



**Mission Valley ROP**  
**Thursday, April 13, 2017**  
**4 p.m. Governing Council Meeting**  
**MVROP Board Room**  
**(510) 657-1865 Ext. 15141**



## Agenda

**Regular Meeting of the Governing Council**  
**Mission Valley Regional Occupational Center/ Program**  
**ROP Board Room**  
**Thursday, April 13, 2017**  
**Regular Meeting (Open Session) – 4p.m.**  
**Closed Session: Following Open Session**

Call to order \_\_\_\_\_p.m.

**Pledge of Allegiance**

**Roll Call:**

_____	Larry Sweeney, President
_____	Nancy Thomas, Vice President
_____	Sharan Kaur, Clerk
_____	Other

**Approval of Agenda:**

Motion: \_\_\_\_\_  
Second: \_\_\_\_\_  
Vote: \_\_\_\_\_

**Communication:**

- a. Items from the Staff
- b. Oral Communication  
*MVROP CTE Dashboard Presentation*
- c. Items from the Board
- d. Public Comment
  - Blue Speaker Card – Items on the agenda
  - Green Speaker Card – Items not on the agenda

**Consent Calendar:**

- a. **Minutes:**  
Approve minutes from the Governing Council meetings on March 16, 2017.
- b. **Business and Finance:**  
B&F#1 Approve Purchase Orders over \$5,000  
B&F#2 Approve Warrants \$5,000 and above
- c. **Employment and Personnel:**  
E&P#1 Approve Report of Certificated Personnel Actions

**End of Consent Calendar:**

Motion: \_\_\_\_\_  
Second: \_\_\_\_\_  
Vote: \_\_\_\_\_

Board comments on Consent Calendar:

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**Business and Finance #1**

**Information**

Review MVROP Fiscal Update

**Business and Finance #2**

**Information**

Review CTEIG Financial Update

**Business and Finance #3**

**Action**

Approve Salary Increase–All Staff–Effective July 1, 2017

Motion: \_\_\_\_\_  
Second: \_\_\_\_\_  
Vote: \_\_\_\_\_

**Business and Finance #4**

**Information/Action**

Review and Approve First Reading of Updated Language for MVROP AR 4141 Salary Advancement Guidelines

Motion: \_\_\_\_\_  
Second: \_\_\_\_\_  
Vote: \_\_\_\_\_

**Business and Finance #5**

**Information/Action**

Review and Approve Bid for Auto Spray Booth

Motion: \_\_\_\_\_  
Second: \_\_\_\_\_  
Vote: \_\_\_\_\_

**Business and Finance #6**

**Information/Action**

Review and Approve Continuing the Auto Spray Booth Project

Motion: \_\_\_\_\_  
Second: \_\_\_\_\_  
Vote: \_\_\_\_\_

**Board Requests**

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**Adjourn to Closed Session: \_\_\_\_\_ p.m.**

**Agenda \_Closed Session**

*The Board of Education may adjourn to closed session during this meeting pursuant to Government Code Section 3549.1 (the Educational Employment Relations Act) to discuss and/ or give direction to its representatives. During adjournment to Closed Session the Council will consider and/ or take action upon:*

- *Public Employment: Superintendent  
Superintendent Performance Evaluation  
(Government Code Section 54957)*
- *Conference with Labor Negotiator – Board President Larry Sweeney  
Unrepresented Employee: Superintendent  
(Government Code Section 54957)*

**Reconvene to Open Session: \_\_\_\_\_ p.m.**

**Meeting adjourned: \_\_\_\_\_pm**



## Consent Calendar



## Minutes

**Regular Meeting of the Governing Council  
Mission Valley Regional Occupational Center/ Program  
Thursday, March 16, 2017**

**Member Sweeney called the meeting to order at 4:01 pm.**

Present:

Larry Sweeney, President  
Nancy Thomas, Vice President  
Sharan Kaur, Clerk

**Approval of Agenda:**

*Member Kaur made a motion to approve all items on the March agenda. Member Thomas made a second to approve the motion. Members voted 3-0 to approve all items on the March agenda.*

**Communication:**

**b. Oral Communication:**

MVROP Instructor Cindy Hurst gave a presentation focusing on the Business and Professional Development program.

