the needs of the industry and determine which sectors and careers can best serve the students, industry and community. Pathways available vary by each district.

Formerly, the pathway reviews were presented to the Governing Board under the title "CDE Course Review." The Eden Area ROP has renamed the CDE Course Reviews to Pathway Reviews to reflect the information more accurately being shared with the Board and to align with the current terminology used by the state. Pathways reviews are presented to the Governing Board biennially.

CURRENT SITUATION

The Residential and Commercial Construction pathway is under the Building and Construction Trades sector. The Residential and Commercial Construction pathway provides learning opportunities for students interested in preparing for careers in construction and building design, performance, and sustainability. The standards focus on the manner in which residential and commercial structures are designed and built. The pathway includes instruction in the way in which these structures are built (Class B California License).

The attached pathway review is for the following program(s): Construction Technology IP/IIP.

RECOMMENDATION

Information only

SCHOOL DISTRICT:		EDEN AREA ROP		LOCATION:		Eden Area ROP	
PATHWAY:		Residential & Commercial Construction			INSTRUCTOR:		Jose Lopez
Course Name		Enrollment as of 24-25 Year to Date		Enrollment as of 23-24 Year to Date		Enrollment as of 22-23 Year to Date	
Construction Technology I P		37		49		49	
Construction Technology II P		13		7		7	
Comments:							
<ul style="list-style-type: none"> Required enrollment: Class enrollment maintained to sustain agreed master schedule for onsite and staffing. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Retention rate (Active Enrollment divided by Year-to-date Enrollment): 							
Text Book: Carpentry				Edition: 5 th			
NO.	YES	NO					
1.	X		ENROLLMENT – Course meets current or future labor market news.				
			CLASS SCHEDULE: AM/PM	SECTIONS PER YEAR:	MINS PER SECTION:	EXPECTED MINIMUM STUDENTS PER SECTION:	
			2 (Center)	2 (Center)	3hrs Center	25+	
2.	X		AVAILABILITY OF QUALIFIED INSTRUCTOR – Qualified/ Credentialed Instructor teaching course.				
3.	X		LEADERSHIP – Instructional leaders have sufficient time and resources to implement system improvements and work with their counterparts in other programs.				
4.	X		CURRICULUM and INSTRUCTION – Students are provided with a strong experience in and understanding of all aspects of industry.				
5.	X		SCHOOL-TO-CAREER AND CAREER PATHWAY DEVELOPMENT – Course is designed as part of a sequence of courses, career pathways, etc.				
6.	X		ADVISORY COMMITTEE – The course has been reviewed and recommended by a pre-established committee. <input checked="" type="checkbox"/> Yes, instructor was present at advisory meeting and minutes are on file at ROP <input type="checkbox"/> No, the instructor was not present at advisory. Program was represented, at a joint industrial, by ROP personnel. Instructor MUST attend the next advisory for program to meet compliance.				
7.	X		LABOR MARKET NEEDS – Course meets current or future labor market needs.				
8.	X		WORK-BASED LEARNING – Course incorporates work-based learning opportunities (i.e. guest speakers, field trips, mock interviews, or student organizations)				
9.		X	COMMUNITY CLASSROOM AND COOPERATIVE VOCATIONAL EDUCATION – Course incorporates community classroom and cooperative vocational education (i.e., job training, internships, or job shadowing).				
10.	X		JOB PLACEMENT/FURTHER EDUCATION OPTIONS – Course has potential for student job placement in entry-level positions or course prepares students for further training opportunities within the designed career pathway.				
11.	X		FACILITIES AND EQUIPMENT ACCOMMODATION <input type="checkbox"/> District will provide a facility which adequately accommodates the program. <input checked="" type="checkbox"/> EAROP will provide a facility which adequately accommodates the program. <input type="checkbox"/> District shares cost of equipment if program is cross utilized.				
OTHER CONSIDERATIONS:							
<input checked="" type="checkbox"/> A-G Credit for UC				<input type="checkbox"/> State and National Licensing or Certification			
<input checked="" type="checkbox"/> Community College Articulation				<input checked="" type="checkbox"/> Strong Business or Industry Partnership			
<input type="checkbox"/> Dual Enrollment				<input checked="" type="checkbox"/> Emerging Technologies -			
COMPLIANCE CATEGORIES							
<input checked="" type="checkbox"/> R – Retain Program: Program meets all criteria.		<input type="checkbox"/> W - Watch Program: All criteria not met. See areas that need to be complied with.		<input type="checkbox"/> P - Probation: Criteria is not being met. Program in danger of suspension.		<input type="checkbox"/> R – Reduce Program: Downsizing program.	
<input type="checkbox"/> S/T - Suspend/ Terminate program.							



DATE: May 7, 2026
TO: ROP Governing Board
FROM: Blaine Torpey Superintendent
PREPARED BY: Michelle Stephens, Assistant Principal
SUBJECT: DECA Update

BACKGROUND

California DECA is a Chartered Association of DECA Inc.: a 501(c)(3) not-for-profit student organization with more than 215,000 members in all 50 United States, the District of Columbia, Canada, China, Germany, Guam, Mexico, Puerto Rico and Spain. The United States Congress, the United States Department of Education and state, district and international departments of education authorize DECA's programs.

DECA was founded as "Distributive Education Clubs of America." Distributive Education was the traditional name for marketing and entrepreneurship education when DECA was first founded in 1951. In the modern era "distributive education" is no longer used and we've grown to be an international organization with thousands of members beyond the U.S. with a common mission statement: DECA prepares emerging leaders and entrepreneurs in marketing, finance, hospitality and management.

California DECA has 66 DECA chapters with over 5899 members. DECA's core values and attributes are competence, innovation, integrity and teamwork. These values are central to DECA's mission and purpose in classrooms around the world.

CURRENT SITUATION

Eden Area ROP/Castro Valley High School marketing students competed in the DECA State Career Development Conference, held in Anaheim, CA, on February 26 – March 1, 2026. Below are the students who received medals in the top 12 CA State Association of DECA in their respective competitive events.

Student	Contest
Tarvi Gadwal	Marketing Communication Series
Clarissa Sun	Food Marketing Series
Kedaar Garg	Principles of Finance (PFN)

RECOMMENDATION

Information only



DATE: May 7, 2026
TO: ROP Governing Board
FROM: Blaine Torpey Superintendent
PREPARED BY: Michelle Stephens, Assistant Principal
SUBJECT: SkillsUSA Update

BACKGROUND

SkillsUSA was created to raise the quality of education for students in trade, industrial, and technical programs. As one of more than 245,000 members, students become part of a national organization that serves trade, industrial, and technical students in public schools, occupational centers, and community colleges.

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

CURRENT SITUATION

Eighty-nine Eden Area ROP students competed in the State SkillsUSA competition, held in Ontario, CA, on April 9-12, 2026. Below are the seven students who won medals.

Student	Contest	Rank	Home School
Aida Gawhari	Emergency Medical Technician (EMT)	Gold	Mt. Eden
Ashley Gileta-Betencourt	Emergency Medical Technician (EMT)	Gold	San Leandro
Sofia Correa	Entrepreneurship	Gold	Tennyson
Noemy Prieto	Entrepreneurship	Gold	Tennyson
Dulce Vazquez	Entrepreneurship	Gold	Tennyson
Gerald Molina	Entrepreneurship	Gold	Tennyson
Ellie Ream	Collision Repair Technology	Bronze	San Lorenzo
Madison Pareja	Criminal Justice	Bronze	San Lorenzo

Chapter of Distinction: Maria Luisa Fuller received the Chapter of Excellence Award for her focus on Responsibility, Decision Making, and Computer and Technology Literacy.

RECOMMENDATION

Information only

ACTION ITEMS



DATE: May 7, 2026
TO: ROP Governing Board
FROM: Blaine Torpey, Superintendent
SUBJECT: Request the Governing Board approve the Second Reading and Adoption of Governing Board Policies, Administrative Regulations, Exhibits and Board Bylaws

BACKGROUND

By law, districts are mandated to adopt policies and administrative regulations to help ensure that districts are legally compliant. New laws are passed by the legislature and congress every year and our policies can quickly become out-of-date.

The Eden Area ROP's policy development process includes a first reading at a public Governing Board meeting and a subsequent second reading and adoption for Board approval at a public Governing Board meeting.

CURRENT SITUATION

The board policies, administrative regulations, exhibits and board bylaws listed below have been updated based on the feedback and discussion at the April 9, 2026 Governing Board meeting.

What follows is the second reading of updated board policies, administrative regulations, exhibits and board bylaws to reflect current law and regulations.

NUMBER	TYPE	TITLE	STATUS
3440	AR	Inventories	Revise
4119.21/ 4219.21/ 4319.21	BP	Professional Standards	Revise
4119.21	E(1)	Professional Standards	Revise
4219.21	E(1)	Professional Standards	New
4319.21	E(1)	Professional Standards	Replace
4119.24/ 4219.24/ 4319.24	BP	Maintaining Appropriate Adult-Student Interactions	Revise
5144.1	BP	Suspension and Expulsion/Due Process	Revise
5144.1	AR	Suspension and Expulsion/Due Process	Revise
5145.2	BP	Freedom Of Speech/Expression	Revise
5145.2	AR	Freedom Of Speech/Expression	Revise
9320	BB	Meetings and Notices	Revise
9320.1	BB	Remote Meetings and Attendance	New
9322	BB	Agenda/Meeting Materials	Revise
9323	BB	Meeting Conduct	Revise

RECOMMENDATION

It is recommended that the Governing Board approve the second reading and adoption of Governing board policies, administrative regulations, exhibits and board bylaws.

Regulation 3440: Inventories

Status: DRAFT

Original Adopted Date: 03/05/2020

In order to provide for the proper tracking and control of Eden Area Regional Occupational Program (Eden Area ROP) property, the Superintendent or designee shall maintain an inventory of equipment in accordance with law for the following:

1. All equipment items currently valued in excess of \$1,500 (Education Code 35168)
2. All equipment items purchased with state and/or federal categorical funds that have a useful life of more than one year with an acquisition cost of \$500 or more per unit

Additionally, the Superintendent or designee may maintain a list of specific items which shall be inventoried for internal control purposes regardless of their initial cost or current value.

The inventory shall contain a record of the following information: (Education Code 35168; 5 CCR 3946; 2 CFR 200.313)

1. Model/name and type/description of the property
2. Serial/identification number
3. Original cost of the item of equipment or a reasonable estimate if the original cost is unknown
4. Date of acquisition
5. Location of use
6. The date and method of disposal

Physical Inventory

At least once every two years, a physical inventory of equipment shall be conducted and the results reconciled with the property records. (2 CFR 200.313)

Policy 4119.21: Professional Standards

Status: DRAFT

Original Adopted Date: 05/07/2020

The Governing Board desires to provide a safe and positive school environment that promotes the learning, engagement, safety, and well-being of Eden Area Regional Occupational Program (Eden Area ROP) students. The Board expects Eden Area ROP employees to maintain the highest ethical standards, behave professionally, follow Eden Area ROP policies and regulations, abide by state and federal laws, and exercise good judgment when interacting with students and other members of the school community. Employees shall engage in conduct that enhances the integrity of the Eden Area ROP; advances the goals of the Eden Area ROP's educational programs; encourages student learning, engagement, and success; and contributes to a safe and positive school climate.

The Board encourages Eden Area ROP employees to accept as guiding principles the professional standards and codes of ethics adopted by educational or professional associations to which they may belong.

Each employee is expected to acquire the knowledge and skills necessary to fulfill the employee's professional responsibilities and to contribute to the learning and achievement of Eden Area ROP students.

Inappropriate Conduct

The Board prohibits inappropriate conduct between employees, adult volunteers, and Eden Area ROP contractors and among and between adults employed, volunteering, or under contract with the Eden Area ROP. (Education Code 32100)

Inappropriate employee conduct includes, but is not limited to:

1. Engaging in any conduct that endangers or threatens to endanger students, staff, or others, including, but not limited to, physical violence, threats of violence, or possession of a firearm or other weapon
2. Engaging in harassing or discriminatory behavior towards students, parents/guardians, staff, or community members, or failing or refusing to intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed
3. Physically abusing, sexually abusing, neglecting, or otherwise willfully harming or injuring a child
4. Engaging in inappropriate socialization or fraternization with a student or soliciting, encouraging, or maintaining an inappropriate written, verbal, or physical relationship with a student
5. Possessing or viewing any pornography on school grounds, or possessing or viewing child pornography or other imagery portraying children in a sexualized manner at any time
6. Using profane, obscene, or abusive language against students, parents/guardians, staff, or community members
7. Willfully disrupting Eden Area ROP or school operations by loud or unreasonable noise or other action
8. Using tobacco, alcohol, vaping or an illegal or unauthorized substance, or possessing or distributing any controlled substance, while in the workplace, on Eden Area ROP property, or at a school-sponsored activity
9. Being dishonest with students, parents/guardians, staff, or members of the public, including, but not limited to, falsifying information in employment records or other school records
10. Divulging confidential information about students, Eden Area ROP employees, or Eden Area ROP operations to persons or entities not authorized to receive the information
11. Using Eden Area ROP equipment or other Eden Area ROP resources for the employee's own commercial purposes or for political activities
12. Using Eden Area ROP equipment or communications devices for personal purposes while on duty, except in an emergency, during scheduled work breaks, or for personal necessity

Employees shall be notified that computer files and all electronic communications, including, but not limited to, email and voice mail, are not private. To ensure proper use, the Superintendent or designee may monitor

employee usage of Eden Area ROP technological resources at any time without the employee's consent.

13. Causing damage to or engaging in theft of property belonging to students, staff, or the Eden Area ROP
14. Wearing inappropriate attire
15. Other conduct prohibited in Board Policy 4119.24/4219.24/4319.24 – Maintaining Appropriate Adult-Student Interactions

Reports of Misconduct

An employee who observes or has evidence of another employee's inappropriate conduct shall immediately report such conduct to the Superintendent or designee. An employee who has knowledge of or suspects child abuse or neglect shall file a report pursuant to the Eden Area ROP's child abuse reporting procedures as detailed in Administrative Regulation 5141.4 - Child Abuse Prevention and Reporting.

Any reports of employee misconduct shall be promptly investigated by the Superintendent or designee. Any employee who is found to have engaged in inappropriate conduct in violation of law or Board policy shall be subject to disciplinary action and, in the case of a certificated employee, may be subject to a report to the Commission on Teacher Credentialing. The Superintendent or designee shall notify local law enforcement as appropriate.

An employee who has knowledge of but fails to report inappropriate employee conduct may also be subject to discipline.

The Eden Area ROP prohibits retaliation against anyone who files a complaint against an employee or reports an employee's inappropriate conduct. Any employee who retaliates against any such complainant, reporter, or other participant in the Eden Area ROP's complaint process shall be subject to discipline.

Notifications

The section(s) of the Eden Area ROP's employee code of conduct addressing interactions with students shall be provided to parents/guardians at the beginning of each school year and shall be posted on the Eden Area ROP website. (Education Code 44050)

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Status: DRAFT

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Exhibit 4119.21-E(1): Professional Standards

Status: DRAFT

Original Adopted Date: 05/07/2020 | Last Reviewed Date: 05/07/2020

CODE OF ETHICS FOR EDUCATORS

Preamble

The educator, believing in the worth and dignity of each human being, recognizes the supreme importance of the pursuit of truth, devotion to excellence, and the nurturing of democratic principles. Essential to these goals is the protection of freedom to learn and to teach and the guarantee of equal educational opportunity for all. The educator accepts the responsibility to adhere to the highest ethical standards.

The educator recognizes the magnitude of the responsibility inherent in the teaching process. The desire for the respect and confidence of one's colleagues, of students, of parents/guardians, and of the members of the community provides the incentive to attain and maintain the highest possible degree of ethical conduct. The Code of Ethics for Educators indicates the aspiration of all educators and provides standards by which to judge conduct.

Principle I. Commitment to the Student

The educator strives to help each student realize the student's potential as a worthy and effective member of society. The educator therefore works to stimulate the spirit of inquiry, the acquisition of knowledge and understanding, and the thoughtful formulation of worthy goals.

In fulfillment of the obligation to the student, the educator:

1. Shall not unreasonably restrain the student from independent action in the pursuit of learning
2. Shall not unreasonably deny the student access to varying points of view
3. Shall not deliberately suppress or distort subject matter relevant to the student's progress
4. Shall make reasonable effort to protect the student from conditions harmful to learning or to health and safety
5. Shall not intentionally expose the student to embarrassment or disparagement
6. Shall not on the basis of race, color, creed, gender, national origin, marital status, political or religious beliefs, family, social, or cultural background, or sexual orientation, unfairly:
 - a. Exclude any student from participation in any program
 - b. Deny benefits to any student
 - c. Grant any advantage to any student
7. Shall not use professional relationships with students for private advantage
8. Shall not disclose information in the course of professional service unless disclosure serves a compelling professional purpose or is required by law

Principle II. Commitment to the Profession

The education profession is vested by the public with a trust and responsibility requiring the highest ideals of professional service.

In the belief that the quality of the services of the education profession directly influences the nation and its citizens, the educator shall exert every effort to raise professional standards, to promote a climate that encourages the exercise of professional judgment, to achieve conditions that attract persons worthy of the trust to careers in education, and to assist in preventing the practice of the profession by unqualified persons.

In fulfillment of the obligation of the profession, the educator:

1. Shall not in any application for a professional position deliberately make a false statement or fail to disclose a material fact related to competency and qualifications
2. Shall not misrepresent the educator's professional qualifications
3. Shall not assist any entry into the profession of a person known to be unqualified in respect to character, education, or other relevant attribute
4. Shall not knowingly make a false statement concerning the qualifications of a candidate for a professional position
5. Shall not assist a noneducator in the unauthorized practice of teaching
6. Shall not disclose information about colleagues obtained in the course of professional service unless disclosure serves a compelling professional purpose or is required by law
7. Shall not knowingly make false or malicious statements about a colleague
8. Shall not accept any gratuity, gift, or favor that might impair or appear to influence professional decisions or action

Source: National Education Association, 2020

Exhibit 4219.21-E(1): Professional Standards

Status: DRAFT

Original Adopted Date: Pending

**CODE OF ETHICS
CLASSIFIED EMPLOYEES**

School employees who are in daily contact with many phases of educational work should be persons whose conduct is beyond reproach and who sincerely believe in the advancement of education and the betterment of working conditions; therefore, the California School Employees' Association (CSEA) proposes this Code of Ethics as a standard for its members.

