

EdenAreaROP
Governing Board
Meeting Agenda



26316 Hesperian Blvd. Hayward, CA



(510) 293-2971



www.edenrop.org



THURSDAY,
OCTOBER 8, 2026



8:00 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

San Lorenzo Unified School District



Dolly Adams, Vice President

Castro Valley Unified School District



Zachary Borja, Member

San Leandro Unified School District



Austin Bruckner Carrillo, Member

Hayward Unified School District

STUDENT BOARD MEMBERS



Abbigail Jones

Eden Area ROP (AM)



Kaylie Vazquez Trejo

Eden Area ROP (PM)



Special Meeting of the ROP Governing Board

Date: **Thursday, October 8, 2026**
Time: 8:00 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/99260652948>

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 themselves and their organizational affiliation prior to any action taken by the Governing Board. Such presentations may be limited. If there is a desire to address the 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))

Page 2 – Agenda for the October 8, 2026 Special Meeting of the ROP Governing Board

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. 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.

V. Action Items

- A. Request the Governing Board approve the Administrative Services Variable Term Waiver Request (WV1 Form) for Assistant Principal Michelle Stephens Serving Grades 10-12 on the Basis of a Credential Waiver (page 3)

VI. Adjournment



DATE: October 8, 2026
TO: ROP Governing Board
FROM: Blaine Torpey, Superintendent
PREPARED BY: Mercedes Henderson, Human Resources Administrator
SUBJECT: Request the Governing Board approve the Administrative Services Variable Term Waiver Request (WV1 Form) for Assistant Principal Michelle Stephens Serving Grades 10-12 on the Basis of a Credential Waiver

BACKGROUND

Individuals assigned to administrative positions are required to hold the appropriate Administrative Services credential or other valid authorization for the assignment. A Variable Term Waiver (VTW) provides a temporary authorization that allows an individual to serve in an assignment while completing the requirements for the appropriate credential.

The primary purpose of a VTW is to provide the employer and employee time to resolve a credentialing deficiency while allowing the individual to legally serve in the assignment. A VTW is intended to serve as a temporary bridge while the individual works toward obtaining the appropriate credential, rather than as a permanent substitute for the required credential.

CURRENT SITUATION

Michelle Stephens is assigned as the Eden Area ROP Assistant Principal and has completed the coursework required for the Preliminary Administrative Services Credential through National University. She is currently completing the remaining CalAPA cycles required for the credential.

Mrs. Stephens is expected to receive her passing CalAPA score report on October 29, 2026. Following receipt of her passing score report, she will apply for the Preliminary Administrative Services Credential through National University.

Because Mrs. Stephens does not yet hold the Administrative Services credential required for her assignment, a pay hold has been placed on her October 30, 2026, paycheck. To release the pay hold, the Eden Area ROP is requesting a Variable Term Waiver through the completion and submission of the attached WV-1 Form. Once approved, the waiver will allow the Eden Area ROP to obtain a Temporary County Certificate (TCC) providing temporary authorization for Mrs. Stephens to serve as Assistant Principal, serving grades 10-12 on the basis of a credential waiver while she completes the remaining requirements for her credential.

The completed Variable Term Waiver Request (WV1) Form will be submitted to Alameda County Office of Education (ACOE) following Governing Board approval.

RECOMMENDATION

It is recommended that the Governing Board approve Administrative Services Variable Term Waiver Request (WV1 Form) for Assistant Principal Michelle Stephens serving grades 10-12 on the basis of a Credential Waiver.