**a. Items from Staff:**

- Superintendent Hanson shared:
  - Superintendent Hanson was in the Sacramento on March 13-14th for the CAROCP legislative visits. He had several meetings including one with Asm. Chu, which went very well.
  - On March 3, MVROP and the Tri-Cities One Stop Career Center brought students to the Newark Ohlone College Campus. One hundred and thirty students from the Business and Professional Development courses on the BHS, RHS, and CCHS campuses, in addition to, the MVROP Center Campus, participated. The trip had students pre-enroll for classes and explore future opportunities at Ohlone College.
  - The new CA CTE Harris Dashboard data, which has collected student and program information from ROCP's throughout the state, was given to the Governing Council. The information is the first phase towards showing the demand for jobs where people are not trained and the CTE programs that successfully fill that void. This information will be used to continue lobby efforts in support of CTE funding as Governor Brown's term ends. Superintendent suggested a possible presentation of the Dashboard for the April board meeting.
  - The second round of interviews for the Culinary Arts instructor position for the BHS site were conducted. Both top candidates are very promising and MVROP feels confident that plans to launch a program soon are on track for an April start.
  - The Year 2 CTEIG application was submitted and the state board has made its funding approvals. MVROP has yet to receive any notification regarding our application submission. A letter should be arriving shortly.

**c. Items from the Board:**

Member Thomas thanked Superintendent Hanson for his presentation at the



recent NUSD Board of Education meeting. She also commended the efforts MVROP has been making to showcase data which demonstrates the importance and success of CTE programs.

Member Kaur echoed this sentiment and suggested for Superintendent Hanson to present again in the future to NHUSD with similar CTE program data which has more detail specific to MVROP programs in comparison to local CTE providers.

- e. **Public Comment:**  
None

**Consent Calendar:**

*Member Thomas made a motion to approve all items on the Consent Calendar. Member Kaur made a second to approve the motion. Members voted 3-0 to approve all items on the Consent Calendar.*

**Business and Finance #1**

**Review MVROP Fiscal Update**

MVROP Director of Business Services, Joyce Veasley, reviewed Business and Finance Item #1 and answered subsequent Board inquiries regarding the item.

*This item is information only.*

**Business and Finance #2**

**Review CTEIG Financial Update**

Director of Business Services, Joyce Veasley, reviewed Business and Finance Item #2 and answered subsequent Board inquiries regarding the item.

*This item is information only.*

**Business and Finance #3**

**Review and Approve Certification of  
Second Interim Financial Report**

Director of Business Services, Joyce Veasley, reviewed Business and Finance Item #3 and answered subsequent Board inquiries regarding the item.

The Governing Council Members agreed that in the future they would like to see more detail in the differences regarding the trends from 1<sup>st</sup> and 2<sup>nd</sup> Interim reporting to better help them have a clear picture of the current budgeting landscape.

*Member Thomas made a motion to approve Business and Finance #3, Review and Approve Certification of Second Interim Financial Report. Member Kaur made a second to approve the motion. Members voted 3-0 to approve Business and Finance #3, Review and Approve Certification of Second Interim Financial Report.*

**Business and Finance #4**

**Review and Approve Salary Increase-  
All Staff- Effective July 1, 2017**

Director of Business Services, Joyce Veasley, reviewed Business and Finance Item #4, and with Superintendent Hanson, answered subsequent Board inquiries regarding the item.

The Governing Council requested to have additional historical information regarding the item in the April meeting to understand the salary gap that MVROP is addressing. Ms. Veasley agreed to provide this information.

The item was pushed to be a scheduled agenda item for the April meeting.

**Business and Finance #5**

**Review and Approve Additional Longevity Steps- Classified Non-Management Staff- Effective July 1, 2017**

Director of Business Services, Joyce Veasley, reviewed Business and Finance Item #5 and answered subsequent Board inquiries regarding the item.