AS A SCHOOL EMPLOYEE I WILL:

1. Be proud of my vocation in order that I may use my best endeavors to elevate the standards of my position so that I may merit a reputation for high quality of service -- to the end that others may emulate my example
2. Be a person of integrity, clean speech, desirable personal habits, and physical fitness
3. Be just in my criticism and be generous in my praise; to improve and not destroy
4. At all times be courteous in my relations with students, parents/guardians, teachers and others
5. Be a resourceful person who readily adapts to different kinds of work and changed conditions and finds better ways to do things
6. Conduct myself in a spirit of friendly helpfulness to my fellow employees to the end that I will consider no personal success legitimate or ethical which is secured by taking unfair advantage of another
7. Associate myself with employees of other districts for the purpose of discussing school problems and cooperating in the improvement of public school conditions
8. Always uphold my obligations as a citizen to my nation, my state, my school district and my community, and give them unswerving loyalty
9. Always bear in mind that the purpose of CSEA is to promote the efficiency and raise the standards of all school employees and that I shall be equally obligated to assist all my fellow workers

SOURCE: CALIFORNIA SCHOOL EMPLOYEES' ASSOCIATION

Exhibit 4319.21-E(1): Professional Standards

Status: DRAFT

Original Adopted Date: 05/07/2020 | Last Reviewed Date: 05/07/2020

CALIFORNIA PROFESSIONAL STANDARDS FOR EDUCATIONAL LEADERS

Standard 1. Development and Implementation of a Shared Vision: Education leaders facilitate the development and implementation of a shared vision of learning and growth of all students

1A. Student-Centered Vision: Leaders shape a collective vision that uses multiple measures of data and focuses on equitable access, opportunities, and outcomes for all students

1B. Developing Shared Vision: Leaders engage others in a collaborative process to develop a vision of teaching and learning that is shared and supported by all stakeholders

1C. Vision Planning and Implementation: Leaders guide and monitor decisions, actions, and outcomes using the shared vision and goals

Standard 2. Instructional Leadership: Education leaders shape a collaborative culture of teaching and learning informed by professional standards and focused on student and professional growth

2A. Professional Learning Culture: Leaders promote a culture in which staff engages in individual and collective professional learning that results in their continuous improvement and high performance

2B. Curriculum and Instruction: Leaders guide and support the implementation of standards-based curriculum, instruction, and assessments that address student expectations and outcomes

2C. Assessment and Accountability: Leaders develop and use assessment and accountability systems to monitor, improve, and extend educator practice, program outcomes, and student learning

Standard 3. Management and Learning Environment: Education leaders manage the organization to cultivate a safe and productive learning and working environment

3A. Operations and Facilities: Leaders provide and oversee a functional, safe, and clean learning environment

3B. Plans and Procedures: Leaders establish structures and employ policies and processes that support students to graduate ready for college and career

3C. Climate: Leaders facilitate safe, fair, and respectful environments that meet the intellectual, linguistic, cultural, social-emotional, and physical needs of each learner

3D. Fiscal and Human Resources: Leaders align fiscal and human resources and manage policies and contractual agreements that build a productive learning environment

Standard 4. Family and Community Engagement: Education leaders collaborate with families and other stakeholders to address diverse student and community interests and mobilize community resources

4A. Parent and Family Engagement: Leaders meaningfully involve all parents/guardians and families, including underrepresented communities, in student learning and support programs

4B. Community Partnerships: Leaders establish community partnerships that promote and support students to meet performance and content expectations and graduate ready for college and career

4C. Community Resources and Services: Leaders leverage and integrate community resources and services to meet the varied needs of all students

Standard 5. Ethics and Integrity: Education leaders make decisions, model, and behave in ways that demonstrate professionalism, ethics, integrity, justice, and equity and hold staff to the same standard

5A. Reflective Practice: Leaders act upon a personal code of ethics that requires continuous reflection and learning

5B. Ethical Decision-Making: Leaders guide and support personal and collective actions that use relevant evidence and available research to make fair and ethical decisions

5C. Ethical Action: Leaders recognize and use their professional influence with staff and the community to develop a climate of trust, mutual respect, and honest communication necessary to consistently make fair and equitable decisions on behalf of all students

Standard 6. External Context and Policy: Education leaders influence political, social, economic, legal, and cultural contexts affecting education to improve education policies and practices

6A. Understanding and Communicating Policy: Leaders actively structure and participate in opportunities that develop greater public understanding of the education policy environment

6B. Professional Influence: Leaders use their understanding of social, cultural, economic, legal, and political contexts to shape policies that lead all students to graduate ready for college and career

6C. Policy Engagement: Leaders engage with policymakers and stakeholders to collaborate on education policies focused on improving education for all students

SOURCE: COMMISSION ON TEACHER CREDENTIALING

Policy 4119.24: Maintaining Appropriate Adult-Student Interactions

Status: DRAFT

Original Adopted Date: 05/07/2020 | Last Reviewed Date: 05/07/2020

For purposes of this policy employees include interns, volunteers, contractors, and other persons with an employment relationship with the Eden Area ROP Regional Occupational Program (Eden Area ROP).

The Governing Board expects a safe and positive school environment that promotes the learning, engagement, safety, and well-being of Eden Area ROP students. The Board expects all adults with whom students may interact at school or in school-related activities, to maintain the highest professional and ethical standards in their interactions with students both within and outside the educational setting, in accordance with this policy and Board Policy 4119.21/4219.21/4319.21 – Professional Standards. Such adults shall not engage in threatening, unsafe, unlawful, or inappropriate interactions with students and shall avoid boundary-blurring behaviors that undermine trust in the adult-student relationship and lead to the appearance of impropriety.

Adults shall not intrude on a student's physical or emotional boundaries unless necessary in an emergency or to serve a legitimate purpose related to instruction, counseling, student health, or student or staff safety.

The Eden Area ROP's employee code of conduct addressing interactions with students shall be provided to parents/guardians at the beginning of each school year and shall be posted on the Eden Area ROP website. (Education Code 44050)

Inappropriate Conduct

Employees shall remain vigilant of their position of authority and not abuse it when relating with students.

The Board prohibits inappropriate conduct between employees and students. (Education Code 32100)

Inappropriate employee conduct includes, but is not limited to:

1. Initiating inappropriate physical contact
2. Attempting to form a romantic or sexual relationship with any student or engaging in sexual harassment of a student, including sexual advances, flirtations, requests for sexual favors, inappropriate comments about a student's body or appearance, or other verbal, visual, or physical conduct of a sexual nature
3. Engaging in inappropriate socialization or fraternization with a student or soliciting, encouraging, or maintaining an inappropriate written, verbal, or physical relationship with a student
4. Being alone with a student outside of the view of others
5. Visiting a student's home or inviting a student to visit the employee's home without parent/guardian consent
6. Maintaining personal contact with a student during or outside the school day that has no legitimate educational purpose, by phone, letter, text message, social media internet platforms, electronic communications, or other means of communication, without including the student's parent/guardian

In accordance with Board Policy/Administrative Regulation 4040 - Employee Use of Technology, employees shall use Eden Area ROP equipment or technological resources, when available, when communicating electronically with students. Employees shall not communicate with students through any medium that is designed to eliminate records of the communications. The Superintendent or designee may monitor employee usage of Eden Area ROP technology at any time without advance notice or consent.

7. Creating or participating in social networking sites for communication with students, other than those created by the Eden Area ROP, without the prior written approval of the Superintendent or designee
8. Inviting or accepting requests from students, or former students who are minors, to connect on personal social networking sites (e.g., "friending" or "following" on social media), unless the site is dedicated to school business
9. Singling out a particular student for personal attention and friendship, including giving gifts and/or nicknames to individual students
10. Addressing a student in an overly familiar manner, such as by using a term of endearment

11. Socializing or spending time with students outside of school-sponsored events, except as participants in community activities
12. Sending or accompanying students on personal errands unrelated to any legitimate educational purpose
13. Transporting a student in a personal vehicle without prior authorization
14. Encouraging students to confide their personal or family problems and/or relationships
15. Disclosing personal, family, or other private matters to students or sharing personal secrets with students
16. Engaging in any conduct that endangers or threatens to endanger students, including, but not limited to, physical violence or threats of violence
17. Engaging in harassing or discriminatory behavior towards students, or failing or refusing to intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed
18. Physically abusing, sexually abusing, neglecting, or otherwise willfully harming or injuring a child
19. Using profane, obscene, or abusive language against students

Violations of Policy

Any employee who observes or has knowledge of another employee's violation of this policy shall report the information to the Superintendent or designee or appropriate agency for investigation pursuant to the applicable complaint procedures. Other adults with knowledge of any violation of this policy are encouraged to report the violation to the Superintendent or designee. The Board prohibits retaliation against anyone who reports a violation of this policy. Immediate intervention shall be implemented when necessary to protect student safety or the integrity of the investigation.

Employees who engage in any conduct in violation of this policy, including retaliation against a person who reports the violation or participates in the complaint process, shall be subject to discipline, up to and including dismissal. Any other adult who violates this policy may be barred from school grounds and activities in accordance with law. Additionally, the Superintendent or designee may also notify law enforcement as appropriate.

Policy 4219.24: Maintaining Appropriate Adult-Student Interactions

Status: DRAFT

Original Adopted Date: 05/07/2020 | Last Reviewed Date: 05/07/2020

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Employees who engage in any conduct in violation of this policy, including retaliation against a person who reports the violation or participates in the complaint process, shall be subject to discipline, up to and including dismissal. Any other adult who violates this policy may be barred from school grounds and activities in accordance with law. Additionally, the Superintendent or designee may also notify law enforcement as appropriate.

Policy 5144.1: Suspension And Expulsion/Due Process

Status: DRAFT

Original Adopted Date: 06/05/2020 | **Last Revised Date:** 12/12/2024 | **Last Reviewed Date:** 12/12/2024

The Governing Board to expects provide Eden Area Regional Occupational Program (Eden Area ROP) students access to educational opportunities in an orderly school environment that protects their safety and security, ensures their welfare and well-being, and promotes their learning and development. The Board shall develop rules and regulations setting the standards of behavior expected of Eden Area ROP students and the disciplinary processes and procedures for addressing violations of those standards, including suspension and/or expulsion.

The grounds for suspension and expulsion and the procedures for considering, recommending, and/or implementing suspension and expulsion shall be only those specified in law, in this policy, and in the accompanying administrative regulation.

Except when otherwise permitted by law, a student may be suspended or expelled only when his/her behavior is related to a school activity or school attendance occurring within the Eden Area ROP or another school district, regardless of when it occurs, including, but not limited to, the following: (Education Code 48900(s))

1. While on school grounds
2. While going to or coming from school
3. During the lunch period, whether on or off the school campus
4. During, going to, or coming from a school-sponsored activity

Off campus behavior may result in discipline when it disrupts Eden Area ROP programs and activities or as otherwise prohibited by law, Board policy, or administrative regulation.

Eden Area ROP staff shall enforce the rules concerning suspension and expulsion of students fairly, consistently, equally, and in accordance with the Eden Area ROP's nondiscrimination policies.

Appropriate Use of Suspension Authority

Except when a student's act violates Education Code 48900(a)-(e), as listed in items #1-5 under "Grounds for Suspension and Expulsion: Grades K-12" of the accompanying administrative regulation, or when his/her presence causes a danger to others, suspension shall be used only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5, 48900.6)

A student's parents/guardians shall be notified as soon as possible when there is an escalating pattern of misbehavior that could lead to on-campus or off-campus suspension.

No student may be suspended for disruption or willful defiance, except by a teacher pursuant to Education Code 48910. (Education Code 48900)

Students shall not be suspended or expelled based solely on a student's truancy, tardiness, or absenteeism from assigned school activities. (Education Code 48900)

On-Campus Suspension

To ensure the proper supervision and ongoing learning of students who are suspended for any of the reasons enumerated in Education Code 48900 and 48900.2, but who pose no imminent danger or threat to anyone at school and for whom expulsion proceedings have not been initiated, the Superintendent or designee shall establish a supervised suspension classroom program which meets the requirements of law.

Except where a supervised suspension is permitted by law for a student's first offense, supervised suspension shall be imposed only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5)

Due Process

The Board shall provide for the fair and equitable treatment of students facing suspension by affording the students due process rights under the law. The Superintendent or designee shall comply with procedures for notices, hearings, and appeals as specified in law and administrative regulation. (Education Code 48911, 48915, 48915.5, 48918)

Maintenance and Monitoring of Outcome Data

The Superintendent or designee shall maintain outcome data related to student suspensions.

Regulation 5144.1: Suspension And Expulsion/Due Process

Status: DRAFT

Original Adopted Date: 02/03/2022 | Last Revised Date: 12/12/2024 | Last Reviewed Date: 12/12/2024

Definitions

Suspension means removal of a student from ongoing instruction for adjustment purposes. However, suspension does not mean any of the following: (Education Code 48925)

1. Reassignment to another education program or class at the same school where the student will receive continuing instruction for the length of day prescribed by the Governing Board for students of the same grade level
2. Referral to a certificated employee designated by the principal to advise students
3. Removal from the class, but without reassignment to another class or program, for the remainder of the class period without sending the student to the principal or designee as provided in Education Code 48910, so long as removal from a particular class does not occur more than once every five school days

Expulsion means removal of a student from the immediate supervision and control or the general supervision of school personnel. (Education Code 48925)

Notice of Regulations

At the beginning of each school year, the principal of each school shall ensure that all students and parents/guardians are notified in writing of all school rules related to discipline, including suspension and expulsion. (Education Code 35291, 48900.1, 48980)

Grounds for Suspension and Expulsion: Grades K-12

Acts for which a student, including a student with disabilities, may be suspended or expelled shall be only those specified as follows and in "Additional Grounds for Suspension and Expulsion: Grades 9-12" below:

1. Caused, attempted to cause, or threatened to cause physical injury to another person; willfully used force or violence upon another person, except in self-defense; or committed as an aider or abettor, as adjudged by a juvenile court, a crime of physical violence in which the victim suffered great or serious bodily injury (Education Code 48900(a) and (t))
2. Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object, unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee, with the principal or designee's concurrence (Education Code 48900(b))
3. Unlawfully possessed, used, sold, otherwise furnished, or was under the influence of any controlled substance as defined in Health and Safety Code 11053-11059, alcoholic beverage, or intoxicant of any kind (Education Code 48900(c))
4. Unlawfully offered, arranged, or negotiated to sell any controlled substance as defined in Health and Safety Code 11053-11059, alcoholic beverage, or intoxicant of any kind, and then sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented the same as a controlled substance, alcoholic beverage, or intoxicant (Education Code 48900(d))
5. Committed or attempted to commit robbery or extortion (Education Code 48900(e))
6. Caused or attempted to cause damage to school property or private property (Education Code 48900(f))
7. Stole or attempted to steal school property or private property (Education Code 48900(g))
8. Possessed or used tobacco or products containing tobacco or nicotine products, including, but not limited to, cigars, cigarettes, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel, except that this restriction shall not prohibit a student from using or possessing prescription products (Education Code 48900(h))

9. Committed an obscene act or engaged in habitual profanity or vulgarity (Education Code 48900(i))
10. Unlawfully possessed, offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Health and Safety Code 11014.5 (Education Code 48900(j))
11. Knowingly received stolen school property or private property (Education Code 48900(l))
12. Possessed an imitation firearm (Education Code 48900(m))

Imitation firearm means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm. (Education Code 48900(m))

13. Committed or attempted to commit a sexual assault as defined in Penal Code 261, 266c, 286, 287, 288, 289, or former 288a, or committed a sexual battery as defined in Penal Code 243.4 (Education Code 48900(n))

No student may be disciplined prior to a finding being made pursuant to the grievance process established by 34 CFR 106.45, in accordance with Administrative Regulation 5145.71 Title IX Sexual Harassment Complaint Procedures. However, the Eden Area ROP may conduct a non-discipline removal of a student in emergency situations where there is an immediate threat to the health or safety of any student or other individual.

14. Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness (Education Code 48900(o))
15. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma (Education Code 48900(p))
16. Engaged in, or attempted to engage in, hazing (Education Code 48900(q))

Hazing means a method of initiation or pre-initiation into a student organization or body, regardless of whether the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective student. Hazing does not include athletic events or school-sanctioned events. (Education Code 48900(q))

17. Engaged in an act of bullying (Education Code 48900(r))

Bullying means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, directed toward one or more students that has or can reasonably be predicted to have the effect of placing a reasonable student(s) in fear of harm to self or property; cause the student to experience a substantially detrimental effect on physical or mental health; or cause the student to experience substantial interferences with academic performance or ability to participate in or benefit from the services, activities, or privileges provided by a school. (Education Code 48900(r))

Bullying includes any act of sexual harassment, hate violence, or harassment, threat, or intimidation, as defined in Education Code 48900.2, 48900.3, or 48900.4 and below in "Additional Grounds for Suspension and Expulsion: Grades 4-12," that has any of the effects described above on a reasonable student.

Bullying also includes an act of cyber sexual bullying by a student through the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording that depicts a nude, semi-nude, or sexually explicit photograph or other visual recording of an identifiable minor, when such dissemination is to another student or to school personnel by means of an electronic act and has or can be reasonably predicted to have one or more of the effects of bullying described above. Cyber sexual bullying does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.

Electronic act means the creation or transmission originated on or off the school site by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication including, but not limited to: (Education Code 48900(r))

- a. A message, text, sound, video, or image

- b. A post on a social network internet website, including, but not limited to, posting to or creating a burn page or creating a credible impersonation or false profile for the purpose of causing a reasonable student any of the effects of bullying described above.

Reasonable student means a student, including, but not limited to, a student who has been identified as a student with a disability, who exercises average care, skill, and judgment in conduct for a person of the student's age, or for a person of the student's age and disability. (Education Code 48900(r))

Burn page means an internet website created for the purpose of causing a reasonable student any of the effects of bullying described above. (Education Code 48900(r))

Credible impersonation means to knowingly and without consent impersonate a student for the purpose of bullying the student and such that the student would reasonably believe, or has reasonably believed, that the student was or is the student who was impersonated. (Education Code 48900(r))

False profile means a profile of a fictitious student or profile using the likeness or attributes of an actual student other than the student who created the false profile. (Education Code 48900(r))

An electronic act is not considered pervasive conduct solely on the basis that it has been transmitted to the internet or is currently posted on the internet. (Education Code 48900(r))

When a student has been suspended, or other means of correction have been implemented against the student, for an incident of racist bullying, harassment, or intimidation, the principal or designee may, as appropriate, engage both the victim and perpetrator in a restorative justice practice suitable to the needs of the students. Additionally, the principal or designee may also require the perpetrator to engage in a culturally sensitive program that promotes racial justice and equity and combats racism and ignorance and shall regularly check on the victim to ensure that the victim is not in danger of suffering from any long-lasting mental health issues. (Education Code 48900.5)

18. Aided or abetted the infliction or attempted infliction of physical injury on another person, as defined in Penal Code 31 (Education Code 48900(t))
19. Made terrorist threats against school officials and/or school property (Education Code 48900.7)

A terrorist threat includes any written or oral statement by a person who willfully threatens to commit a crime which will result in death or great bodily injury to another person or property damage in excess of \$1,000, with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying out the crime. (Education Code 48900.7)

However, students who voluntarily disclose their use of a controlled substance, alcohol, an intoxicant of any kind, or tobacco in order to seek help through services or supports may not be suspended solely for that disclosure. (Education Code 48900)

A student may not be suspended or expelled for disruption or willful defiance. (Education Code 48900)

Additional Grounds for Suspension and Expulsion: Grades 4-12

A student in grades 4-12 shall be subject to suspension or recommendation for expulsion when it is determined that the student:

1. Committed sexual harassment as defined in Education Code 212.5 (Education Code 48900.2)

Sexual harassment means conduct which, when considered from the perspective of a reasonable person of the same gender as the victim, is sufficiently severe or pervasive as to have a negative impact upon the victim's academic performance or to create an intimidating, hostile, or offensive educational environment. (Education Code 212.5, 48900.2)

2. Caused, attempted to cause, threatened to cause, or participated in an act of hate violence as defined in Education Code 233 (Education Code 48900.3)

Hate violence means any act punishable under Penal Code 422.6, 422.7, or 422.75. Such acts include injuring

or intimidating a victim, interfering with the exercise of a victim's civil rights, or damaging a victim's property because of the victim's race, ethnicity, religion, nationality, disability, gender, gender identity, gender expression, or sexual orientation; a perception of the presence of any of those characteristics in the victim; or the victim's association with a person or group with one or more of those actual or perceived characteristics. (Education Code 233; Penal Code 422.55)

3. Intentionally engaged in harassment, threats, or intimidation against Eden Area Regional Occupational Program (Eden Area ROP) personnel or students that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of school personnel or students by creating an intimidating or hostile educational environment (Education Code 48900.4)

Suspension from Class by a Teacher

A teacher may suspend a student from class for the remainder of the day and the following day for any of the acts specified in Education Code 48900 and listed as Items #1-19 under "Grounds for Suspension and Expulsion: Grades K-12" above or for disruption or willful defiance at any grade level. (Education Code 48910)

When suspending a student from class, the teacher shall immediately report this action to the principal or designee and send the student to the principal or designee for appropriate action. If that action requires the continuing presence of the student at school, the student shall be appropriately supervised during the class periods from which the student has been suspended. (Education Code 48910)

As soon as possible after the teacher has suspended the student, the teacher shall ask the student's parent/guardian to attend a parent-teacher conference regarding the suspension. A counselor or psychologist may attend the conference if it is practicable, and a school administrator shall attend if requested by the parent/guardian or teacher. (Education Code 48910)

A student suspended from class shall not be returned to class during the period of the suspension without the approval of the teacher of the class and the principal or designee. (Education Code 48910)

A student suspended from class shall not be placed in another regular class during the period of suspension. However, a student assigned to more than one class per day may continue to attend other regular classes except those held at the same time as the class from which the student was suspended. (Education Code 48910)

Additionally, a teacher may also refer a student, for any of the acts specified above in Education Code 48900, to the principal or designee for consideration of a suspension from school. (Education Code 48910)

The teacher of any class from which a student is suspended may require the student to complete any assignments and tests missed during the removal. (Education Code 48913)

Suspension by Superintendent, Principal or Principal's Designee

To implement disciplinary procedures at a school site, the principal may, in writing, designate as the principal's designee another administrator or, if the principal is the only administrator at the school site, a certificated employee. As necessary, the principal may, in writing, also designate another administrator or certificated employee as the secondary designee to assist with disciplinary procedures when the principal and the principal's primary designee are absent from the school site.

