Tri-Valley Regional Occupational Program
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JOINT POWERS GOVERNING BOARD
Regular Board Meeting of September 9, 2026
5:30 p.m. Closed Session
6:00 p.m. Open Session

1. **CALL TO ORDER / ROLL CALL – 5:30 p.m.**
   Chairperson Prusso called the meeting to order at 5:35 p.m.
   Roll Call
   Trustee Prusso – Aye
   Trustee Speck – Aye
   Trustee Walker arrived to the Board Meeting at 6:00 p.m.

2. **PUBLIC COMMENT** on posted closed session item only – *None*

3. **ADJOURN TO CLOSED SESSION** *Government Code, §54957*

   A. **Employee Discipline/Dismissal/Release**

4. **RECONVENE IN OPEN SESSION – 6:07 p.m.**

   A. **Pledge of Allegiance**

   B. **Approval of the Agenda**
   The Board approved the agenda as written.

Moved	***Seconded***	***Ayes***	***Noes***	***Abstain***	***Absent***
Speck	Walker	3	0	0	0

   C. **Announcement of Any Reportable Action Taken in Closed Session** - *None*

5. **PUBLIC COMMENT** - *None*

6. **RECOGNITIONS**
   Superintendent Duncan recognized Alysa Machado-Oliver, Medical Occupations, as the 2026 – 2027 Teacher of the Year.

7. **CONSENT CALENDAR – MOTIONS**

Moved	***Seconded***	***Ayes***	***Noes***	***Abstain***	***Absent***
Speck	Walker	3	0	0	0

   A. **Approval of Minutes from the Regular Board Meeting of June 10, 2026**
   The Board approved the minutes from the June 10, 2026 Regular Board Meeting.

   B. **Approval of Bill and Salary Reports – June 1 – August 31, 2026**
   The Board approved the Bill and Salary warrants which show the District's operating and salary expenditures for the period noted.

C. Approval of Purchase Order Summary – June 1 – August 31, 2026
The Board approved the purchase order summary which shows the encumbrances of District funds for the period noted.

D. Acceptance of Donations
The Board approved the donations received up to August 31, 2026.

8. CONSENT – RESOLUTIONS

Moved	*Seconded*	*Ayes*	*Noes*	*Abstain*	*Absent*
Speck	Walker	3	0	0	0

A. Resolution No. 2026-27.1 - Signature Card – Authorized Agents Payroll Warrants and Disbursements
The Board approved the Resolution authorizing persons named to sign warrants and approval of payments on behalf of the District.

B. Resolution No. 2026-27.2 - Authorization for Bank Signatures
The Board approved the Resolution authorizing persons named to sign bank documents on behalf of the District.

C. Resolution No. 2026-27.3 - Appointment of Authorized Agents for State and Federal Applications
The Board approved the Resolution authorizing persons named to sign State and Federal applications and documents on behalf of the District.

D. Resolution No. 2026-27.4 – Appointment of Authorized Agents for Budget Transfers of Funds – Revenues and Expenditures
The Board approved the Resolution authorizing persons named to sign Budget Transfers of Funds working documents on behalf of the District.

E. Resolution No. 2026-27.5 - Delegation of Authority
The Board approved the Resolution authorizing persons named to act with Board Authority to procure goods, services and labor on behalf of the District.

F. Resolution No. 2026-27.6 - Authorized Agents for Official Documents and Reports
The Board approved the Resolution authorizing persons named to act with Board Authority to sign official documents on behalf of the District.

G. Resolution No. 2026-27.7 – California Adult Education Program
The Board approved the Resolution authorizing the individual person named to act with Board Authority to represent Tri-Valley ROP in the Mid-Alameda County Consortium.

9. DEFERRED CONSENT ITEM/S - *None*

10. INFORMATION / ACTION ITEMS

A. 2026 Summer Program Update – *Information*
Suzanne Smith presented the 2026 Summer Programs offered to Tri-Valley Students and Instructors.

B. Approval of the 2025 – 2026 Unaudited Actuals - *Action*
The 2025-2026 Unaudited Actuals were presented to the Board for review and approval. The Unaudited Actuals show the revenue and expenditures for the prior fiscal year and are submitted

to the Alameda County Office of Education and then on to the California Department of Education for inspection and approval.

Moved	***Seconded***	***Ayes***	***Noes***	***Abstain***	***Absent***
Speck	Walker	3	0	0	0

Trustee Speck requested clarification regarding the differences between the Estimated Actuals and Unaudited Actuals. Doug D'Amour and Superintendent Duncan explained that the majority of the differences was because of unspent grant funds being carried forward and that regularly operating expenditures were close to the adopted budget. The Board also discussed the District's reliance on grant funding, deficit spending, and the need for budget projections to align with actuals.