Member Sweeney requested for any future items of a financial nature of this type to be accompanied by information detailing the potential fiscal impact.

*Member Thomas made a motion to approve Business and Finance #5, Review and Approve Additional Longevity Steps- Classified Non-Management Staff- Effective July 1, 2017. Member Kaur made a second to approve the motion. Members voted 3-0 to approve Business and Finance #5, Review and Approve Additional Longevity Steps- Classified Non-Management Staff- Effective July 1, 2017.*

**Business and Finance #6**

**Review and Approve Advancement on Step and Column for Continuing Education- Classified Non-Management- Effective July 1, 2017**

Director of Business Services, Joyce Veasley, reviewed Business and Finance Item #6 and answered subsequent Board inquiries regarding the item.

Member Thomas requested to have this item return as a board policy item for the April meeting. Supporting information should detail more information on specifics of the salary schedules and the progression when combined with additional credits/units from additional education and training. All Governing Council Members agreed that additional information that shows the potential fiscal impact should also accompany the future board policy.

**Board Requests:**

None

**Adjourn to Closed Session: 5:38 p.m.**

**Reconvene to Open Session: 6:15 p.m.**

*No action was taken.*

**The meeting was adjourned at 6:15 p.m.**

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Larry Sweeney, President

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Nancy Thomas, Vice President

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Sharan Kaur, Clerk



## **Business and Finance**

## Board Report with Account Number by PO

ReqPay11j

Includes Purchase Orders dated 03/03/2017 - 03/31/2017 \*\*\*

Board Meeting Date April 13, 2017

PO Number	Vendor Name	Description	Location	Account Number	Account Amount
<b>PO Type PO</b>					
PO17-01638	SMART & FINAL	Open PO	ROP Center	96-6387-0-6000-1000-4300-867-800-6621	8,820.00
PO17-02375	NEW HAVEN UNIFIED SCHOOL DISTR	Salary reimbursements		96-0000-0-6000-1000-5801-867-800-6007	99,000.00
PO17-05600	AMAZON.COM	Open PO		96-0000-0-6000-2100-5801-867-800-6007	18,000.00
PO17-05608	DELL MARKETING L P	Computers for various programs/offices		96-0000-0-6000-3110-5801-867-800-6007	30,000.00
				96-6387-0-6000-1000-4300-867-800-6608	7,000.00
				96-0000-0-6000-2100-4310-860-800-6013	997.02
				96-0000-0-6000-2700-4310-860-800-6013	498.51
				96-0000-0-6000-3900-4310-860-800-6013	498.38
				96-0000-0-6000-7100-4310-860-800-6010	498.51
				96-6387-0-6000-1000-4310-854-800-6703	3,233.12
				96-6387-0-6000-1000-4310-860-800-6703	1,212.42
				96-6387-0-6000-1000-4310-867-800-6703	157.32
				96-0000-0-6000-2100-4410-860-800-6013	1,797.10
				96-0000-0-6000-2700-4410-860-800-6013	1,713.36
				96-0000-0-6000-3900-4410-860-800-6013	898.55
				96-0000-0-6000-7100-4410-860-800-6010	898.55
				96-6387-0-6000-1000-4410-854-800-6703	6,391.17
				96-6387-0-6000-1000-4410-860-800-6601	898.55
				96-6387-0-6000-1000-4410-860-800-6602	1,797.10
				96-6387-0-6000-1000-4410-860-800-6613	898.55
				96-6387-0-6000-1000-4410-860-800-6703	2,130.39
				96-6387-0-6000-1000-4410-867-800-6703	4,260.78
				96-0000-0-6000-8100-5560-860-800-6013	7,826.10
				96-6387-0-6000-1000-6400-867-800-6703	8,981.99
				96-6387-0-6000-1000-6410-867-800-6703	5,773.82
				96-6387-0-6000-1000-4410-860-800-6613	5,805.11
				96-6387-0-6000-1000-4400-853-800-6110	8,043.88
				96-6387-0-6000-1000-4300-853-800-6110	10,614.23
				96-6387-0-6000-1000-5801-867-800-6703	2,250.00

\*\*\* See the last page for criteria limiting the report detail.