The Superintendent, principal, or designee shall immediately suspend any student found at school or at a school activity away from school to have committed any of the acts listed in the accompanying Board policy under "Authority to Expel" for which a recommendation of expulsion is required. (Education Code 48915(c))

The Superintendent, principal, or designee may impose a suspension for a first offense if it is determined that the student violated any of Items #1-5 listed under "Grounds for Suspension and Expulsion: Grades K-12" above or if the student's presence causes a danger to persons. (Education Code 48900.5)

For all other offenses, a student may be suspended only when the Superintendent or principal has determined that other means of correction have failed to bring about proper conduct. (Education Code 48900.5)

When other means of correction are implemented prior to imposing suspension upon a student, including supervised suspension, the Superintendent, principal, or designee shall document the other means of correction used and retain

the documentation in the student's record. (Education Code 48900.5)

Length of Suspension

The Superintendent, principal, or designee may suspend a student from school for not more than five consecutive school days. (Education Code 48911)

A student may be suspended from school for not more than 20 school days in any school year. However, if a student enrolls in or is transferred to another regular school, an opportunity school or class, or continuation school or class for the purpose of adjustment, the student may be suspended for not more than 30 school days in a school year. The Eden Area ROP may count suspensions that occur while a student is enrolled in another school district toward the maximum number of days for which the student may be suspended in any school year. (Education Code 48903, 48911, 48912)

These restrictions on the number of days of suspension shall not apply when the suspension is extended pending an expulsion. (Education Code 48911)

Due Process Procedures for Suspension

Suspensions shall be imposed in accordance with the following procedures:

1. **Informal Conference:** Suspension shall be preceded by an informal conference conducted by the Superintendent, principal, or designee with the student and, whenever practicable, the teacher, supervisor, or school employee who referred the student to the principal

At the conference, the student shall be informed of the reason for the disciplinary action, including the other means of correction that were attempted before the suspension as required pursuant to Education Code 48900.5, and the evidence against the student, and shall be given the opportunity to present the student's version and evidence in the student's defense. (Education Code 48911)

This conference may be omitted if the Superintendent, principal, or designee determines that an emergency situation exists involving a clear and present danger to the lives, safety, or health of students or school personnel. If a student is suspended without this conference, the student, the student's parent/guardian, or if the student is a foster youth, the foster youth's educational rights holder, attorney, and county social worker, or if the student is an Indian child, the Indian child's tribal social worker and, if applicable, county social worker, shall be notified of the student's right to a conference and the right to return to school for the purpose of the conference. The conference shall be held within two school days, unless the student waives the right to it or is physically unable to attend for any reason. In such a case, the conference shall be held as soon as the student is physically able to return to school for the conference. (Education Code 48911)

2. **Administrative Actions:** All requests for student suspension are to be processed by the principal or designee

A school employee shall report the suspension, including the name of the student and the cause for the suspension, to the Superintendent or designee. (Education Code 48911)

3. **Notice to Parents/Guardians:** At the time of the suspension, a school employee shall make a reasonable effort to contact the parent/guardian or if the student is a foster youth, the foster youth's educational rights holder, attorney, and county social worker, or if the student is an Indian child, the Indian child's tribal social worker, and, if applicable, the county social worker, in person, by email, or by telephone

Whenever a student is suspended, the parent/guardian, or, if applicable, the foster youth's educational rights holder, attorney, and county social worker, or the Indian child's tribal social worker and, if applicable, the county social worker, shall also be notified in writing of the suspension. (Education Code 48911)

This notice shall state the specific offense committed by the student. (Education Code 48900.8)

Additionally, the notice shall state the date and time when the student may return to school.

4. **Parent/Guardian Conference:** Whenever a student is suspended, school officials may conduct a meeting with the parent/guardian to discuss the cause(s) and duration of the suspension, the school policy involved, and any other pertinent matter (Education Code 48914)

If school officials request to meet with the parent/guardian, a foster youth's educational rights holder, attorney, and county social worker, or an Indian child's tribal social worker, and, if applicable, the county social worker, the notice may state that the law requires such individuals to respond to the request without delay. However, the student shall not be penalized for the failure of the parent/guardian, a foster youth's educational rights holder, attorney, and county social worker, or an Indian child's tribal social worker, and, if applicable, the county social worker, to attend such a conference. The student may not be denied reinstatement solely because such individuals failed to attend the conference. (Education Code 48911)

Notification to Law Enforcement Authorities

Prior to the suspension or expulsion of any student, the principal or designee shall notify appropriate city or county law enforcement authorities of any student acts of assault which may have violated Penal Code 245. (Education Code 48902)

The principal or designee shall notify appropriate city or county law enforcement authorities of any student acts which may involve the possession or sale of narcotics or of a controlled substance, or of any student acts involving the possession, sale, or furnishing of firearms, explosives, or other dangerous weapons in violation of Education Code 48915(c)(1) or (5) or Penal Code 626.9 and 626.10. (Education Code 48902)

Within one school day after a student's suspension or expulsion, the principal or designee shall notify appropriate county or law enforcement authorities, by telephone or other appropriate means, of any student acts which may violate Education Code 48900(c) or (d), relating to the possession, use, offering, or sale of controlled substances, alcohol, or intoxicants of any kind. (Education Code 48902)

Maintenance of Records

The Eden Area ROP shall maintain a record of each suspension and expulsion, including its specific cause(s). (Education Code 48900.8)

Policy 5145.2: Freedom Of Speech/Expression

Status: DRAFT

Original Adopted Date: 06/05/2020

The Governing Board believes that free inquiry and exchange of ideas are essential parts of a democratic education. The Board respects students' rights to express ideas and opinions, take stands on issues, and support causes, even when such speech is controversial or unpopular. Additionally, the Board is committed to providing a welcoming, safe, and supportive school environment that protects students from discrimination, harassment, intimidation, and bullying, or other types of expression prohibited by law.

Students shall have the right to exercise freedom of speech and of the press including, but not limited to, the use of bulletin boards; the use of official Eden Area Regional Occupational Program (Eden Area ROP) websites or social media accounts identified and made available for such purposes; the distribution of printed materials or petitions; the wearing of buttons, badges, and other insignia; and the right of expression in official school publications. (Education Code 48907)

Students' freedom of expression shall be restricted only as established by this Board policy, the accompanying administration regulation, Education Code 234.1, 48907, and 48950, and other applicable state and federal laws. Such restrictions include, but are not limited to, prohibitions against students making any expressions or distributing or posting any materials that:

1. Are obscene, libelous, or slanderous
2. Are discriminatory, harassing, intimidating, or bullying
3. Are likely to immediately incite action on Eden Area ROP property or during Eden Area ROP-sponsored programs or activities that is unlawful or that violates Board policies, administrative regulations, or other Eden Area ROP rules
4. Substantially disrupt the orderly operation of the Eden Area ROP

Additionally, the use of "fighting words" or epithets is prohibited where they are abusive and insulting, rather than merely offensive or provocative, and they are likely to create an actual danger that it will cause a breach of the peace.

Eden Area ROP staff shall not prohibit or prevent the distribution of, or otherwise censor, material prepared for official school publications except insofar as the content of the material violates this Board policy and the accompanying administrative regulation. (Education Code 48907)

Off-campus student expression, such as electronic expression via a personal device or online expression via a personal social media account, may subject a student to discipline when such expression poses a threat to the safety of other Eden Area ROP students, staff, or property, or does or is likely to substantially disrupt the Eden Area ROP's educational program. As necessary, the Superintendent or designee shall document the actual expected impact of the expression.

Student expression that violates this Board policy or the accompanying administrative regulation may be subject to discipline in accordance with Board Policy/Administrative Regulation 5144 – Discipline, Board Policy/Administrative Regulation 5144.1 – Suspension and Expulsion/Due Process, and Administrative Regulation 5144.2 – Suspension and Expulsion/Due Process (Students with Disabilities).

Regulation 5145.2: Freedom Of Speech/Expression

Status: DRAFT

Original Adopted Date: 06/05/2020

Time, Place, and Manner Restrictions for Student Expression

The Superintendent or designee may annually identify physical or electronic locations, such as school courtyards, bulletin boards, or social media accounts, on which students and student organizations may hold a public rally, express and debate issues, or post information of general interest. Additionally, students may distribute handbills, leaflets, and other printed or electronic material, whether produced within or outside of the school. In addition, students may collect signatures on petitions concerning school or non-school issues.

All such expression in a given year shall be limited to the locations identified by the Superintendent or designee for that year.

Materials or petitions may be distributed only:

1. Before or after school
2. For printed materials or petitions, in locations that do not obstruct the normal flow of traffic within the school or at entrances

No student shall use coercion to induce any other student or person to accept materials or to sign a petition. No funds shall be collected for any material distributed.

At the Superintendent or designee's discretion, any materials or petitions may be required to include a disclaimer indicating that views, ideas, and opinions expressed in the materials or petitions are not sponsored by and do not necessarily reflect those of the Eden Area ROP.

Permissible buttons, badges, armbands, and clothing bearing slogans or sayings may be worn at all times. No employee shall interfere with such expression solely on the grounds that the message may be controversial or unpopular with students or faculty. (Education Code 234.1, 48907)

Official School Publications

Official school publications are materials produced by students in journalism or yearbook courses or programs, student clubs or organizations, student newspapers or other student publications, or writing classes, and distributed to the public or to the student body either for a fee or free. (Education Code 48907)

The Superintendent or designee may develop a school publications code outlining the responsibility of the students who produce or support the production of content for official student publications and the staff who serve as advisors of official student publications.

All official student publications shall be held to professional standards of language and journalism. (Education Code 48907)

If a staff advisor to an official student publication or other school staff with similar responsibility determines that material intended for inclusion in an official student publication violates the accompanying Board policy or this regulation, the staff advisor or other school staff shall first consider any feasible alternative options to limiting the material. If no other option is feasible, the staff advisor or other school staff shall notify the official student publication, via the student editor-in-chief or similar position, and the student authors of the material without undue delay and shall provide specific reasons for why the submitted material may not be published. Absent extraordinary circumstances, such notice shall be given in sufficient time to allow the official student publication or the student authors to either modify the material or request review by the Superintendent or designee.

At the principal's discretion, all official student publications may be required to include a disclaimer indicating that views, ideas, and opinions expressed in official student publications do not necessarily reflect those of the Eden Area ROP.

Student Participation in Civic or Political Events

Upon providing advanced notice and in accordance with Board Policy/Administrative Regulation 5113 – Absences

and Excuses, a student in middle or high school shall be permitted one excused absence per school year in order to participate in a civic or political event such as voting, poll working, strikes, public commenting, or attending candidate speeches, political or civic forums, or town halls. (Education Code 48205)

Bylaw 9320: Meetings And Notices

Status: DRAFT

Original Adopted Date: 06/05/2020 | **Last Revised Date:** 06/07/2024 | **Last Reviewed Date:** 06/07/2024

Meetings of the Governing Board are conducted for the purpose of accomplishing Eden Area Regional Occupational Program (Eden Area ROP) business. The Board may meet in open session or closed session, as necessary, in accordance with applicable open meeting laws (Brown Act), and Board Bylaw 9320.1 – Remote Meetings and Attendance, Board Bylaw 9321 – Closed Session, Board Bylaw 9322 – Agenda/Meeting Materials, and Board Bylaw 9323 – Meeting Conduct.

A Board meeting exists whenever a majority of Board members gathers at the same time and location, including remotely or electronically, to hear, discuss, deliberate, or take action upon any item within the subject matter jurisdiction of the Board. (Government Code 54952.2)

In accordance with Board Bylaw 9012 - Board Member Electronic Communications, a majority of the Board shall not use a series of communications of any kind, directly or through intermediaries or technology, including official or personal social media accounts, to discuss, deliberate, or take action on any matter that is within the subject matter jurisdiction of the Board. (Government Code 54952.2)

However, the Superintendent or Eden Area ROP designee may engage in separate conversations or communications with Board members in order to answer questions or provide information regarding any matter within the subject matter jurisdiction of the Board, as long as that employee or Eden Area ROP official does not communicate the comments or position of any Board members to other Board members. (Government Code 54952.2)

Regular Meetings

Unless otherwise determined by the Board, the Board shall hold 1 regular Board meeting(s) each month starting at 5:45 p.m. on the first Thursday of the month at the Eden Area ROP in the Board Room located in Building A at 26316 Hesperian Blvd., Hayward, CA 94545.

At least 72 hours prior to a regular Board meeting, the agenda shall be posted at one or more locations freely accessible to members of the public, on the Eden Area ROP's website, and at any location required by Board Bylaw 9320.1 - Remote Meetings and Attendance. (Government Code 54954.2)

Consistent with Board Bylaw 9322 - Agenda/Meeting Materials, whenever agenda materials relating to an open session of a regular Board meeting are distributed to the Board less than 72 hours before the meeting, the Superintendent or designee shall make the materials available for public inspection at a public office or location designated for that purpose. The records shall be posted on the Eden Area ROP website at the time the materials are distributed to all or a majority of the Board if distributed outside of business hours. (Government Code 54957.5)

Special Meetings

Special meetings of the Board may be called at any time by the presiding officer or a majority of the Board members on any topic within subject matter jurisdiction of the Board unless otherwise prohibited by law or as specified in BB 9323.2-Actions by the Board. (Government Code 54956)

At least 24 hours before the noticed start time, written notice of a special Board meeting shall be: (Government Code 54953.8, 54953.8.3, 54956)

1. Delivered personally or by any other means to all Board members and the local media who have requested such notice in writing.
2. Posted on the Eden Area ROP's website and in a location freely accessible to the public.
3. Posted in any location required by Board Bylaw 9320.1 - Remote Meetings and Attendance

The notice shall specify the time and location of the special Board meeting and the business to be transacted or discussed. No other business shall be considered. (Education Code 35144; Government Code 54956)

Any Board member may waive the 24-hour written notice requirement prior to the time of the special

Board meeting by filing a written waiver of notice with the clerk or secretary of the Board or by being present at the meeting at the time it convenes. (Education Code 35144; Government Code 54956)

Emergency Meetings

In the case of an emergency situation for which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board may hold an emergency Board meeting as long as it complies with all requirements of a special Board meeting, except the 24-hour notice and/or 24-hour posting requirements. (Government Code 54956.5)

The Board may meet in closed session during an emergency Board meeting so long as three-fourths of the members present at the meeting agree or, if less than three-fourths of the members are present, by unanimous vote of the members present. (Government Code 54956.5)

Except in the case of a dire emergency, the Board president or designee shall give notice of the emergency Board meeting by telephone or email at least one hour before the meeting to the local media that have requested notice of special Board meetings. As applicable, all telephone numbers or email addresses provided by the media in the most recent request for notification shall be exhausted. If telephone or internet services are not functioning, the notice requirement of one hour is waived and, as soon after the emergency Board meeting as possible, the Board shall notify those media representatives of the meeting and shall describe the purpose of the meeting and any action taken by the Board. In the case of a dire emergency, the Board president or designee shall give such notice at or near the time notification as is given to the other members of the Board. (Government Code 54956.5)

The minutes of the emergency Board meeting, a list of persons the Board president or designee notified or attempted to notify, a copy of the roll call vote, and any actions taken at the meeting shall be posted for at least 10 days in a public place as soon as possible after the meeting. (Government Code 54956.5)

An *emergency* means a work stoppage, crippling activity, or other activity that severely impairs public health and/or safety as determined by a majority of the members of the Board. (Government Code 54956.5)

A *dire emergency* means a crippling disaster, mass destruction, terrorist act, or threatened terrorist activity that poses peril so immediate and significant that requiring the Board to provide one-hour notice before holding an emergency Board meeting may endanger the public health and/or safety as determined by a majority of the members of the Board. (Government Code 54956.5)

Adjourned/Continued Meetings

The Board may adjourn/continue any regular or special Board meeting to a later time and location that shall be specified in the order of adjournment. Less than a quorum of the Board may adjourn/continue such a meeting. If no Board members are present, the secretary or the clerk may declare the Board meeting adjourned/continued to a later time and location and shall give notice in the same manner required for special Board meetings. (Government Code 54955)

Within 24 hours after the time of adjournment/continuance, a copy of the order or notice of adjournment/continuance shall be conspicuously posted on or near the door of the location where the Board meeting was held. (Government Code 54955)

Study Sessions, Retreats, Public Forums, and Discussion Meetings

The Board may convene a study session or public forum to study an issue in more detail or to receive information from staff or feedback from members of the public. Additionally, the Board may convene a retreat to discuss Board roles and relationships. Any such Board meeting, regardless of title or topic, shall be held as a regular or special Board meeting, as appropriate, and shall comply with all other requirements for regular or special Board meetings. (Government Code 54956)

Other Gatherings

Attendance by a majority of Board members at any of the following events is not subject to the Brown Act provided that a majority of the Board members do not discuss specific Eden Area ROP business among themselves other than as part of the scheduled program: (Government Code 54952.2)

1. A conference or similar public gathering open to the public that involves a discussion of issues of general interest to the public or to school board members
2. An open, publicized meeting organized by a person or organization other than the Eden Area ROP to address a topic of local community concern
3. An open and noticed meeting of another body of the Eden Area ROP
4. An open and noticed meeting of a legislative body of another local agency
5. A purely social or ceremonial occasion
6. An open and noticed meeting of a standing committee of the Board established pursuant to Board Bylaw 9130 - Board Committees, provided that the Board members who are not members of the standing committee attend only as observers

Individual contacts or conversations between a Board member and any other person that are not part of a series of communications prohibited by the Brown Act are permitted. (Government Code 54952.2)

Location of Meetings

Unless the Board is holding a remote Board meeting during a proclaimed state of emergency or local emergency in accordance with Board Bylaw 9320.1 - Remote Meetings and Attendance, all Board meetings shall be held within Eden Area ROP boundaries, except to do any of the following: (Government Code 54954)

1. Comply with state or federal law or court order or attend a judicial or administrative proceeding to which the Eden Area ROP is a party
2. Inspect real or personal property which cannot conveniently be brought into the Eden Area ROP, provided that the topic of the meeting is limited to items directly related to the property
3. Participate in meetings or discussions of multiagency significance, provided these meetings are held within one of the other agencies' boundaries, with all participating agencies giving the notice required by law
4. Meet in the closest meeting facility if the Eden Area ROP has no meeting facility within its boundaries or if its principal office is located outside the Eden Area ROP
5. Meet with elected or appointed state or federal officials when a local meeting would be impractical, solely to discuss legislative or regulatory issues affecting the Eden Area ROP over which the state or federal officials have jurisdiction
6. Meet in or near a facility owned by the Eden Area ROP but located outside the Eden Area ROP, provided the meeting agenda is limited to items directly related to that facility
7. Visit the office of the Eden Area ROP's legal counsel to meet in closed session on pending litigation, when doing so would reduce legal fees or costs
8. Attend conferences on nonadversarial collective bargaining techniques
9. Interview residents of another district regarding the Board's potential employment of an applicant for Superintendent of the Eden Area ROP
10. Interview a potential employee from another district

All Board meetings, regardless of location, shall comply with the applicable notice and open meeting requirements. Additionally, no such meeting may be held in a facility that prohibits the admittance of any person on the basis of ancestry or any characteristic listed in Government Code 11135, which is inaccessible to individuals with disabilities, or where members of the public must make a payment or purchase in order to be admitted. (Government Code 54961)

If a fire, flood, earthquake, or other emergency renders the posted regular or special Board meeting location unsafe and the deadline for posting the location has passed, the meeting shall be held at a location designated by the Board

president or designee, who shall so inform all news media who have requested notice of meetings pursuant to Government Code 54956 by the most rapid available means of communication.