C. Approval of Personnel Document of September 9, 2026 – *Action*
The Board approved the Personnel Document.

Moved	***Seconded***	***Ayes***	***Noes***	***Abstain***	***Absent***
Speck	Walker	3	0	0	0

D. Salary Comparison and Medical Benefits – *Discussion/Information*
Superintendent Duncan presented an update on Medical Benefits to employees and retirees and input on salary comparison and benefit stipend scenarios for the October Board Workshop.

Superintendent Duncan shared the history of Medical Benefits for Tri-Valley ROP employees and CalPERS medical not being available to Tri-Valley ROP employees until Superintendent Duncan contacted CalPERS and Alameda County Office of Education to look into benefit options. It was determined that Tri-Valley ROP employees and retirees may participate in CalPERS health coverage. The minimum employer contribution is $167 per month, plus administrative fees. This also applies to all eligible retirees and surviving spouses.

CalPERS will take care of enrollment materials for the eligible retirees and surviving spouses. There will be a special open enrollment from November 1 – December 31, 2026.

Superintendent Duncan presented salary comparisons. Certificated salaries at the other ROPs (Eden ROP and Mission Valley ROP) were 17% higher than Tri-Valley ROP salaries. Classified and management were 12% to 17% higher.

Superintendent Duncan requested direction on what the Board would like to see at the workshop.

The Board gave direction on next steps for the October 14, 2026 Board Workshop:

- Updated salary comparison by position.
- Medical benefit contribution options using 50% and 75% of the single Kaiser premium.
- Employee feedback regarding interest in medical coverage.
- Options for the existing $6,000 in lieu stipend.
- A three-year financial projection showing the sustainability of proposed salary and benefit increases.

11. SUPERINTENDENT'S REPORT

Superintendent Duncan reported on recent meetings, activities, or legislation.

Customer Service

- Superintendent Duncan is President of the Statewide ACSA CTE Council and Suzanne Smith is President of CAROCP to ensure we are capturing and disseminating accurate CTE data and information to our Member Districts to improve CCI, as well as, advocate to CDE for more dedicated CTE funding
- Suzanne Smith testified at the Capitol on behalf of CAROCP against AB 917 on July 1st
- Athena Duran has been meeting with Foothill High School student-led team for the College and Career Expo at Foothill High School to plan for the October 20th event

Programs:

- Suzanne Smith successfully secured funding and implementation of our 2nd CNA Academy for Alternative Ed. Students who were able to complete an intensive summer program and obtain job offers
- Amy Brown and the entire Middle College faculty attended AVID training this summer
- Secured dynamic new instructors for Marketing Sales and Service, Sports Medicine, Automotive Technology and Middle College English/AVID 11th grade
- Athena Duran is working to coordinate with Member District partners to host our Advisory Night, November 3rd at Granada High School from 4:30 p.m. – 6:00 p.m.
- Another successful summer CCAP offering of Fundamentals of Public Speaking offered regionally for 28 students. All earned 3 CSU/UC transferable units
- AI Integration and Technology Coordinator, Jen Palacio, was contracted and started September 1st. She brings a wealth of experience from her previous career working as Project Coordinator for two large tech Start-up companies. She is currently making connections with member district technology teams, researching AI tools for teachers and developing a training calendar for staff

Fiscal Management:

- Submitted on June 19th the CTEIG 2026-2027 grant application with Member Districts to hopefully secure $4M+ in funding to maintain and enhance CTE programs on an enhanced new platform with new rules. Superintendent Duncan was once again providing CDE with the application issues both inconsistencies in RFA or technical issues with the online system. We were thanked for our guidance. Today at 11 a.m., the SBE approved the CTEIG application and we will be awarded $4,043,125
- Superintendent Duncan attended the Keenan Annual Retreat in July to ensure we are following best practices related to liability and property

Relationships:

- Suzanne Smith attended the Statewide CAROCP meeting to discuss best practices for program curriculum and delivery and is currently President
- Suzanne Smith was selected to the K12 Strong Workforce Selection Committee for Round 9 of K12SWP grant and is one of the three Official Chairs of the grant

12. BOARD MEMBER REPORTS - *None*

13. ANNOUNCEMENTS

- The Tri-Valley ROP Board Workshop will be held on October 14, 2026, at 5:30 p.m.
- The next Regular Meeting of the Joint Powers Governing Board will be held on October 28, 2026, at 5:30 p.m.

14. ADJOURNMENT – 7:55 p.m.

Submitted,

Julie Duncan
Secretary to the Board

Approved and entered into the proceedings of the Board this 28th day of October, 2026

Emily Prusso
Chairperson

EM/JD/rv