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

020 - Fremont Unified School District

Generated for Kim Youngberg (KYOUNGBERG), Apr 3 2017

2:57PM

Includes Purchase Orders dated 03/03/2017 - 03/31/2017 \*\*\*

Board Meeting Date April 13, 2017

PO Number	Vendor Name	Description	Location	Account Number	Account Amount
PO Type PO (continued)					
PO17-06006	BULLEX	Instructional supplies	ROP Center	96-6387-0-6000-1000-4410-867-800-6703	2,073.57
				96-6387-0-6000-1000-4310-867-800-6703	1,932.03
				96-6387-0-6000-1000-4400-860-800-6602	9,092.64
Total Number of POs					12
Total for PO Type PO					253,992.75

Information is further limited to: (Minimum Amount = 5,000.00, Department = MVROP)

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

Checks Dated 03/03/2017 through 03/31/2017					Board Meeting Date April 13, 2017	
Check Number	Check Date	Pay to the Order of	Fund-Resource-Object-Location-Cost Center		Expensed Amount	Check Amount
50917785	03/15/2017	DELTA DENTAL CLIENT SERVICES	96-	-9560- -	3,812.43	
			96-	-9561- -	75.47	
			96-	-9562- -	922.39	
50917784	03/15/2017	DELTA DENTAL INS. COMPANY ACCOUNTS RECEIVABLE	96-	-9564- -	385.70	
50919761	03/27/2017	CalPERS	96-0000-3701-860-6019		5,764.18	
50901322	03/08/2017	SYNCB/AMAZON #6045787810138129	96-0000-4300-854-6506		159.49	
50917782	03/15/2017	COMM USA GO WIRELESS	96-0000-4300-860-6005		636.45	
50901322	03/08/2017	SYNCB/AMAZON #6045787810138129	96-0000-4300-860-6013		2.16-	
50901384	03/08/2017	DALE HARDWARE (DCIS)	96-0000-4300-860-6013		15.07	
50901429	03/08/2017	IMAGINATION BRANDING	96-0000-4300-860-6013		507.28	
50901460	03/08/2017	MISSION VALLEY ROP REVOLVING CASH	96-0000-4300-860-6013		175.54	
50901520	03/08/2017	SETON IDENTIFICATION PRO.	96-0000-4300-860-6013		467.17	
50901528	03/08/2017	SPINITAR	96-0000-4300-860-6013		1,143.43	
50917734	03/15/2017	ALLSTATE SIGN & PLAQUE CORP	96-0000-4300-860-6013		394.34	
50917766	03/15/2017	CENTERVILLE LOCKSMITH	96-0000-4300-860-6013		5.79	
50917851	03/15/2017	OFFICE DEPOT BUSINESS DIV-2	96-0000-4300-860-6013		235.00	
50918747	03/22/2017	SAVE MART SUPERMARKET FILE# 33486-01	96-0000-4300-860-6013		48.93	
50918799	03/22/2017	OFFICE DEPOT BUSINESS DIV-2	96-0000-4300-860-6013		91.76	
50918841	03/22/2017	SUPPLY WORKS	96-0000-4300-860-6013		849.77	
50919732	03/27/2017	MISSION VALLEY ROP REVOLVING CASH	96-0000-4300-860-6013		393.71	
50901322	03/08/2017	SYNCB/AMAZON #6045787810138129	96-0000-4310-860-6005		92.80	
50917806	03/15/2017	FRYS ELECTRONICS ATTN JOAN ACCOUNTS RECEIVABLE	96-0000-4310-860-6005		800.81	
50917783	03/15/2017	AMERICAN EXPRESS LOAD# 028230 FOR DELL MARKETING LP V003504	96-0000-4310-860-6013		890.33	