Bylaw 9320.1: Remote Meetings and Attendance

Status: DRAFT

Original Adopted Date: Pending

The Governing Board recognizes the need, when permitted by law, to hold Board meetings in which the Board members meet remotely or in which individual Board members attend and participate remotely.

Definitions

Local emergency means either of the following that impacts persons under the jurisdiction of the Eden Area Regional Occupational Program (Eden Area ROP) or property within the boundaries of the Eden Area ROP: (Government Code 54953.8.2)

1. A condition of extreme peril proclaimed by a city, county, or city and county pursuant to Government Code 8630
2. A local health emergency proclaimed pursuant to Health and Safety Code 101080

Remote means not being physically present at the primary in-person location of a Board meeting, and includes the terms "teleconference" and "virtual."

Remote attendance and participation means the ability to attend and participate in a Board meeting by electronic means, through either audio or visual technology, or both.

Remote Board Member means a Board member, not physically present at the Board meeting, who nonetheless seeks to attend and participating in a Board meeting.

State of Emergency means state of emergency proclaimed pursuant to Government Code 8625.

Traditional Method of Remote Attendance

A remote Board member may attend and participate in a Board meeting so long as all of the following conditions are met: (Government Code 54953)

1. All votes taken during the meeting are by rollcall
2. The meeting is conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the Board
3. The physical location of the remote Board member is open and accessible to the public during the meeting, except during closed session, such that members of the public may observe in person the remote Board member; may hear, listen to, or watch the meeting to the same extent as the remote Board member; and may make public comment during the same portion of the agenda as other members of the public from the same location as the remote Board member
4. The location from which the remote Board member will attend the meeting is noted in the agenda and the agenda is posted at that location in advance of the meeting as statutorily required based on the type of meeting
5. At least a quorum of the Board is within Eden Area ROP boundaries

Remote Attendance as an Accommodation

A Board member with a qualifying disability under the Americans with Disabilities Act that precludes the Board member from attending a Board meeting in person or from attending and participating remotely in a Board meeting using the method specified in "Traditional Method of Remote Attendance" above may request to attend and participate remotely as a reasonable accommodation for the Board member's disability.

If the request is granted based on the Eden Area ROP's process for reviewing reasonable accommodations, the remote Board member shall be permitted to attend and participate in the Board meeting as long as the following requirements are met: (Government Code 54953)

1. All votes taken during the meeting are by rollcall
2. The remote Board member utilizes both audio and visual technology to participate in the meeting, except no visual technology shall be required if a physical condition related to their disability results in a need to participate off camera
3. The remote Board member publicly discloses, before any action is taken, whether any individual 18 years of age or older is present at the Board member's location and the general nature of the member's relationship with each such individual

In this circumstance, the following conditions are not required: (Government Code 54953)

1. Including the location of the remote Board member in the agenda
2. Making the location of the remote Board member open and accessible to the public
3. Posting the agenda at the location of the remote Board member

Additionally, in this circumstance, the remote Board member shall be considered to be attending in-person at the physical meeting location for all purposes, including any requirement that a quorum participate from any particular location. (Government Code 54953)

These requirements and conditions may be modified as required by law or the Eden Area ROP may offer another reasonable accommodation as appropriate.

Remote Attendance Due to Just Cause

Beginning July 1, 2026, a remote Board member may attend and participate in a Board meeting based on any of the following "just cause" reasons: (Government Code 54953.8.3)

1. A childcare or caregiving need of a Board member's child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires the Board member to attend and participate remotely
2. A contagious illness that prevents a Board member from attending in person
3. A need related to a Board member's physical or mental condition not otherwise reasonably accommodated
4. A Board member is traveling while on official business of the Board or another state or local agency
5. An immunocompromised child, parent, grandparent, grandchild, sibling, spouse, or domestic partner of a Board member requires the Board member to attend and participate remotely
6. A physical or family medical emergency prevents a Board member from attending in person
7. Military service obligations that result in a Board member being unable to attend in person because the Board member is serving under official written orders for active duty, drill, annual training, or any other duty required as a member of the California National Guard or a United States Military Reserve organization that requires the Board member to be at least 50 miles outside the boundaries of the Eden Area ROP

The remote Board member shall notify the Board at the earliest possible opportunity, including at the start of a Board meeting, of the need to attend and participate remotely for just cause, including the general circumstances of the Board member's need to attend and participate remotely. The remote Board member need not disclose any medical diagnosis or disability, or any personal medical information that is otherwise exempt under existing law. The minutes for the Board meeting shall identify the specific provision that is the basis for the just cause. (Government Code 54953, 54953.8.3)

Additionally, when a remote Board member attends and participates in a Board meeting based on just cause, all of the following conditions shall be met: (Government Code 54953, 54953.8, 54953.8.3)

1. All votes taken during the meeting are by rollcall
2. The meeting is conducted in a manner that protects the statutory and constitutional rights of the parties or the

public appearing before the Board

3. The public is able to access the meeting via a two-way audiovisual platform or a two-way audio service and a live webcast, with real-time public comment being allowed via the platform or service, in addition to public comment being available in person

The platform or service may require members of the public to register in order to make public comments as long as the platform or service is not controlled by the Eden Area ROP.

4. The agenda for the meeting includes information describing how members of the public can access the platform or service and how members of the public can offer public comment
5. The minutes of the Board meeting state that the remote Board member attended and participated remotely
6. At least a quorum of the Board participates in person from a singular physical location clearly identified on the agenda and which is within Eden Area ROP boundaries and is open to the public
7. The remote Board member utilizes both audio and visual technology to participate in the meeting
8. The remote Board member publicly discloses, before any action is taken, whether any individual 18 years of age or older is present at the Board member's location and the general nature of the member's relationship with each such individual

In this circumstance, the agenda need not include the location of the remote Board member or be posted at that location, and the location of the remote Board member need not be open and accessible to the public. (Government Code 54953, 54953.8)

The Board shall give notice of the means by which members of the public may access the meeting and offer public comment. The agenda shall identify and include an opportunity for all persons to attend via a call-in option or an internet-based service option. (Government Code 54953.8)

If the platform or service is disrupted such that the public cannot access the meeting or give real-time public comment, the Board meeting may continue but the Board may not take action on any agenda item until public access to the meeting is restored. (Government Code 54953.8)

A remote Board member may attend and participate in no more than two Board meetings per year for just cause. (Government Code 54953.8.3)

A remote Board member's attendance and participation in multiple Board meetings that begin on the same calendar day shall only count as one Board meeting for purposes of this limit.

Remote Board Meetings During a Proclaimed State of Emergency

The Board may conduct a remote Board meeting during a proclaimed state of emergency or local emergency in either of the following circumstances: (Government Code 54953.8.2)

1. For the purpose of determining, by majority vote, whether meeting in person would present imminent risks to the health or safety of attendees due to the emergency
2. When the Board, pursuant to Item #1 above, has determined that meeting in person would present imminent risks to the health or safety of attendees due to the emergency

In either such circumstance, the Board may hold a remote Board meeting without: (Government Code 54953.8, 54953.8.2)

1. Including the location of Board members in the agenda
2. Making the locations of Board members open and accessible to the public
3. Posting the agenda at the locations of Board members
4. Having at least a quorum of the Board members within the Eden Area ROP boundaries

When the Board holds such a meeting, all of the following shall be followed: (Government Code 54953.8, 54953.8.2)

1. All votes taken during the meeting are by rollcall
2. The public is able to access the meeting via a call-in or audiovisual platform or service, with real-time observation of the meeting and public comment being allowed via the platform or service

The platform or service may require members of the public to register in order to make public comments so long as the platform or service is not controlled by the Eden Area ROP.

3. The agenda for the meeting includes information describing how members of the public can access the platform or service

The Board may continue to conduct all Board meetings remotely throughout one or more 45-day periods as long as, prior to the beginning of each 45-day period, the Board has reconsidered the circumstances of the proclaimed state of emergency or local emergency and determined that it continues to directly impact the ability of the Board to meet safely in person. (Government Code 54953.8.2)

Bylaw 9322: Agenda/Meeting Materials

Status: DRAFT

Original Adopted Date: 06/05/2020 | **Last Revised Date:** 09/07/2023 | **Last Reviewed Date:** 09/07/2023

Governing Board meeting agendas shall reflect the Eden Area Regional Occupational Program's (Eden Area ROP) vision and goals and the Board's focus on student learning and well-being.

Each agenda shall state the meeting time and location(s) and shall briefly describe each item listed in the agenda, including items to be discussed in closed session in accordance with Board Bylaw 9321 – Closed Session. (Government Code 54954.2)

For a regular meeting, the Board may consider an item not included in the posted agenda in accordance with Board Bylaw 9323.2 – Actions by the Board.

Public Comment

The agenda shall provide members of the public the opportunity to address the Board on any agenda item before or during the Board's consideration of the item, including items to be considered in closed session in accordance with Board Bylaw 9321 – Closed Session and items listed on the consent agenda. (Education Code 35145.5; Government Code 54954.3)

Before any other open session agenda item, there shall be one public comment item on every meeting agenda to give members of the public the opportunity to address the Board on any item on the open session agenda. The public comment period shall last no longer than 3 minutes unless extended in accordance with Board Bylaw 9323 – Meeting Conduct. No member of the public may be permitted to speak more than once during this item.

The agenda need not provide an opportunity for public comment on an item that has previously been considered at an open meeting by a committee comprised exclusively of Board members, provided that all of the following conditions were met: (Government Code 54954.3)

1. Members of the public were afforded an opportunity to comment on the item before or during the committee's consideration of the item
2. The item has not been substantially changed since the committee considered it
3. A quorum of the committee attended and participated in the committee meeting at which the item was considered from a singular physical location that was clearly identified on the agenda, open to the public, and situated within the boundaries of the Eden Area ROP
4. Any other applicable provisions of Government Code 54954.3

Additionally, the agenda for a regular meeting shall provide members of the public with an opportunity to address the Board regarding matters within the subject matter jurisdiction of the Board which are not on the agenda. (Education Code 35145.5; Government Code 54954.3)

The notice and agenda shall include information describing how members of the public can access the platform or service and how members of the public can offer public comment if required pursuant to Board Bylaw 9320.1 – Remote Meeting and Attendance.

Disability-Related Accommodations or Modifications

The agenda shall include information regarding how, when, and to whom a request for disability-related accommodations or modifications, including auxiliary aids and services, may be made by an individual who requires accommodations or modifications in order to participate in the meeting, as well as the procedure for receiving and resolving such requests as required by law. (Government Code 54953.8, 54954.2)

Each agenda for a regular meeting shall list the address designated by the Superintendent or designee for public inspection of documents related to an open session item, or for records of a statement threatening litigation against the Eden Area ROP to be discussed in closed session, when such documents have been distributed to the Board less than 72 hours before the meeting. (Government Code 54956.9, 54957.5)

Each agenda shall include a statement regarding the option for students and parents/guardians to request that directory information or personal information of the student or parent/guardian, as defined in Education Code 49061 and/or 49073.2, be excluded from the minutes. Additionally, the agenda shall state that the request must be made in writing to the secretary or clerk of the Board. (Education Code 49073.2)

Agenda Preparation

The Board president and the Superintendent, as secretary to the Board, shall work together to develop the agenda for each meeting, including whether an item requires Board action and whether an item shall be considered in open or closed session.

Any member of the public, or an individual Board member acting in that Board member's capacity as a member of the public, may request that a matter within the subject matter jurisdiction of the Board be placed on the agenda of a regular meeting. The request shall be submitted in writing to the Superintendent or designee with supporting documents and information. (Education Code 35145.5)

The Board president and Superintendent shall decide whether such a request is within the subject matter jurisdiction of the Board. Items not within the subject matter jurisdiction of the Board shall not be placed on the agenda. Additionally, if the Board president and Superintendent determine that the request is merely a request for information, then the request shall not be placed on the agenda.

A Board member may request in writing, at a meeting as part of a related open session item, or at a meeting as part of an open session item intended for this purpose that a specific matter within the subject matter jurisdiction of the Board be placed on an upcoming Board agenda. Within thirty (30) days of receiving the request, the Board member shall be informed by the Board president if the request has been approved or denied by the Board president and Superintendent.

If the request is approved, the Board president and Superintendent shall inform the Board member of the general timeframe that the matter will be placed on an agenda, on which part of the agenda the item will appear, and whether the item requires action by the Board. If the request is denied, the Board president and Superintendent fail to provide a response to the request, or the requesting Board member disagrees with the timeframe that the matter will be placed on an agenda, on which part of the agenda the item will appear, or whether the item requires action by the Board, then the Board member may appeal the response to the request to the Board. The Board president and Superintendent shall place the appeal on the next upcoming regular meeting agenda for Board action, but only as to whether, when, and how to agendize the requested matter. If a majority of the Board agrees with the appeal, the item will be considered in accordance with the decision of the majority of the Board.

In order to promote efficient meetings, the Board may bundle a number of items and act upon them together by a single vote through the use of a consent agenda, except as required by law. Consent items shall be items of a routine nature for which Board discussion is not anticipated and for which the Superintendent recommends approval.

Agenda Dissemination to Board Members

At least 72 hours before each regular meeting, each Board member shall be provided a copy of the agenda and all related materials such as the Superintendent or designee's report; minutes to be approved; copies of communications; reports from committees, staff, and others; and other available supporting documents pertinent to the meeting. Additionally, the Superintendent or designee may distribute to the Board additional materials related to agenda items less than 72 hours before each regular meeting, as permitted by law.

When a special meeting is called, Board members shall receive the agenda and all related materials at least 24 hours prior to the meeting. (Government Code 54956)

Board members shall review the agenda and all related materials before each regular or special meeting. Individual Board members may confer directly with the Superintendent or designee to ask questions and/or request additional information on agenda items. Responses to agenda item requests from individual board members will be provided to all board members. However, a majority of Board members shall not, outside of a noticed meeting, directly or through intermediaries or electronic means, discuss, deliberate, or take action on any matter within the subject matter jurisdiction of the Board.

Regular Meeting Agenda Dissemination to Members of the Public

The agenda and all related materials distributed to the Board related to a regular meeting shall be made available to the public upon request without delay. However, only those documents which are disclosable public records under the California Public Records Act (CPRA) and which relate to an agenda item scheduled for the open session portion of a regular meeting or which contain a claim or written threat of litigation which will be discussed in closed session shall be made available to the public. (Government Code 54956.9, 54957.5)

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public. (Government Code 54954.2)

Additionally, the Superintendent or designee shall post the agenda on the homepage of the Eden Area ROP website. The posted agenda shall be accessible through a prominent direct link to the current agenda or to the Eden Area ROP's agenda management platform in accordance with Government Code 54954.2. When the Eden Area ROP utilizes an integrated agenda management platform, the link to that platform shall take the user directly to the website with the Eden Area ROP's agendas, and the current agenda shall be the first available. (Government Code 54954.2)

If a writing which relates to an open session agenda item or which contains a claim or written threat of litigation which will be discussed in closed session during a regular meeting is distributed to the Board less than 72 hours prior to the meeting, the Superintendent or designee shall make the writing available for public inspection at a designated location at the same time the document is distributed to all or a majority of the Board. (Government Code 54957.5)

The Superintendent or designee shall mail a copy of the agenda or a copy of all the documents constituting the agenda packet to any person who requests the items. The materials shall be mailed at the time the agenda is posted or upon distribution of the agenda to a majority of the Board, whichever occurs first. (Government Code 54954.1)

Any request for mailed copies of agendas or agenda packets shall be in writing and shall be valid for the calendar year in which it is filed. Written requests must be renewed following January 1 of each year. (Government Code 54954.1)

Persons requesting mailing of the agenda or agenda packet shall pay an annual fee, as determined by the Superintendent or designee, not to exceed the cost of providing the service.

Any document prepared by the Eden Area ROP or Board and distributed during an open meeting shall be made available for public inspection at the meeting. Any document prepared by another person shall be made available for public inspection after the meeting. These requirements shall not apply to a document that is exempt from public disclosure under the CPRA. (Government Code 54957.5)

Upon request, the Superintendent or designee shall make the agenda, agenda packet, and/or any writings distributed at the meeting available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. (Government Code 54954.1)

Special Meeting Agenda Dissemination to Members of the Public

The requirements for the dissemination of regular meeting agendas and related materials and writings to members of the public found in "Regular Meeting Agenda Dissemination to Members of the Public" shall be applicable to the dissemination of special meeting agendas and related materials and writings to members of the public except that the 24-hour requirement shall apply rather than the 72-hour requirement.

Bylaw 9323: Meeting Conduct

Status: DRAFT

Original Adopted Date: 06/05/2020 | **Last Revised Date:** 03/02/2023 | **Last Reviewed Date:** 03/02/2023

Meeting Procedures

All Governing Board meetings shall begin on time and shall be guided by an agenda prepared in accordance with Board bylaws and posted and distributed in accordance with the Ralph M. Brown Act (open meeting requirements) and other applicable laws.

The Board chair, who is either the Board president or the Board member chairing the meeting at the time if the Board president is absent, shall conduct Board meetings in accordance with Robert's Rules of Order to enable the Board to efficiently consider issues and carry out the will of the majority.

The Board believes that late night meetings can deter public participation, affect the Board's decision-making ability, and be a burden to staff. Regular Board meetings shall be adjourned by 9:30 p.m. unless extended to a specific time determined by a majority of the Board. The meeting shall be extended no more than once and, if necessary, may subsequently be adjourned to a later date.

When any Board member requests the removal of an item from the consent agenda, the item shall be removed and given individual consideration for action as a separate agenda item. The Board chair shall determine where on the agenda the former consent item is placed.