50901528	03/08/2017	SPINITAR	96-0000-4400-860-6013		3,300.69	
50917783	03/15/2017	AMERICAN EXPRESS LOAD# 028230 FOR DELL MARKETING LP V003504	96-0000-4410-860-6013		1,115.32	
50917887	03/15/2017	SHI INTERNATIONAL CORP	96-0000-4410-860-6013		1,643.67	
50901340	03/08/2017	SD ASSOCIATION FOR CAREER TECHNICAL EDUCATION SDACTE	96-0000-5210-860-6001		400.00	
50918690	03/22/2017	PEGGY NUTZ	96-0000-5210-860-6001		346.73	
50917765	03/15/2017	CASBO	96-0000-5210-860-6013		415.00	
50918714	03/22/2017	JOYCE VEASLEY	96-0000-5210-860-6013		202.21	
50919770	03/27/2017	US BANK CORPORATE PAYMENT SYS	96-0000-5210-860-6013		320.20	
50901262	03/08/2017	PEGGY NUTZ	96-0000-5220-860-6001		92.66	
50901281	03/08/2017	JACKLYNN R. SPRAGUE	96-0000-5220-860-6001		35.90	
50918653	03/22/2017	THOMAS H. HANSON	96-0000-5220-860-6001		238.04	
50901288	03/08/2017	MICHAEL TRAN	96-0000-5220-860-6005		28.94	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 03/03/2017 through 03/31/2017				Board Meeting Date April 13, 2017	
Check Number	Check Date	Pay to the Order of	Fund-Resource-Object-Location-Cost Center	Expensed Amount	Check Amount
50901511	03/08/2017	SAN JOAQUIN COUNTY OFFICE OF EDUCATION	96-0000-5300-860-6013	750.00	
50901479	03/08/2017	PACIFIC GAS & ELECTRIC CO	96-0000-5510-860-6013	4,074.89	
50919740	03/27/2017	PACIFIC GAS & ELECTRIC CO	96-0000-5510-860-6013	134.89	
50919757	03/27/2017	SPURR	96-0000-5520-860-6013	3,358.55	
50917727	03/15/2017	ALAMEDA CO WATER DISTRICT	96-0000-5530-860-6013	131.08	
50918817	03/22/2017	AMERICAN EXPRESS LOAD# 028230 FOR V REPUBLIC SVCS	96-0000-5550-860-6013	45.02	
50901455	03/08/2017	MEDWASTE CALIFORNIA	96-0000-5560-860-6013	38.00	
50918817	03/22/2017	AMERICAN EXPRESS LOAD# 028230 FOR V REPUBLIC SVCS	96-0000-5560-860-6013	1,217.89	
50917854	03/15/2017	OLDCASTLE PRECAST INC	96-0000-5640-860-6013	272.00	
50917864	03/15/2017	R & S ERECTION OF SOUTHERN ALAMEDA CO INC.	96-0000-5640-860-6013	350.00	
50918834	03/22/2017	SONITROL	96-0000-5640-860-6013	134.00	
50919685	03/27/2017	CALIFORNIA LANDSCAPES	96-0000-5640-860-6013	795.00	
50901406	03/08/2017	FLANDERS HEAT & AIR SYSTEM INC	96-0000-5670-860-6013	1,290.43	
50901521	03/08/2017	SHARP ELECTRONICS CORP SHARP BUSINESS SYSTEMS	96-0000-5670-860-6013	407.35	
50917912	03/15/2017	US BANK EQUIPMENT FINANCE	96-0000-5670-860-6013	627.14	
50919654	03/27/2017	ABS ALARM	96-0000-5670-860-6013	198.00	
50919777	03/27/2017	XEROX CORPORATION	96-0000-5670-860-6013	2,588.35	
50917742	03/15/2017	ARAMARK UNIFORM SERVICES	96-0000-5801-860-6013	166.21	
50919761	03/27/2017	CalPERS	96-0000-5801-860-6013	67.30	