Quorum and Abstentions

Except as required by law, the Board shall act by majority vote of all of the membership constituting the Board. (Education Code 35164)

Except when prohibited by law, the Board expects its members to vote on all issues before them.

When a member abstains, the abstention shall not be counted for purposes of determining whether a majority of the membership of the Board has taken action.

Public Participation

Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. So as not to inhibit public participation, members of the public attending a Board meeting shall not be requested to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting, except a member of the public desires to observe the meeting or make public comment through the use of a third party website or online platform as required by the third party provider.

To facilitate public comment, the Board may request that members of the public who wish to give public comment provide their names or other identifying information to determine speaking order.

In order to conduct Eden Area Regional Occupational Program (Eden Area ROP) business in an orderly and efficient manner, public comment shall occur in accordance with Board Bylaw 9322 – Agenda Meeting/Materials and in compliance with the following procedures:

1. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law (Education Code 35145.5; Government Code 54954.2)
2. Board members or Eden Area ROP staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda (Government Code 54954.2)

Additionally, on their own initiative or in response to questions posed by the public, Board members or staff members may ask a question for clarification, make a brief announcement, or make a brief report on their own activities. (Government Code 54954.2)

In addition, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take

action directing staff to place a matter of business on a future agenda. (Government Code 54954.2)

3. A member of the public wishing to be heard by the Board shall first be recognized by the Board chair

An individual speaker shall be allowed a maximum of 3 minutes to address the Board. However, the Board chair, or a majority of the Board, may adjust the amount of time allowed for public input and/or the time allotted for each speaker. Any such adjustment shall be done equitably so as to allow a diversity of viewpoints. Additionally, the Board chair may ask members of the public with the same viewpoint to select a few individuals to address the Board on behalf of that viewpoint.

In order to ensure that non-English speakers receive the same opportunity to directly address the Board, any member of the public who utilizes a translator shall be provided at least twice the allotted time to address the Board, unless simultaneous translation equipment is used to allow the Board to hear the translated public testimony simultaneously. (Government Code 54954.3)

4. An individual speaker may give some or all of the speaker's time to another speaker, provided that no individual speaker is permitted to speak more than the maximum time permitted per individual speaker pursuant to Board Bylaw 9322 – Agenda/Meeting Materials
5. For any public comment period with a time limit when a remote Board member is attending and participating based on just cause pursuant to Board Bylaw 9320.1 – Remote Meetings and Attendance, the Board may not close that public comment period or the opportunity to register to provide public comment via the two-way audiovisual platform or two-way audio service until the full time for public comment has elapsed (Government Code 54953.8)

For any other public comment period when a remote Board member is attending and participating based on just cause pursuant to Board Bylaw 9320.1 – Remote Meetings and Attendance, the Board shall allow a reasonable amount of time to permit members of the public to provide public comment and to register to do so via the two-way audiovisual platform or two-way audio service. (Government Code 54953.8)

6. The Board chair shall determine whether an individual's public comment is within the scope of the public comment period, subject to the following conditions:
 - a. If the public comment is within the scope of a different public comment period, the Board chair shall so indicate
 - b. Public criticism of the Board, individual Board members, the Eden Area ROP, its policies, procedures, programs, services, acts, or omissions shall not be prohibited (Government Code 54954.3)
 - c. Public criticism of Eden Area ROP employees shall not be prohibited

However, whenever a member of the public initiates specific complaints or charges against an individual employee, the Board chair shall inform the complainant of the appropriate complaint procedure.

Disruptions

The Board chair shall not permit an individual to actually disrupt a Board meeting. Actual disruption by an individual or any conduct or statements that threaten the safety of any person(s) at the meeting shall be grounds for the Board chair to terminate the privilege of addressing the Board for that meeting and remove the individual from the meeting. (Government Code 54957.95)

Prior to removal, the individual shall be warned that the individual's behavior is disrupting the meeting and that failure to cease the disruptive behavior may result in removal. If, after being warned, the individual does not promptly cease the disruptive behavior, the Board chair, or designee, may then remove the individual from the meeting. (Government Code 54957.95)

When an individual's behavior constitutes the use of force or a true threat of force, the individual shall be removed from a Board meeting without a warning. (Government Code 54957.95)

Disrupting means engaging in behavior during a Board meeting that actually disrupts, disturbs, impedes, or renders infeasible the orderly conduct of the meeting and includes, but is not limited to, a failure to comply with reasonable and lawful regulations adopted by a legislative body pursuant to Section 54954.3 or any other law, or engaging in

behavior that constitutes use of force or a true threat of force. (Government Code 54957.95)

True threat of force means a threat that has sufficient indicia of intent and seriousness, that a reasonable observer would perceive it to be an actual threat to use force by the person making the threat. (Government Code 54957.95)

Additionally, the Board may order the room cleared when a group or groups of persons willfully interrupts so as to render the orderly conduct of the meeting unfeasible and order cannot be restored by the removal of individuals who are willfully interrupting the meeting. In this case, members of the media not participating in the disturbance shall be allowed to remain, and individuals not participating in such disturbances may be allowed to remain at the discretion of the Board. When the room is ordered cleared due to such a group disturbance, further Board proceedings shall concern only matters appearing on the agenda. (Government Code 54957.9)

When such group disruptive conduct occurs, the Board may decide to recess the meeting to help restore order, remove the disruptive individual(s), or clear the room. Additionally, the Board may adjourn the meeting to another time and location specified in an order of adjournment. The Board chair may direct the Superintendent or designee to contact local law enforcement as necessary. (Government Code 54955, 54957.9, 54957.95, 54957.96)

Recording by the Public

Members of the public may record an open Board meeting using an audio or video recorder, still or motion picture camera, cell phone, or other device, provided that the noise, illumination, or obstruction of view does not persistently disrupt the meeting. The Superintendent or designee may designate locations from which members of the public may make such recordings without causing a distraction.

If the Board finds that noise, illumination, or obstruction of view related to these activities would persistently disrupt the proceedings, these activities shall be discontinued or restricted as determined by the Board. (Government Code 54953.5, 54953.6)



DATE: May 7, 2026
TO: ROP Governing Board
FROM: Blaine Torpey, Superintendent
SUBJECT: Request the Governing Board approve the Adoption of Resolution 7-25/26: Day of the Teacher

BACKGROUND:

The CDE encourages schools to recognize May 13, 2026, as California Day of the Teacher. California Day of the Teacher, celebrated on the second Wednesday of May, arose out of legislation co-sponsored by the California Teachers Association and the Association of Mexican American Educators. Senator Joseph Montoya wrote the bill, which was adopted in 1982. California has patterned its celebration after the traditional El Dia del Maestro festivities observed in Mexico and other Latin American countries.

CURRENT SITUATION:

Schools throughout California, including the Eden Area Regional Occupational Program (ROP), will observe Day of the Teacher on May 13, 2026.

Resolution 7-25/26, attached for the Board's consideration, formally recognizes the commitment and contributions of Eden Area ROP's instructional staff to the success and development of students and the broader community.

The Eden Area ROP is proud of its outstanding teaching staff, whose dedication, expertise, and ability to build meaningful connections with students are fundamental to delivering a high-quality education.

RECOMMENDATION

It is recommended that the Governing Board approve the adoption of Resolution 7-25/26: Day of the Teacher.



Eden Area ROP

RESOLUTION NO. 7-25/26

Day of the Teacher: May 13, 2026

WHEREAS, providing quality education to our young people continues to be our greatest challenge in education, as well as our most vital responsibility; and

WHEREAS, we rely on our teachers to ensure proper instruction in a wide variety of subjects, and

WHEREAS, the Eden Area Regional Occupational Program (Eden Area ROP) Governing Board recognizes the unique and highly specialized skills that are required to meet the needs of the students served by Eden Area ROP instructional programs, and are proud of the success that these programs have experienced in the past and in the present; and

WHEREAS, the members of the Eden Area ROP Governing Board wish to express their appreciation and respect for the teachers who are part of the Eden Area ROP instructional programs for the outstanding and meaningful contributions they are making to our students; and

WHEREAS, May 13, 2026 has been established as the Day of the Teacher by the State of California;

NOW, THEREFORE, BE IT RESOLVED, that the members of the Eden Area ROP Governing Board do hereby declare their support for the celebration of the Day of the Teacher, May 13, 2026

PASSED AND ADOPTED by the Governing Board of the Eden Area ROP on this 7th day of May 2026, by the following vote:

Board Member	Ayes	Noes	Abstentions	Absent
Juan Campos	_____	_____	_____	_____
Dolly Adams	_____	_____	_____	_____
Austin Bruckner Carrillo	_____	_____	_____	_____
Zachary Borja	_____	_____	_____	_____
Alt: _____	_____	_____	_____	_____
Alt: _____	_____	_____	_____	_____
Totals	_____	_____	_____	_____
Student Board Member	Ayes	Noes	Abstentions	Absent
Sofia Castellanos	_____	_____	_____	_____
Jeffery Arthur	_____	_____	_____	_____
Alt: _____	_____	_____	_____	_____
Alt: _____	_____	_____	_____	_____
Totals	_____	_____	_____	_____

Blaine Torpey
 ROP Governing Board Clerk, Eden Area ROP03
 Alameda County, State of California



DATE: May 7, 2026
TO: ROP Governing Board
FROM: Blaine Torpey, Superintendent
SUBJECT: Request the Governing Board approve the Adoption of Resolution 8-25/26: Classified Employee Week

BACKGROUND

The California Department of Education (CDE) encourages schools to recognize Classified School Employee Week annually during the third full week in May, from Sunday to Saturday.

CURRENT SITUATION

This year, Classified School Employee Week will be observed from May 17-23, 2026.

Classified employees play a vital role in supporting the education of students throughout California. Their dedication ensures that schools operate smoothly and that students have a safe, clean, and supportive learning environment.

Each year, school districts across the state take time during this week to honor and celebrate the essential contributions of classified staff.

The Eden Area ROP proudly joins in this statewide recognition and deeply values the hard work and commitment of its classified employees.

RECOMMENDATION

It is recommended that the Governing Board approve the adoption of Resolution 8-25/26: Classified Employee Week.



Eden Area ROP

RESOLUTION NO. 8-25/26

Classified Employee Week: May 17-23, 2026

WHEREAS, classified school employees contribute to the establishment and promotion of a positive learning environment; and

WHEREAS, classified school employees provide valuable services to the schools and students of the Eden Area Regional Occupational Program (Eden Area ROP); and

WHEREAS, classified school employees play a vital role in providing for the welfare and safety of the students of the Eden Area ROP; and

WHEREAS, classified school employees employed by the Eden Area ROP strive for excellence in all areas relative to the educational community; and

WHEREAS, May 17-23, 2026 has been established as Classified School Employees' Week by the State of California;

NOW, THEREFORE, BE IT RESOLVED, that the members of the Eden Area ROP Governing Board do hereby thank and commend the classified staff of the Eden Area ROP for the outstanding and meaningful contributions they make to all Eden Area ROP students and declare the week of May 17-23, 2026 as Classified Employees' Week at the Eden Area ROP.

PASSED AND ADOPTED by the Governing Board of the Eden Area ROP on this 7th day of May 2026, by the following vote:

Board Member	Ayes	Noes	Abstentions	Absent
Juan Campos	_____	_____	_____	_____
Dolly Adams	_____	_____	_____	_____
Austin Bruckner Carrillo	_____	_____	_____	_____
Zachary Borja	_____	_____	_____	_____
Alt: _____	_____	_____	_____	_____
Alt: _____	_____	_____	_____	_____
Totals	_____	_____	_____	_____
Student Board Member	Ayes	Noes	Abstentions	Absent
Sofia Castellanos	_____	_____	_____	_____
Jeffery Arthur	_____	_____	_____	_____
Alt: _____	_____	_____	_____	_____
Alt: _____	_____	_____	_____	_____
Totals	_____	_____	_____	_____

Blaine Torpey
 ROP Governing Board Clerk, Eden Area ROP 05
 Alameda County, State of California



DATE: May 7, 2026
TO: ROP Governing Board
FROM: Blaine Torpey, Superintendent
PREPARED BY: Anthony Oum, Fiscal Services Administrator
SUBJECT: Request the Governing Board approve the Adoption of Resolution 9-25/26: Temporary Borrowing Between Funds

BACKGROUND

Per Education Code 42603, it states that "The governing board of any school district may direct that moneys held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations. The transfer shall be accounted for as temporary borrowing between funds or accounts and shall not be available for appropriation or be considered income to the borrowing fund or account. Amounts transferred shall be repaid either in the same fiscal year, or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year. Borrowing shall occur only when the fund or account receiving the money will earn sufficient income, during the current fiscal year, to repay the amount transferred. No more than 75 percent of the maximum of moneys held in any fund or account during a current fiscal year may be transferred."

CURRENT SITUATION

Education Code 42603 permits the Governing Board authority to delegate duties to an officer of the District. This action item authorizes the Superintendent of Eden Area ROP to borrow between funds temporarily to address cash flow shortages and to permit the payment of obligations and expenditures that the District shall incur for Fiscal Year 2026-2027.

RECOMMENDATION

It is recommended that the Governing Board approve the adoption of Resolution 9-25/26: Temporary Borrowing Between Funds.



Eden Area ROP

RESOLUTION NO. 9-25/26

Temporary Borrowing Between Funds

WHEREAS, the Governing Board of the Eden Area Regional Occupational Program (Eden Area ROP) has determined that there may be insufficient cash to meet current obligations; and

WHEREAS, Education Code 42603 states that “The governing board of any school district may direct that moneys held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations... [and that the] ... transfer shall be accounted for as temporary borrowing between funds or accounts and shall not be available for appropriation or be considered income to the borrowing fund or account.”

NOW, THEREFORE, BE IT RESOLVED that in accordance with Education Code 42603, monies may be transferred between funds of the district and repaid in accordance with Education Code 42603.

PASSED AND ADOPTED by the Governing Board of the Eden Area ROP on this 7th day of May 2026, by the following vote:

Board Member	Ayes	Noes	Abstentions	Absent
Juan Campos	_____	_____	_____	_____
Dolly Adams	_____	_____	_____	_____
Austin Bruckner Carrillo	_____	_____	_____	_____
Zachary Borja	_____	_____	_____	_____
Alt: _____	_____	_____	_____	_____
Alt: _____	_____	_____	_____	_____
Totals	_____	_____	_____	_____
Student Board Member	Ayes	Noes	Abstentions	Absent
Sofia Castellanos	_____	_____	_____	_____
Jeffery Arthur	_____	_____	_____	_____
Alt: _____	_____	_____	_____	_____
Alt: _____	_____	_____	_____	_____
Totals	_____	_____	_____	_____

 Blaine Torpey
 ROP Governing Board Clerk, Eden Area ROP
 Alameda County, State of California



DATE: May 7, 2026
TO: ROP Governing Board
FROM: Blaine Torpey, Superintendent
PREPARED BY: Anthony Oum, Fiscal Services Administrator
SUBJECT: Request the Governing Board approve the Adoption of Resolution 10-25/26: Year End Budget Transfers of Funds

BACKGROUND

Per Education Code 42600, it states that "Transfers may be made from the designated fund balance or the unappropriated fund balance to any expenditure classification or between expenditure classifications at any time by written resolution of the board of education of any school district governed by a board of education... A resolution providing for the transfers specified in this section shall be approved by a majority vote of the members of the governing board." Education Code 42601 continues on by stating that "At the close of any school year a school district may, with the approval of the governing board, identify and request the county superintendent of schools to make the transfers between the designated fund balance or the unappropriated fund balance and any expenditure classification or classifications, or balance any expenditure classifications of the budget of the district for that school year as necessary to permit the payment of obligations of the district incurred during that school year." Furthermore, Education Code 42602 states that "the governing board of any school district may, by a majority vote of its membership, and with the approval of the county superintendent of schools, budget and use any unbudgeted income provided during the fiscal year from any source." Education Code 42610 concludes by saying that "the governing board of the school district shall, by formal action of the board, pass a resolution setting forth the need according to major classification of school district expenditures to be met from any portion of the general reserve derived from assured income in excess of the total amount anticipated in the budget."

CURRENT SITUATION

Education Codes cited above permits the Governing Board authority to delegate duties to an officer of the District. Therefore, this action item authorizes the Superintendent of Eden Area ROP to make budget transfers as may be needed between classifications or between undistributed reserves and the various revenue/expenditure classifications in order to permit the payment of obligations of the District incurred in Fiscal Year 2026-2027.

RECOMMENDATION

It is recommended that the Governing Board approve the adoption of Resolution 10-25/26: Year End Budget Transfers of Funds.



Eden Area ROP

RESOLUTION NO. 10-25/26

Year End Budget Transfers of Funds

WHEREAS, the Governing Board on June 6, 2025, adopted its budget for Fiscal Year 2025-2026; and

WHEREAS, revenues shall be received which were unanticipated at the time of budget adoption or shall be received in amounts greater or less than the amount anticipated and budgeted; and

WHEREAS, expenditures in certain classifications shall be required in excess of amounts budgeted; and

WHEREAS, amounts budgeted in certain other classifications will not be required for expenditure in those classifications; and

WHEREAS, Education Code 42602 states that the Governing Board “may, by a majority vote of its membership, and with the approval of the county superintendent of schools, budget and use any unbudgeted income provided during the fiscal year from any source”; and

WHEREAS, Education Codes 42600, 42601, 42602, and 42610 provide the Governing Board with the authority to transfer budgets between major expenditure classifications or from undistributed reserves; and

WHEREAS, Education Code 35161 states that the Governing Board “may execute any powers delegated by law to it or to the district of which it is the governing board... and may delegate to an officer or employee of the district any of those powers or duties. The governing board, however, retains ultimate responsibility over the performance of those powers or duties so delegated.”

NOW, THEREFORE, BE IT RESOLVED that the Superintendent of Eden Area Regional Occupational Program (Eden Area ROP) is hereby authorized and directed to make such budget transfers as may be needed between classifications or between the undistributed reserves and the various revenue/expenditure classifications to permit the payment of obligations of the District incurred in Fiscal Year 2025-2026 under the provisions of Education Code Sections 35161, 42600, 42601, 42602, and 42610.

PASSED AND ADOPTED by the Governing Board of the Eden Area ROP on this 7th day of May 2026, by the following vote:

Board Member	Ayes	Noes	Abstentions	Absent
Juan Campos	_____	_____	_____	_____
Dolly Adams	_____	_____	_____	_____
Austin Bruckner Carrillo	_____	_____	_____	_____
Zachary Borja	_____	_____	_____	_____
Alt: _____	_____	_____	_____	_____
Alt: _____	_____	_____	_____	_____

Board Member	Ayes	Noes	Abstentions	Absent
Totals				
Student Board Member	Ayes	Noes	Abstentions	Absent
Sofia Castellanos				
Jeffery Arthur				
Alt: _____				
Alt: _____				
Totals				

Blaine Torpey
 ROP Governing Board Clerk, Eden Area ROP
 Alameda County, State of California



DATE: May 7, 2026
TO: ROP Governing Board
FROM: Blaine Torpey, Superintendent
PREPARED BY: Anthony Oum, Fiscal Services Administrator
SUBJECT: Request the Governing Board approve the Adoption of Resolution 11-25/26: Authority to Sign Contracts for Fiscal Year 2026-2027

BACKGROUND

The Governing Board can delegate to the Superintendent and/or designee(s) the authority to sign contracts on behalf of Eden Area ROP.

CURRENT SITUATION

By adopting Resolution 11-25/26, the Governing Board authorizes the named positions to sign contracts on behalf of the Governing Board for Fiscal Year 2026-2027. Driven by Public Contract Code 20118, all contracts signed by the individuals listed in Resolution 11-25/26 are ultimately ratified by the Board either by way of personnel appointments, approval of warrants, or other methods, in relation to purchasing, by limiting the authority to sign to correspond with bidding limitation.

This resolution is for Fiscal Year 2026-2027 and shall be brought back to the Board each fiscal year for review.

RECOMMENDATION

It is recommended that the Governing Board approve the adoption of Resolution 11-25/26: Authority to Sign Contracts for Fiscal Year 2026-2027.



Eden Area ROP

RESOLUTION NO. 11-25/26

Authority to Sign Contracts for Fiscal Year 2026-2027

WHEREAS, the Governing Board hereby delegates to the Administrators listed below the power to enter into contracts on behalf of the Eden Area Regional Occupational Program (Eden Area ROP) for current fiscal year, pursuant to Public Contract Code 20118.

WHEREAS, such power is limited to the subject matters and monetary limits set forth in Public Contract Code 20111 and 20112.

WHEREAS, such delegated power shall be exercised in accordance with the provisions of Public Contract Codes 20111, 20112, and 20118.

NOW, THEREFORE, BE IT RESOLVED, the officers to whom such power to enter into contracts is delegated are: Superintendent, Director of Adult Programs and Apprenticeships, Principal, Assistant Principal, Fiscal Services Administrator and Human Resources Administrator.

PASSED AND ADOPTED by the Governing Board of the Eden Area ROP on this 7th day of May 2026, by the following vote:

Board Member	Ayes	Noes	Abstentions	Absent
Juan Campos	_____	_____	_____	_____
Dolly Adams	_____	_____	_____	_____
Austin Bruckner Carrillo	_____	_____	_____	_____
Zachary Borja	_____	_____	_____	_____
Alt: _____	_____	_____	_____	_____
Alt: _____	_____	_____	_____	_____
Totals	_____	_____	_____	_____
Student Board Member	Ayes	Noes	Abstentions	Absent
Sofia Castellanos	_____	_____	_____	_____
Jeffery Arthur	_____	_____	_____	_____
Alt: _____	_____	_____	_____	_____
Alt: _____	_____	_____	_____	_____
Totals	_____	_____	_____	_____

 Blaine Torpey
 ROP Governing Board Clerk, Eden Area ROP
 Alameda County, State of California



DATE: May 7, 2026
TO: ROP Governing Board
FROM: Blaine Torpey, Superintendent
PREPARED BY: Anthony Oum, Fiscal Services Administrator
SUBJECT: Request the Governing Board approve the Adoption of Resolution 12-25/26: Delegation of Powers to Agents for Fiscal Year 2026-2027

BACKGROUND

Per Education Code 17604, it states that “Wherever in this code the power to contract is invested in the governing board of the school district ... may by a majority of the board be delegated to its superintendent, or to any persons that he or she may designate, or if there be no district superintendent then to any other officer or employee of the district that the board may designate. The delegation of power may be limited as to time, money or subject matter or may be a blanket authorization in advance of its exercise, all as the governing board may direct. However, no contract made pursuant to the delegation and authorization shall be valid or constitute an enforceable obligation against the district unless and until the same shall have been approved or ratified by the governing board...” Education Code 17605 further states that the “governing board by majority vote may adopt a rule, delegating to any officer or employee of the district as the board may designate, the authority to purchase supplies, materials, apparatus, equipment, and services. No rule shall authorize any officer or employee to make any purchases involving an expenditure by the district in excess of the amount specified by Section 20111 of the Public Contract Code.”

CURRENT SITUATION

By adopting Resolution 12-25/26, per Education Codes 17604 and 17605, the Governing Board delegates authority to the Superintendent and/or designee(s) and to proceed with all the necessary steps as to calling for bids and awarding those bids prior to the Governing Board approval, with those actions being brought back to the Governing Board for ratification at the appropriate meeting. Such power to contract will conform in all instances with the legal requirement of Public Contract Code 20111, 20112, 20114 and 20118.4.

By proceeding in this fashion, we have found that we are able to cut between 3-8 weeks from the normal time period for making commitments for various items within budget.

This resolution is for Fiscal Year 2026-2027 and will be brought back to the Governing Board each fiscal year for review.

RECOMMENDATION

It is recommended that the Governing Board approve the adoption of Resolution 12-25/26: Delegation of Powers to Agents for Fiscal Year 2026-2027.

EdenAreaROP

RESOLUTION NO. 12-25/26

Delegation of Powers to Agents for Fiscal Year 2026-2027

WHEREAS, the Governing Board desires to streamline the procurement of goods, and services for the Eden Area Regional Occupational Program (Eden Area ROP); and

WHEREAS, delays in contracting and purchasing may cause increase cost and decreased services to the district, and

WHEREAS, Education Codes 17604 and 17605 allows the Governing Board of a school district may delegate the authority to enter into contracts, purchase of supplies, materials, apparatus, equipment and services with a blanket authorization.

NOW, THEREFORE, BE IT RESOLVED that the Eden Area ROP Governing Board hereby delegates the authority contained in Education Codes 17604 and 17605 to the Superintendent and/or designee(s); and

NOW, THEREFORE, BE IT FURTHER RESOLVED that this delegation is for contracts, change orders, purchase of supplies, materials, apparatus, equipment and services for current fiscal year, if they are in the approved budget, and must be ratified by the Governing Board within sixty (60) days of incurring the expenses; and

NOW, THEREFORE, BE IT FURTHER RESOLVED that all contracts and purchases will conform in all instances with the legal requirements of Public Code 20111, 20112, 20114 and 20118.4, equipment and services for Fiscal Year 2025-2026.

PASSED AND ADOPTED by the Governing Board of the Eden Area ROP on this 7th day of May 2026, by the following vote:

Board Member	Ayes	Noes	Abstentions	Absent
Juan Campos	_____	_____	_____	_____
Dolly Adams	_____	_____	_____	_____
Austin Bruckner Carrillo	_____	_____	_____	_____
Zachary Borja	_____	_____	_____	_____
Alt: _____	_____	_____	_____	_____
Alt: _____	_____	_____	_____	_____
Totals	_____	_____	_____	_____
Student Board Member	Ayes	Noes	Abstentions	Absent
Sofia Castellanos	_____	_____	_____	_____
Jeffery Arthur	_____	_____	_____	_____
Alt: _____	_____	_____	_____	_____
Alt: _____	_____	_____	_____	_____
Totals	_____	_____	_____	_____

Blaine Torpey
 ROP Governing Board Clerk, Eden Area ROP
 Alameda County, State of California



DATE: May 7, 2026
TO: ROP Governing Board
FROM: Blaine Torpey, Superintendent
SUBJECT: Request the Governing Board approve the Adoption of Resolution 13-25/26: In Recognition of the Retirement of Richard Charles

BACKGROUND

The Governing Board recognizes the importance of acknowledging the contributions and service of employees who have dedicated their careers to supporting students and programs at the Eden Area ROP. Resolutions of retirement provide an opportunity to formally honor individuals for their commitment, professionalism, and impact on the organization and the students served.

CURRENT SITUATION

The attached Resolution 13-25/26 recognizes Richard Charles on the occasion of retirement for dedicated and compassionate service to Eden Area ROP students and expresses appreciation for that service.

RECOMMENDATION

It is recommended that the Governing Board approve the Adoption of Resolution 13- 25/26: In Recognition of the Retirement of Richard Charles.

EdenAreaROP

RESOLUTION NO. 13-25/26

In Recognition of the Retirement of Richard Charles

WHEREAS, Richard Charles has dedicated 28 years to public education; and

WHEREAS, Richard Charles supported and advanced the mission of the Eden Area ROP to prepare students academically, technically, and professionally to meet the challenges of the 21st Century with confidence and purpose; and

WHEREAS, Richard Charles has made meaningful contributions to career technical education and academic support for students across the four participating school districts of the Joint Powers Agreement (JPA): Castro Valley, Hayward, San Leandro, and San Lorenzo Unified School Districts; and

WHEREAS, Richard Charles has served with distinction and professionalism; and

WHEREAS, Richard Charles has been a valued and respected member of the Eden Area ROP community, demonstrating dedication, integrity, and a strong commitment to students and staff; and

WHEREAS, Richard Charles will retire from public education on December 31, 2025;

NOW, THEREFORE, BE IT RESOLVED, that the Governing Board of Eden Area ROP hereby recognizes and commends Richard Charles for outstanding service and contributions to the organization; and

BE IT FURTHER RESOLVED, that the Governing Board of Eden Area ROP extends best wishes for a fulfilling retirement and directs that a copy of this resolution be presented as a token of appreciation and recognition.

PASSED AND ADOPTED this 7th day of May 2026.

Board Member	Ayes	Noes	Abstentions	Absent
Juan Campos	_____	_____	_____	_____
Dolly Adams	_____	_____	_____	_____
Austin Bruckner Carrillo	_____	_____	_____	_____
Zachary Borja	_____	_____	_____	_____
Totals	_____	_____	_____	_____
Student Board Member	Ayes	Noes	Abstentions	Absent
Sofia Castellanos	_____	_____	_____	_____
Jeffery Arthur	_____	_____	_____	_____
Totals	_____	_____	_____	_____

Blaine Torpey, Superintendent
 ROP Governing Board Clerk, Eden Area ROP
 Alameda County, State of California



DATE: May 7, 2026
TO: ROP Governing Board
FROM: Blaine Torpey, Superintendent
PREPARED BY: Manuschka Michaud, Principal
SUBJECT: Request the Governing Board approve the Zero-Emission Vehicle (ZEV) Technology Curriculum for Year 1 Semester 2

BACKGROUND

The Eden Area ROP was awarded a grant through the California Air Resources Board (CARB) to develop a high school Zero-Emission Vehicle (ZEV) Technology Program. In alignment with California's goal to transition to 100% zero-emission vehicle sales by 2035 and with the increasing demand for skilled technicians in clean energy and sustainable transportation, the Eden Area ROP seeks to expand its course offerings in the Systems Diagnostics, Service, and Repair Pathway, under the Transportation Sector. The addition of a Zero-Emission Vehicle (ZEV) Technology course is intended to provide students with up-to-date, industry-relevant training that prepares them for careers in emerging vehicle technologies.

This curriculum was developed in consultation with industry partners, post-secondary institutions, and instructors with expertise in clean vehicle systems. Hatch Consultants, Chabot College and AC Transit have supported the development of this program. It is designed to introduce students to the fundamental principles of electric and hydrogen fuel cell vehicles, safety protocols, diagnostics, maintenance, and the latest advancements in zero-emission technologies.

CURRENT SITUATION

The Zero-Emission Vehicle Technology curriculum for Semester 2 of Year 1 follows the A-G approved course outline. It aligns with the California Career Technical Education Model Curriculum Standards in Transportation and the needs of the regional labor market.

Approval of this curriculum by the Governing Board will allow the Eden Area ROP to offer the course to high school students beginning in the 2025-2026 school year. The course will support students in building foundational knowledge and technical skills, earning industry-recognized certifications, and pursuing post-secondary education and employment in clean vehicle technology sectors.

RECOMMENDATION

It is recommended that the Governing Board approve the Zero-Emission Vehicle (ZEV) Technology Curriculum Year 1 Semester 2.



Zero-Emission Vehicle (ZEV) Technology Curriculum Year 1 Semester 2

Below are the links to the Eden Area ROP Zero-Emission Vehicle Technology Curriculum for Year 1 Semester 2.

The Unit Map is a graphic organizer of all the curriculum. The Course Outline provides a narrative overview of the course. The Pacing Guides present the overall structure of the curriculum by Unit and Week.

[EAROP ZEV Unit Map.pdf](#)

[A-G Approved Course Outline Zero-Emission Vehicle Technology.pdf](#)

[EAROP ZEV Curriculum Pacing Guide Quarter 3.pdf](#)

[EAROP ZEV Curriculum Pacing Guide Quarter 4.pdf](#)

Each Unit Folder contains the Lesson Plans, Assessments and Presentations. Year 1, Semester 2 has three units and comprises 90 days of instruction.

[Unit 7](#)

[Unit 8](#)

[Unit 9](#)



DATE: May 7, 2026
TO: ROP Governing Board
FROM: Blaine Torpey, Superintendent
PREPARED BY: Manuschka Michaud, Principal
SUBJECT: Request the Governing Board approve the Zero-Emission Vehicle (ZEV) Technology II Course Outline

BACKGROUND

The Eden Area ROP was awarded a grant through the California Air Resources Board to develop a high school Zero-Emission Vehicle (ZEV) Technology Program. In alignment with California's goal to transition to 100% zero-emission vehicle sales by 2035 and with the increasing demand for skilled technicians in clean energy and sustainable transportation, the Eden Area ROP seeks to expand its course offerings in the Systems Diagnostics, Service, and Repair Pathway, under the Transportation Sector. The addition of a Zero-Emission Vehicle (ZEV) Technology course is intended to provide students with up-to-date, industry-relevant training that prepares them for careers in emerging vehicle technologies.

This course outlines were developed in consultation with industry partners, post-secondary institutions, and instructors with expertise in clean vehicle systems. Hatch Consultants, Chabot College and AC Transit have supported the development of this program. It is designed to introduce students to the fundamental principles of electric and hydrogen fuel cell vehicles, safety protocols, diagnostics, maintenance, and the latest advancements in zero-emission technologies.

CURRENT SITUATION

The Zero-Emission Vehicle Technology II course outline has been reviewed by and received positive feedback from our industry and post-secondary partners. It aligns with the California Career Technical Education Model Curriculum Standards in Transportation and the needs of the regional labor market and has been approved for A-G "g" elective credit.

Approval of this course outline by the Governing Board will allow the Eden Area ROP to offer the course to high school students beginning in the 2026-2027 school year. The course will support students in building upon their Year 1 foundational knowledge and technical skills, earning industry-recognized certifications, and pursuing post-secondary education and employment in clean vehicle technology sectors.

RECOMMENDATION

It is recommended that the Governing Board approve the Zero-Emission Vehicle (ZEV) Technology II course outline.

COURSE TITLE		Zero-Emission Vehicle Technology II	
DATE		2/27/2026	DATE OF BOARD APPROVAL
INDUSTRY SECTOR/PATHWAY		Transportation/ Systems Diagnostics, Services and Repair/Infrastructure	
UC A-G APPROVED	TBD	ARTICULATION	TBD
GRADE LEVELS	11-12	PREREQUISITES	ZEV Tech I
ACADEMIC CREDIT		CERTIFICATION	CPR/BLS
UNIT VALUE	1.0 (One year equivalent)	HONORS DISTINCTION	
INSTRUCTIONAL STRATEGIES			
Lecture & Demonstrations O Multimedia Sources O Labs/Stations O Project-Based Learning O Work-Based Learning			
INSTRUCTIONAL MATERIALS/ TEXTBOOKS			
(To be determined)			
OCCUPATIONS FOR IDENTIFIED PATHWAY			
Zero-Emission Vehicle (ZEV) Service Technicians, ZEV Service Mechanics, Helpers – Installation, Maintenance Repair, ZEV Master Mechanics, ZEV Specialty Technicians, ZEV Engineers, Machinist			
COURSE OVERVIEW			
The ZEV industry's fundamental concepts will be covered including both vehicle and supporting infrastructure technologies. Emerging ZEV technologies that will be studied include battery electric vehicles (BEV) and hydrogen fuel cell electric vehicles (FCEV). Skills and concepts that will be explored include careers, safety, tool identification and usage, vehicle systems, electrical fundamentals; service information access and use, ZEV battery technology, general shop equipment usage, and ZEV servicing.			
COURSE CONTENT			
Unit 1: Student Orientation and Overview			
<i>At the conclusion of this unit, students will be able to:</i>			
<ul style="list-style-type: none"> • Understand and follow School Procedures and Policies • Demonstrate an understanding of Classroom Procedures and Regulations • Explore the different types of careers that are a part of the ZEV Industry • Demonstrate understanding of concepts learned in this unit through a written assessment 			
Pathway Standards:			
C1.0 Demonstrate the practice of personal and occupational safety and protecting the environment by using materials and processes in accordance with manufacturer and industry standards.			
C2.0 Practice the safe and appropriate use of tools, equipment, and work processes.			
C5.0 Apply and understand appropriate business practices.			
C5.1 Identify work-related systems common to the transportation service industry.			
Common Core State Standards:			
11-12.3 Follow precisely a complex multistep procedure when carrying out experiments, taking measurements, or performing technical tasks; analyze the specific results based on explanations in the text.			
11-12.9 Draw evidence from literary or informational texts to support analysis, reflection, and research.			
11-12.10 By the end of grade 12, read and comprehend science/technical texts in the grades 11-12 text complexity band independently and proficiently.			
Unit 2: General Shop and Personal Safety			
<i>At the conclusion of this unit, students will be able to:</i>			
<ul style="list-style-type: none"> • Identify general shop safety rules and procedures. • Utilize safe procedures for handling tools and equipment. • Utilize proper ventilation procedures for working within the lab/shop area. • Identify marked safety areas. • Identify the location and the types of fire extinguishers and other fire safety equipment; demonstrate knowledge of the procedures for using fire extinguishers and other fire safety equipment. • Identify the location and use of eye wash stations. • Identify the location of the posted evacuation routes. • Identify and wear appropriate clothing for lab/shop activities. 			

Zero-Emission Vehicle Technology Course Outline

- Identify types of Personal Protective Equipment (PPE) used in a shop environment
- Demonstrate knowledge and understanding of electrical emergencies and proper response
- Demonstrate proficiency in donning PPE
- Identify special safety tools for use with High Voltage
- Locate and demonstrate knowledge of Material Safety Data Sheets (MSDS) "Right to Know" laws.
- Identify and explain hazardous waste materials and proper disposal methods in accordance with local, state, and federal safety regulations.

Pathway Standards:

C1.0 Demonstrate the practice of personal and occupational safety and protecting the environment by using materials and processes in accordance with manufacturer and industry standards.

C1.2 Practice the safe handling and storage of chemicals and hazardous wastes in accordance with Material Safety Data Sheets (MSDS) and the requirements of local, state, and federal regulatory agencies.

C1.4 Use appropriate personal protective equipment and safety practices.

C2.0 Practice the safe and appropriate use of tools, equipment, and work processes.

C5.0 Apply and understand appropriate business practices.

C5.1 Identify work-related systems common to the transportation service industry.

C5.2 Know the laws and regulations applicable to recordkeeping and the appropriate handling and disposal of hazardous materials.

A6.0 Demonstrate safety practices pertaining to the transportation industry, including requirements of the Occupational Safety and Health Administration (OSHA), Environmental Protection Agency (EPA), Air Quality Management Districts (AQMDs), and other regulatory agencies.

Common Core State Standards:

11-12.3 Follow precisely a complex multistep procedure when carrying out experiments, taking measurements, or performing technical tasks; analyze the specific results based on explanations in the text.

11-12.10 By the end of grade 12 read and comprehend science/technical texts in the grades 11-12 text complexity band independently and proficiently.

ESS3.C Human Impacts on Earth Systems

Unit 3: Emergency Response / First Aid

At the conclusion of this unit, students will be able to:

- Perform Basic Life Support (BLS) / Cardiopulmonary Resuscitation (CPR) / First Aid/ Automated External Defibrillator (AED) Adults, Children, Infants for Red Cross Certification
- Identify types of injuries most common to working with EV's
- Demonstrate how to properly apply first aid in an emergency
- Demonstrate knowledge of locations to first aid equipment, eye stations, emergency phone, etc., within the shop environment

Pathway Standards:

C1.0 Demonstrate the practice of personal and occupational safety and protecting the environment by using materials and processes in accordance with manufacturer and industry standards.

C2.0 Practice the safe and appropriate use of tools, equipment, and work processes.

Common Core State Standards:

11-12.3 Follow precisely a complex multistep procedure when carrying out experiments, taking measurements, or performing technical tasks; analyze the specific results based on explanations in the text.

11-12.10 By the end of grade 12 read and comprehend science/technical texts in the grades 11-12 text complexity band independently and proficiently.

Unit 4: Energy Production and Distribution

At the conclusion of this unit, students will be able to:

Background/Fundamentals of Energy

- Describe the history of energy sources and human energy usage.
- Describe how fossil fuels were formed.

Zero-Emission Vehicle Technology Course Outline

- Discuss the different types of fossil fuels, their recovery options, refining, and reserves.
- Describe how fossil fuels and other fuels are used for electricity generation in the U.S. and in individual states in the U.S.
- Identify energy sources suitable for transportation purposes vs those used for stationary power generation.
- Describe the different fuel and energy types that are used for alternative fuel vehicles
- Identify the advantages and disadvantages of each energy source
- Identify current energy production and distribution methods including primary components of an electrical distribution system: power plant, transformers, substations, breakers, switches, etc.

Environmental Impacts of Energy Use

- Contrast the carbon intensity of different fossil fuels.
- Discuss the effects of burning fossil fuels on air quality and climate change.
- Compare efficiency and emissions of internal combustion engine vehicles to ZEVs
- Explain the effects of energy usage and chemical release on the environment.
- Explain the chemistry and main components of photochemical smog and acid deposition.
- Describe how the emission of carbon dioxide, a product of the combustion of fossil fuels, is predicted to change the earth's average surface temperature, and how recent measurements of the earth's average surface temperature and the increasing atmospheric CO₂ concentration support the hypothesis that combustion of fossil fuels increases the earth's average surface temperature.
- Describe how the sun, the reflection from the earth's surface, and the absorption and emission of radiation from species in the air determine the earth's surface temperature.
- Evaluate the effects of increasing population on the use of natural resources and release of chemicals on the environment.

Renewable Energy

- Identify the types of renewable energy sources and which are viable zero-emissions options for transportation
- Compare the heating values of fossil fuels with pure chemicals such as hydrogen.
- Describe the need for energy storage as renewable energy is used to replace fossil fueled electricity generation.
- Identify and analyze innovations in sustainable energy production (e.g. microgrids, carbon capture, etc.)

Environment and Transportation Policy

- Review the history of the environmental movement in California and the U.S., leading to the Clean Air Act, the creation of the California Air Resources Board, the Environmental Protection Agency, lead to the State of California and Federal regulations.
- Discuss growth laws such as linear and exponential growth.
- Understand that human policy must adjust to the laws of science and not vice versa.

Pathway Standards:

C1.0 Demonstrate the practice of personal and occupational safety and protecting the environment by using materials and processes in accordance with manufacturer and industry standards.

C1.3 Understand the way in which waste gasses, emissions, and other environmentally destructive substances are generated and the effects of these substances on the environment.

C1.5 Evaluate the advantages and disadvantages of existing, new, and emerging systems and the effects of those systems on the environment.

C3.0 Use scientific principles in relation to chemical, mechanical, and physical functions for various engine and vehicle systems.

C3.4 Describe the applications of alternative power sources.

C3.5 Practice the basic principles of electricity, electronics and electrical power generation, and distribution systems.

C3.6 Explain the principles of converting energy from one form to another.

Common Core State Standards:

11-12.10 By the end of grade 12 read and comprehend science/technical texts in the grades 11-12 text complexity band independently and proficiently.

CC-5 Energy and matter: Flows, cycles, and conservation

PS1.A Structure and Properties of Matter

Zero-Emission Vehicle Technology Course Outline

PS1.B Chemical Reactions
PS3.A Definitions of Energy
PS3.B Conservation of Energy and Energy Transfer
PS3.D Energy in Chemical Processes and Everyday Life
ESS2.D Weather and Climate
ESS3.A Natural Resources
ESS3.C Human Impacts on Earth Systems
ESS3.D Global Climate Change
ETS2.B Influence of Engineering, Technology, and Science on Society and the Natural World
AD12.7.5 Explain how public policy is formed, including the setting of the public agenda and implementation of it through regulations and executive orders
PE12.1.1 Examine the causal relationship between scarcity and the need for choices
PE12.3.1 Understand how the role of government in a market economy often includes providing for national defense, addressing environmental concerns, defining and enforcing property rights, attempting to make markets more competitive, and protecting consumers' rights.

Unit 5: Fundamentals of Hydrogen

At the conclusion of this unit, students will be able to:

Hydrogen Safety

- Identify the dangers of hydrogen and safety practices related to using hydrogen
- Know and follow compressed gas safety procedures
- Understand which occupational health and safety regulations apply
- Define protective measures for handling hydrogen (e.g. including gas detection and fire mitigation / suppression)

Hydrogen Basics

- Define hydrogen as a chemical element and identify its atomic structure (one proton, one electron).
- Describe hydrogen and its properties
- Explain the concept of hydrogen gas (H₂) and its unique properties like being colorless, odorless, and lighter than air

Hydrogen Production and Storage

- Describe how hydrogen is created
- Define Hydrogen as a fuel
- Explain the history of hydrogen as a fuel
- Identify the difference among Hydrogen color codes
- Understand the basics of Hydrogen storage

Hydrogen Usage

- Describe the process of electrolysis, a common method for producing hydrogen gas from water.
- Discuss the applications of hydrogen as a clean energy source, including use in fuel cells to generate electricity

Fuel Cell Basics

- Identify various types of fuel cells
- Create a basic compressed gas system
- Describe and build a hydrogen fuel cell

Pathway Standards:

C1.0 Demonstrate the practice of personal and occupational safety and protecting the environment by using materials and processes in accordance with manufacturer and industry standards.

C1.2 Practice the safe handling and storage of chemicals and hazardous wastes in accordance with Material Safety Data Sheets (MSDS) and the requirements of local, state, and federal regulatory agencies.

C1.4 Use appropriate personal protective equipment and safety practices.

C1.5 Evaluate the advantages and disadvantages of existing, new, and emerging systems and the effects of those systems on the environment.

C2.0 Practice the safe and appropriate use of tools, equipment, and work processes.

C2.1 Recognize the importance of calibration processes, systems, and techniques using various measurement and testing devices.

Zero-Emission Vehicle Technology Course Outline

C2.5 Use measurement scales, devices, and systems, such as dial indicators and micrometers, to design, fabricate, diagnose, maintain, and repair vehicles and components following recommended industry standards.

C3.0 Use scientific principles in relation to chemical, mechanical, and physical functions for various engine and vehicle systems.

C3.4 Describe the applications of alternative power sources.

C3.6 Explain the principles of converting energy from one form to another.

Common Core State Standards:

11-12.1 Write arguments to support claims in an analysis of substantive topics or texts, using valid reasoning and relevant and sufficient evidence.

11-12.2 Write informative/explanatory texts to examine and convey complex ideas, concepts, and information clearly and accurately through the effective selection, organization, and analysis of content.

11-12.3 Follow precisely a complex multistep procedure when carrying out experiments, taking measurements, or performing technical tasks; analyze the specific results based on explanations in the text.

11-12.4 Produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience.

11-12.10 By the end of grade 12 read and comprehend science/technical texts in the grades 11-12 text complexity band independently and proficiently.

CC-5 Energy and matter: Flows, cycles, and conservation

PS1.A Structure and Properties of Matter

PS1.B Chemical Reactions

PS3.A Definitions of Energy

PS3.B Conservation of Energy and Energy Transfer

PS3.D Energy in Chemical Processes and Everyday Life

ESS3.A Natural Resources

ESS3.C Human Impacts on Earth Systems

ESS3.D Global Climate Change

ETS2.B Influence of Engineering, Technology, and Science on Society and the Natural World

PE12.1.1 Examine the causal relationship between scarcity and the need for choices

Unit 6: Fundamentals of Electrical / High Voltage Systems Theory

At the conclusion of this unit, students will be able to:

Electrical Safety

- Demonstrate knowledge of safety protocols when working with electricity, including PPE and Best Practices
- Identify E.V. High Voltage circuit safety precautions.

Electricity Basics

- Name the main parts of an atom.
- Describe the critical part of an atom responsible for electricity.
- Define current electricity.
- Know the difference between Watts, Amperage and Voltage
- Define electricity including defining and explaining voltage, current, resistance, power, and energy.
- Know the difference between AC and DC current
- Demonstrate knowledge of Ohms Law

Circuit Basics

- Identify the main parts of a simple circuit.
- Demonstrate knowledge of basic electrical circuits
- Identify high voltage and low voltage systems on-board vehicle
- Design a simple circuit, making one light bulb light.

Electrical Proficiency Basics

- Draw and interpret simple circuit diagrams.

Zero-Emission Vehicle Technology Course Outline

- Measure voltage, amperage, and resistance using multimeters.

Pathway Standards:

C1.0 Demonstrate the practice of personal and occupational safety and protecting the environment by using materials and processes in accordance with manufacturer and industry standards.

C1.4 Use appropriate personal protective equipment and safety practices.

C2.0 Practice the safe and appropriate use of tools, equipment, and work processes.

C2.1 Recognize the importance of calibration processes, systems, and techniques using various measurement and testing devices.

C2.3 Use tools, equipment, and machines to safely measure, test, diagnose, and analyze components and systems (e.g., electrical and electronic circuits, alternating- and direct-current applications, fluid/hydraulic and air/pneumatic systems).

C3.0 Use scientific principles in relation to chemical, mechanical, and physical functions for various engine and vehicle systems.

C3.4 Describe the applications of alternative power sources.

C3.5 Practice the basic principles of electricity, electronics and electrical power generation, and distribution systems.

C3.6 Explain the principles of converting energy from one form to another.

C7.0 Demonstrate the function, principles, and operation of electrical and electronic systems using manufacturer and industry standards.

Common Core State Standards:

11-12.1 Write arguments to support claims in an analysis of substantive topics or texts, using valid reasoning and relevant and sufficient evidence.

11-12.2 Write informative/explanatory texts to examine and convey complex ideas, concepts, and information clearly and accurately through the effective selection, organization, and analysis of content.

11-12.3 Follow precisely a complex multistep procedure when carrying out experiments, taking measurements, or performing technical tasks; analyze the specific results based on explanations in the text.

11-12.4 Produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience.

11-12.10 By the end of grade 12 read and comprehend science/technical texts in the grades 11-12 text complexity band independently and proficiently.

A-CED-1 Create equations and inequalities in one variable including ones with absolute value and use them to solve problems in and out of context, including equations arising from linear functions.

A-CED-4 Rearrange formulas to highlight a quantity of interest, using the same reasoning as in solving equations. For example, rearrange Ohm's law $V=IR$ to highlight resistance R .

SEP-2 Developing and using models

SEP-3 Planning and carrying out investigations

SEP-4 Analyzing and interpreting data

SEP-5 Using mathematics and computational thinking

SEP-8 Obtaining, evaluating, and communicating information

CC-4 Systems and system models

CC-5 Energy and matter: Flows, cycles, and conservation

PS1.A Structure and Properties of Matter

PS3.A Definitions of Energy

PS3.B Conservation of Energy and Energy Transfer

PS3.D Energy in Chemical Processes and Everyday Life

Unit 7: Batteries, Charging, and Energy Storage

At the conclusion of this unit, students will be able to:

Battery Types

- Describe different battery types (Deep Cycle, Solid State, Lead-Acid, Lithium Ion, etc.) and how they function
- Describe pros and cons of battery types and their applications

Battery Basics

Zero-Emission Vehicle Technology Course Outline

- Explain the fundamentals of energy conversion such as the conversion between kinetic and potential energy.
- Convert between different units for energy.
- Use the Table of Standard Potentials (electrochemical half reactions) to describe galvanic and electrolytic cells, to design a simple battery, and to compare the efficiency of batteries powering electric motors (chemical to electrical to mechanical energy conversion) to heat engines (chemical to heat to mechanical energy conversion).
- Predict the voltage of galvanic or electrolytic cells under non-standard conditions.
- Explain why the potential of a galvanic cell drops when the cell is under load.
- Compare the chemistry of different primary and secondary batteries. For secondary batteries, explain the chemistry of the discharge and charge reactions.
- Define energy efficiency and Coulombic efficiency for a battery charge/discharge cycle.

Charging Systems

- Demonstrate knowledge of various charging systems used (L1, L2, Depot charging, VIG charging, Plug-in charging, Bi-directional Charging, etc.)
- Demonstrate knowledge of how charger systems function, including their major components
- Identify common failures and diagnostic issues with chargers
- Measure the energy added and charge added during charging or discharging of a battery and calculate the C-rate for battery charging.

Batteries in ZEV Systems

- Compare the different batteries used in recent battery electric and hybrid vehicles.
- Compare the operation of batteries to hydrogen fuel cells and other types of fuel cells, including infrastructure needs.
- Identify other energy storage devices such as ultra-capacitors, flywheels, compressed air.
- Explain the role of energy storage in stabilizing the electrical grid and in using renewable energy in the future.
- Describe the lifecycle and proper disposal of batteries
- Explain battery cell and pack design
- Discuss causes of thermal runaway events
- Discuss the effects of temperature on battery charge rate and the effect of parallel cells in battery charge rates

Pathway Standards:

C1.0 Demonstrate the practice of personal and occupational safety and protecting the environment by using materials and processes in accordance with manufacturer and industry standards.

C1.2 Practice the safe handling and storage of chemicals and hazardous wastes in accordance with Material Safety Data Sheets (MSDS) and the requirements of local, state, and federal regulatory agencies.

C1.5 Evaluate the advantages and disadvantages of existing, new, and emerging systems and the effects of those systems on the environment.

C2.0 Practice the safe and appropriate use of tools, equipment, and work processes.

C2.3 Use tools, equipment, and machines to safely measure, test, diagnose, and analyze components and systems (e.g., electrical and electronic circuits, alternating- and direct-current applications, fluid/hydraulic and air/pneumatic systems).

C3.0 Use scientific principles in relation to chemical, mechanical, and physical functions for various engine and vehicle systems.

C3.4 Describe the applications of alternative power sources.

C3.5 Practice the basic principles of electricity, electronics and electrical power generation, and distribution systems.

C3.6 Explain the principles of converting energy from one form to another.

C5.0 Apply and understand appropriate business practices.

C5.1 Identify work-related systems common to the transportation service industry.

C5.2 Know the laws and regulations applicable to recordkeeping and the appropriate handling and disposal of hazardous materials.

C7.0 Demonstrate the function, principles, and operation of electrical and electronic systems using manufacturer and industry standards.

C7.1 Practice maintenance, diagnosis, and repair of electrical systems.

C7.2 Maintain, diagnose, repair, and service batteries.

Zero-Emission Vehicle Technology Course Outline

C7.3 Demonstrate maintenance, diagnosis, service, and repair of starting and charging systems.

Common Core Standards:

11-12.1 Write arguments to support claims in an analysis of substantive topics or texts, using valid reasoning and relevant and sufficient evidence.

11-12.2 Write informative/explanatory texts to examine and convey complex ideas, concepts, and information clearly and accurately through the effective selection, organization, and analysis of content.

11-12.3 Follow precisely a complex multistep procedure when carrying out experiments, taking measurements, or performing technical tasks; analyze the specific results based on explanations in the text.

11-12.4 Produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience.

11-12.10 By the end of grade 12 read and comprehend science/technical texts in the grades 11-12 text complexity band independently and proficiently.

A-CED-1 Create equations and inequalities in one variable including ones with absolute value and use them to solve problems in and out of context, including equations arising from linear functions.

CC-5 Energy and matter: Flows, cycles, and conservation

SEP-5 Using mathematics and computational thinking

PS1.A Structure and Properties of Matter

PS1.B Chemical Reactions

PS2.C Stability and Instability in Physical Systems

PS3.A Definitions of Energy

PS3.B Conservation of Energy and Energy Transfer

PS3.D Energy in Chemical Processes and Everyday Life

ETS2.B Influence of Engineering, Technology, and Science on Society and the Natural World

Unit 8: Electric Vehicle Technology

At the conclusion of this unit, students will be able to:

ZEV Safety

- Discuss and demonstrate personal and shop safety procedures specific to EV's.
- Understand safety regulations and their importance
- Describe vehicle safety systems' including disconnects; interlock loops, and GFI protection.

ZEV Equipment

- Identify tools, tests equipment and service procedures used in the service of EV and HFCV's.
- Operate equipment according to safety protocols.

ZEV Types

- Describe various vehicle types ranging from zero-emission vehicles to vehicles using internal combustion
- Identify the advantages and disadvantages of EV (electric vehicle) and HFCV (hydrogen fuel cell vehicle) versus the ICE (internal combustion engine) equipped vehicle.

ZEV Systems

- Describe standard ICE and EV design differences.
- Read, interpret, and use technical documents for equipment and components within a mechanical system.
- Describe battery pack technology including configurations, types and energy concepts.
- Describe and identify basic components of an Electric Vehicle including regenerative braking systems, electrolyzers, constant velocity transmissions, controllers, converters, contactors, disconnects, motors etc.
- Create models to represent zero-emission vehicle systems.
- Identify basic propulsion systems and power transfer systems including AC and DC motor technology used in EV and HFCV designs.
- Identify common ZEV failure modes, wear parts, and reliability issues

Pathway Standards:

C1.0 Demonstrate the practice of personal and occupational safety and protecting the environment by using materials and processes in accordance with manufacturer and industry standards.

C2.0 Practice the safe and appropriate use of tools, equipment, and work processes.

Zero-Emission Vehicle Technology Course Outline

- C2.1 Recognize the importance of calibration processes, systems, and techniques using various measurement and testing devices.
- C2.2 Demonstrate and use appropriate tools and equipment—such as wrenches, sockets, and pliers—to diagnose, service, repair, and maintain systems and components.
- C2.3 Use tools, equipment, and machines to safely measure, test, diagnose, and analyze components and systems (e.g., electrical and electronic circuits, alternating- and direct-current applications, fluid/hydraulic and air/pneumatic systems).
- C2.5 Use measurement scales, devices, and systems, such as dial indicators and micrometers, to design, fabricate, diagnose, maintain, and repair vehicles and components following recommended industry standards.
- C2.6 Demonstrate how to access technical reports, manuals, electronic retrieval systems, and related technical data resources.
- C3.0 Use scientific principles in relation to chemical, mechanical, and physical functions for various engine and vehicle systems.
 - C3.1 Describe the operating principles of internal and/or external combustion engines.
 - C3.3 Describe the basic principles of pneumatic and hydraulic power and their applications.
 - C3.4 Describe the applications of alternative power sources.
 - C3.5 Practice the basic principles of electricity, electronics and electrical power generation, and distribution systems.
 - C3.6 Explain the principles of converting energy from one form to another.
- C6.3 Practice how to maintain, diagnose, and repair computerized engine control systems and other engine-related systems.
- C8.0 Demonstrate the function and principles of automotive drivetrain, steering and suspension, brake, and tire and wheel components and systems in accordance with national industry standards.
 - C8.1 Describe how to maintain, diagnose, service, and repair hydraulic and power assist systems.
 - C8.2 Describe the function and operation of automatic and manual transmissions and transaxles.
 - C8.3 Diagnose, service, and repair disc brakes, drum brakes, antilock brakes, and other brake systems as developed.
 - C8.4 Diagnose, service, and repair steering and suspension systems.
 - C8.5 Interpret tire and rim sizing to select appropriate wheels and tires for vehicles.
 - C8.6 Maintain, diagnose, service, and repair under-vehicle systems and malfunctions.

Common Core State Standards:

- 11-12.3 Follow precisely a complex multistep procedure when carrying out experiments, taking measurements, or performing technical tasks; analyze the specific results based on explanations in the text.
- 11-12.10 By the end of grade 12 read and comprehend science/technical texts in the grades 11-12 text complexity band independently and proficiently.
- 11-12.2 Write informative/explanatory texts to examine and convey complex ideas, concepts, and information clearly and accurately through the effective selection, organization, and analysis of content.
- 11-12.3 Follow precisely a complex multistep procedure when carrying out experiments, taking measurements, or performing technical tasks; analyze the specific results based on explanations in the text.
- 11-12.4 Produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience.
- SEP-2 Developing and using models
- SEP-4 Analyzing and interpreting data
- SEP-6 Constructing explanations (for science) and designing solutions (for engineering)
- CC-4 Systems and system models
- PS3.A Definitions of Energy
- PS3.B Conservation of Energy and Energy Transfer
- PS3.D Energy in Chemical Processes and Everyday Life
- ETS2.B Influence of Engineering, Technology, and Science on Society and the Natural World

Unit 9: Electric Vehicle Assembly and Maintenance

At the conclusion of this unit, students will be able to:

- Research applicable vehicle and service information, vehicle service history, service precautions, and technical service bulletins.
- Inspect / install Electric Motor
- Inspect / install Battery Pack
- Inspect / Install wiring harnesses
- Inspect / Install all electrical subsystems
- Inspect / Install rack and pinion steering gear inner tie rod ends (sockets) and bellows boots.
- Inspect / Install EPS (Electric Power Steering)
- Inspect tie rod ends (sockets), tie rod sleeves, and clamps.
- Inspect / Install upper and lower control arms, bushings, and shafts.
- Inspect / Install track bar, strut rods/radius arms, and related mounts and bushings.
- Inspect / Install upper and lower ball joints (with or without wear indicators).
- Inspect / Install suspension system coil springs and spring insulators (silencers).
- Inspect / Install suspension system torsion bars and mounts.
- Inspect / Install and replace front stabilizer bar (sway bar) bushings, brackets, and links.
- Inspect strut cartridge or assembly.
- Inspect / Install front strut bearing and mount.
- Inspect / Install rear suspension system lateral links/arms (track bars), control (trailing) arms.
- Inspect / Install rear suspension system leaf spring(s), spring insulators (silencers), shackles, brackets, bushings, center pins/bolts, and mounts.
- Inspect, / Install remove, and replace shock absorbers; inspect mounts and bushings.
- Identify hybrid vehicle power steering system electrical circuits and safety precautions.
- Perform pre-alignment inspection and measure vehicle ride height; determine necessary action.
- Inspect tire condition; identify tire wear patterns; check for correct size and application (load and speed ratings) and adjust air pressure; determine necessary action.
- Rotate tires according to manufacturer's recommendations.
- Dismount, inspect, and remount tire on wheel; balance wheel and tire assembly (static and dynamic).
- Dismount, inspect, and remount tire on wheel equipped with tire pressure monitoring system sensor.
- Inspect tire and wheel assembly for air loss; perform necessary action.
- Identify and test tire pressure monitoring systems (indirect and direct) for operation; verify operation of instrument panel lamps.
- Demonstrate knowledge of steps required to remove and replace sensors in a tire pressure monitoring system.

Pathway Standards:

C2.0 Practice the safe and appropriate use of tools, equipment, and work processes.

C2.1 Recognize the importance of calibration processes, systems, and techniques using various measurement and testing devices.

C2.2 Demonstrate and use appropriate tools and equipment—such as wrenches, sockets, and pliers—to diagnose, service, repair, and maintain systems and components.

C2.3 Use tools, equipment, and machines to safely measure, test, diagnose, and analyze components and systems (e.g., electrical and electronic circuits, alternating- and direct-current applications, fluid/hydraulic and air/pneumatic systems).

C2.5 Use measurement scales, devices, and systems, such as dial indicators and micrometers, to design, fabricate, diagnose, maintain, and repair vehicles and components following recommended industry standards.

C2.6 Demonstrate how to access technical reports, manuals, electronic retrieval systems, and related technical data resources.

C3.0 Use scientific principles in relation to chemical, mechanical, and physical functions for various engine and vehicle systems.

C3.1 Describe the operating principles of internal and/or external combustion engines.

C3.3 Describe the basic principles of pneumatic and hydraulic power and their applications.

Zero-Emission Vehicle Technology Course Outline

C3.7 Perform necessary procedures to maintain, diagnose, service, and repair vehicle systems and malfunctions.

C4.0 Perform and document maintenance procedures in accordance with the recommendations of the manufacturer.

C4.2 Demonstrate how to properly document maintenance and repair procedures in accordance with applicable rules, laws, and regulations (e.g., Bureau of Auto Repair [BAR], Occupational Safety and Health Administration [OSHA], and the California Air Resources Board [CARB]).

C4.3 Use reference books, technical service bulletins, and other documents and materials related to the service industry available in print and through electronic retrieval systems to accurately diagnose and repair systems, equipment, and vehicles.

C5.0 Apply and understand appropriate business practices.

C5.1 Identify work-related systems common to the transportation service industry.

C5.2 Know the laws and regulations applicable to recordkeeping and the appropriate handling and disposal of hazardous materials.

C5.6 Recognize, analyze, and evaluate the need for maintenance of components and systems and the conditions under which service and maintenance are required.

C6.3 Practice how to maintain, diagnose, and repair computerized engine control systems and other engine-related systems.

C7.0 Demonstrate the function, principles, and operation of electrical and electronic systems using manufacturer and industry standards.

C7.1 Practice maintenance, diagnosis, and repair of electrical systems.

C7.2 Maintain, diagnose, repair, and service batteries.

C7.3 Demonstrate maintenance, diagnosis, service, and repair of starting and charging systems.

C8.0 Demonstrate the function and principles of automotive drivetrain, steering and suspension, brake, and tire and wheel components and systems in accordance with national industry standards.

C8.1 Describe how to maintain, diagnose, service, and repair hydraulic and power assist systems.

C8.2 Describe the function and operation of automatic and manual transmissions and transaxles.

C8.3 Diagnose, service, and repair disc brakes, drum brakes, antilock brakes, and other brake systems as developed.

C8.4 Diagnose, service, and repair steering and suspension systems.

C8.5 Interpret tire and rim sizing to select appropriate wheels and tires for vehicles.

C8.6 Maintain, diagnose, service, and repair under-vehicle systems and malfunctions.

Common Core Standards:

11-12.3 Follow precisely a complex multistep procedure when carrying out experiments, taking measurements, or performing technical tasks; analyze the specific results based on explanations in the text.

11-12.10 By the end of grade 12 read and comprehend science/technical texts in the grades 11-12 text complexity band independently and proficiently.

11-12.2 Write informative/explanatory texts to examine and convey complex ideas, concepts, and information clearly and accurately through the effective selection, organization, and analysis of content.

11-12.3 Follow precisely a complex multistep procedure when carrying out experiments, taking measurements, or performing technical tasks; analyze the specific results based on explanations in the text.

11-12.4 Produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience.

PS2.C Stability and Instability in Physical Systems

ETS1 Engineering Design

ETS1.A Defining and Delimiting an Engineering Problem

ETS2.B Influence of Engineering, Technology, and Science on Society and the Natural World

STANDARDS SUMMARY

CAREER PREPARATION/PERFORMANCE STANDARDS

- **Occupational Safety.** Students will understand occupational safety issues, including the avoidance of physical hazards in the work environment. They will operate equipment safely to prevent endangering themselves or others. They will demonstrate proper handling of hazardous materials.
- **Communication Skills.** Students will understand principles of effective communication. They will communicate both orally and in writing. They will listen attentively and follow instructions, requesting clarification or additional information as needed.

Zero-Emission Vehicle Technology Course Outline

- **Employment Literacy.** Students will understand career paths and strategies for obtaining employment in their chosen fields. They will assume responsibility for professional growth. They will understand and promote the title of their field in a productive society and the purpose of professional organizations.
- **Interpersonal Skills.** Students will understand important concepts in group dynamics, conflict resolution, and negotiation. They will work cooperatively, share responsibilities, accept supervision, and assume leadership roles. They will demonstrate cooperative working relationships across genders and cultural groups.
- **Personal Skills.** Students will understand how the development of personal skills affects their employability. They will exhibit positive attitudes, self-confidence, honesty, perseverance, self-discipline, and personal hygiene. They will manage time and balance priorities and demonstrate a capacity for lifelong learning.
- **Technology Literacy.** Students will understand and adapt to changing technology by identifying, learning, and applying new skills to improve job performance. They will effectively employ technologies relevant to their fields.
- **Thinking and Problem Solving Skills.** Students will exhibit critical and creative thinking skills, logical reasoning, and problem-solving skill. They will apply numerical estimation, measurement, and calculation, as appropriate. They will recognize problem situations; identify, locate, and organize needed information or data; and propose, evaluate, and select from alternative solutions.

ANCHOR STANDARDS

1.0 Academics

Analyze and apply appropriate academic standards required for successful industry sector pathway completion leading to postsecondary education and employment. Refer to the Transportation academic alignment matrix for identification of standards.

2.0 Communications

Acquire and accurately use Transportation sector terminology and protocols at the career and college readiness level for communicating effectively in oral, written, and multimedia formats.

3.0 Career Planning and Management

Integrate multiple sources of career information from diverse formats to make informed career decisions, solve problems, and manage personal career plans.

4.0 Technology

Use existing and emerging technology to investigate, research, and produce products and services, including new information, as required in the Transportation sector workplace environment.

5.0 Problem Solving and Critical Thinking

Conduct short, as well as more sustained, research to create alternative solutions to answer a question or solve a problem unique to the Transportation sector using critical and creative thinking, logical reasoning, analysis, inquiry, and problem-solving techniques.

6.0 Health and Safety

Demonstrate health and safety procedures, regulations, and personal health practices and determine the meaning of symbols, key terms, and domain-specific words and phrases as related to the Transportation sector workplace environment.

7.0 Responsibility and Flexibility

Initiate, and participate in, a range of collaborations demonstrating behaviors that reflect personal and professional responsibility, flexibility, and respect in the Transportation sector workplace environment and community settings.

Zero-Emission Vehicle Technology Course Outline

8.0 Ethics and Legal Responsibilities

Practice professional, ethical, and legal behavior, responding thoughtfully to diverse perspectives and resolving contradictions, when possible, consistent with applicable laws, regulations, and organizational norms.

9.0 Leadership and Teamwork

Work with peers to promote divergent and creative perspectives, effective leadership, group dynamics, team and individual decision making, benefits of workforce diversity, and conflict resolution as practiced in the SkillsUSA career technical student organization.

10.0 Technical Knowledge and Skills

Apply essential technical knowledge and skills common to all pathways in the Transportation sector, following procedures when carrying out experiments or performing technical tasks.

11.0 Demonstration and Application

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

PATHWAY STANDARDS

C. Systems Diagnostics, Service, and Repair Pathway

The Systems Diagnostics, Service, and Repair pathway prepares students for postsecondary education and employment in the transportation industry, which includes but is not limited to motor vehicles, rail systems, marine applications, and small-engine and specialty equipment.

C1.0 Demonstrate the practice of personal and occupational safety and protecting the environment by using materials and processes in accordance with manufacturer and industry standards.

C1.1 Know and understand common environmental conservation practices and their applications.

C1.2 Practice the safe handling and storage of chemicals and hazardous wastes in accordance with Material Safety Data Sheets (MSDS) and the requirements of local, state, and federal regulatory agencies.

C1.3 Understand the way in which waste gasses, emissions, and other environmentally destructive substances are generated and the effects of these substances on the environment.

C1.4 Use appropriate personal protective equipment and safety practices.

C1.5 Evaluate the advantages and disadvantages of existing, new, and emerging systems and the effects of those systems on the environment.

C2.0 Practice the safe and appropriate use of tools, equipment, and work processes.

C2.1 Recognize the importance of calibration processes, systems, and techniques using various measurement and testing devices.

C2.2 Demonstrate and use appropriate tools and equipment—such as wrenches, sockets, and pliers—to diagnose, service, repair, and maintain systems and components.

C2.3 Use tools, equipment, and machines to safely measure, test, diagnose, and analyze components and systems (e.g., electrical and electronic circuits, alternating- and direct-current applications, fluid/hydraulic and air/pneumatic systems).

C2.4 Select and use the appropriate measurement device(s) and use mathematical functions necessary to perform required fabrication, maintenance, and operation procedures.

C2.5 Use measurement scales, devices, and systems, such as dial indicators and micrometers, to design, fabricate, diagnose, maintain, and repair vehicles and components following recommended industry standards.

C2.6 Demonstrate how to access technical reports, manuals, electronic retrieval systems, and related technical data resources.

C2.7 Test and analyze the elements of precision measuring using standard and metric systems.

C3.0 Use scientific principles in relation to chemical, mechanical, and physical functions for various engine and vehicle systems.

C3.1 Describe the operating principles of internal and/or external combustion engines.

C3.2 Describe the function and principles of air-conditioning and heating systems.

C3.3 Describe the basic principles of pneumatic and hydraulic power and their applications.

C3.4 Describe the applications of alternative power sources.

C3.5 Practice the basic principles of electricity, electronics and electrical power generation, and distribution systems.

C3.6 Explain the principles of converting energy from one form to another.

Zero-Emission Vehicle Technology Course Outline

- C3.7 Perform necessary procedures to maintain, diagnose, service, and repair vehicle systems and malfunctions.
- C4.0 Perform and document maintenance procedures in accordance with the recommendations of the manufacturer.
 - C4.1 Communicate the procedures and practices of various manufacturers regarding service, repair, and maintenance schedules.
 - C4.2 Demonstrate how to properly document maintenance and repair procedures in accordance with applicable rules, laws, and regulations (e.g., Bureau of Auto Repair [BAR], Occupational Safety and Health Administration [OSHA], and the California Air Resources Board [CARB]).
 - C4.3 Use reference books, technical service bulletins, and other documents and materials related to the service industry available in print and through electronic retrieval systems to accurately diagnose and repair systems, equipment, and vehicles.
 - C4.4 Complete a work order, including customer information, description of repairs, and billing information, in accordance with applicable rules, laws, and regulations.
- C5.0 Apply and understand appropriate business practices.
 - C5.1 Identify work-related systems common to the transportation service industry.
 - C5.2 Know the laws and regulations applicable to recordkeeping and the appropriate handling and disposal of hazardous materials.
 - C5.3 Explain the importance of and the procedures for maintaining accurate records (e.g., business licenses, repair orders, billing and tax records).
 - C5.4 Practice the concept and application of accepted ethical business practices.
 - C5.5 Practice the concept and application of acceptable customer relations practices.
 - C5.6 Recognize, analyze, and evaluate the need for maintenance of components and systems and the conditions under which service and maintenance are required.
- C6.0 Demonstrate the application, operation, maintenance, and diagnosis of engines, including but not limited to two- and four-stroke and supporting subsystems.
 - C6.1 Perform general engine maintenance, diagnosis, service, and repair in accordance with portable national industry standards, such as the National Automotive Technicians Education Foundation and the Equipment and Engine Training Council.
 - C6.2 Maintain, diagnose, service, and repair lubrication and cooling systems.
 - C6.3 Practice how to maintain, diagnose, and repair computerized engine control systems and other engine-related systems.
 - C6.4 Maintain, diagnose, service, and repair ignition, electronic, and computerized engine controls and fuel management systems.
- C7.0 Demonstrate the function, principles, and operation of electrical and electronic systems using manufacturer and industry standards.
 - C7.1 Practice maintenance, diagnosis, and repair of electrical systems.
 - C7.2 Maintain, diagnose, repair, and service batteries.
 - C7.3 Demonstrate maintenance, diagnosis, service, and repair of starting and charging systems.
 - C7.4 Diagnose, service, and repair lighting systems.
 - C7.5 Diagnose, service, and repair heating and air-conditioning systems and components.
 - C7.6 Diagnose, service, and repair horns, wipers/washers, and other accessories.
 - C7.7 Perform necessary procedures to maintain, diagnose, service, and repair vehicle electrical and electronic systems and malfunctions.
- C8.0 Demonstrate the function and principles of automotive drivetrain, steering and suspension, brake, and tire and wheel components and systems in accordance with national industry standards.
 - C8.1 Describe how to maintain, diagnose, service, and repair hydraulic and power assist systems.
 - C8.2 Describe the function and operation of automatic and manual transmissions and transaxles.
 - C8.3 Diagnose, service, and repair disc brakes, drum brakes, antilock brakes, and other brake systems as developed.
 - C8.4 Diagnose, service, and repair steering and suspension systems.
 - C8.5 Interpret tire and rim sizing to select appropriate wheels and tires for vehicles.
 - C8.6 Maintain, diagnose, service, and repair under-vehicle systems and malfunctions.

Zero-Emission Vehicle Technology Course Outline

This Project is part of California Climate Investments, a statewide program that puts billions of Cap-and-Trade dollars to work reducing greenhouse gas emissions, strengthening the economy, and improving public health and the environment particularly in disadvantaged communities.





DATE: May 7, 2026
TO: ROP Governing Board
FROM: Blaine Torpey, Superintendent
SUBJECT: Request the Governing Board approve the Renaming of Cesar Chavez Day to Farmworkers Day

BACKGROUND

Cesar Chavez Day has historically been observed on March 31 in the State of California to honor the legacy of labor leader Cesar Chavez and his contributions to the farmworker movement.

In March 2026, the State of California enacted legislation (AB 2156) officially renaming Cesar Chavez Day to "Farmworkers Day." This action was signed into law by Governor Gavin Newsom and reflects a statewide shift toward recognizing the broader contributions of farmworkers.

Additionally, the Governor issued a formal proclamation declaring March 31, 2026 as "Farmworkers Day," further establishing the observance at the state level.

CURRENT SITUATION

Renaming the holiday to "Farmworkers Day" aligns Eden Area ROP with current California law and statewide observances. The updated name broadens recognition to include the collective contributions, history, and ongoing impact of farmworkers across California.

This change also reflects an inclusive approach that emphasizes the significance of the farmworker movement as a whole, rather than a single individual, and provides opportunities for educational engagement around labor history, agriculture, and social justice.

Updating the holiday name ensures consistency with state guidance and supports alignment with other public agencies and educational institutions throughout California.

RECOMMENDATION

It is recommended that the Governing Board approve the renaming of Cesar Chavez Day to Farmworkers Day.

COMMUNICATION



April 8, 2026

Blaine Torpey, Superintendent
Members of the Board of Education
Eden Area ROP (EAROP) via email

POSITIVE certification of 2025-26 Second Interim Budget Report

Dear Superintendent Torpey and Members of the Board,

Eden Area ROP filed a POSITIVE certification of the District's 2025-26 Second Interim Budget Report covering the period ending January 31st, which EAROP's Board of Education approved on March 6, 2026. A positive certification indicates that, based on current projections, the ROP will meet its financial obligations for the current fiscal year and two subsequent fiscal years. *ACOE has reviewed EAROP's Second Interim Budget Report and concurs with the ROP's POSITIVE certification.*

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

In community,

Allan Garde
Associate Superintendent of Business Services

Cc: Anthony Oum, Fiscal Services Administrator, Eden Area ROP
Shirene Moreira, Chief of District Business & Advisory Services, ACOE
Joan Laursen, Executive Director, District Business & Advisory Services, ACOE
Julia Xu, Director III, District Advisory Services, ACOE
Jennifer Stevens, Director I, District Advisory Services, ACOE