50917846	03/15/2017	NEW HAVEN UNIFIED SCHOOL DISTRICT ACCOUNTS RECEIVABLE	96-0000-5801-867-6007	67,213.35	
50901460	03/08/2017	MISSION VALLEY ROP REVOLVING CASH	96-0000-5805-860-6013	20.00	
50917750	03/15/2017	BAY AREA AIR QUALITY MGMT	96-0000-5805-860-6013	576.00	
50901467	03/08/2017	NEW HAVEN UNIFIED SCHOOL DISTRICT	96-0000-5810-867-6007	22,521.47	
50918794	03/22/2017	NEW HAVEN UNIFIED SCHOOL DISTRICT	96-0000-5810-867-6007	4,905.61	
50901465	03/08/2017	MRC SMART TECHNOLOGY SOLUTIONS	96-0000-5910-860-6013	7.98	
50918783	03/22/2017	MRC SMART TECHNOLOGY SOLUTIONS	96-0000-5910-860-6013	7.98	
50901342	03/08/2017	AT&T	96-0000-5920-860-6013	711.31	
50919676	03/27/2017	AT&T	96-0000-5920-860-6013	651.14	
50901288	03/08/2017	MICHAEL TRAN	96-0000-5921-860-6013	20.00	
50918704	03/22/2017	JOE S. SIMAS	96-0000-5921-860-6013	20.00	
50901381	03/08/2017	AMERICAN EXPRESS LOAD# 028230 FOR VENDOR 001125	96-0000-5930-860-6005	746.11	
50919693	03/27/2017	COMCAST	96-0000-5940-860-6005	166.23	
50901532	03/08/2017	BOARD OF EQUALIZATION SPECIAL TAXES AND FEES	96-0000-9507- -	3,579.61	
50918805	03/22/2017	PEARSON EDUCATION	96-6387-4100-864-6601	6,048.69	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 03/03/2017 through 03/31/2017				Board Meeting Date April 13, 2017	
Check Number	Check Date	Pay to the Order of	Fund-Resource-Object-Location-Cost Center	Expensed Amount	Check Amount
50901322	03/08/2017	SYNCB/AMAZON #6045787810138129	96-6387-4200-851-6503	337.87	
50901416	03/08/2017	FRYS ELECTRONICS ATTN JOAN ACCOUNTS RECEIVABLE	96-6387-4300-851-6503	63.23	
50901510	03/08/2017	SAFEWAY INC	96-6387-4300-851-6621	55.80	
50901524	03/08/2017	SMART & FINAL	96-6387-4300-851-6621	130.41	
50917873	03/15/2017	SAFEWAY INC	96-6387-4300-851-6621	10.27	
50917884	03/15/2017	SMART & FINAL	96-6387-4300-851-6621	80.48	
50918832	03/22/2017	SMART & FINAL	96-6387-4300-851-6621	156.94	
50917788	03/15/2017	DISCOUNT MAGAZINES LLC	96-6387-4300-851-6807	21.97	
50901510	03/08/2017	SAFEWAY INC	96-6387-4300-852-6621	48.83	
50901524	03/08/2017	SMART & FINAL	96-6387-4300-852-6621	206.49	
50917873	03/15/2017	SAFEWAY INC	96-6387-4300-852-6621	41.92	
50917884	03/15/2017	SMART & FINAL	96-6387-4300-852-6621	712.89	
50918823	03/22/2017	SAFEWAY INC	96-6387-4300-852-6621	5.98	
50918832	03/22/2017	SMART & FINAL	96-6387-4300-852-6621	130.60	
50919751	03/27/2017	SAFEWAY INC	96-6387-4300-852-6621	5.98	
50919754	03/27/2017	SMART & FINAL	96-6387-4300-852-6621	330.77	
50901322	03/08/2017	SYNCB/AMAZON #6045787810138129	96-6387-4300-853-6110	569.30	
50901345	03/08/2017	AMERICAN EXPRESS LOAD# 028230 FOR V003051	96-6387-4300-853-6110	1,114.35	
50901460	03/08/2017	MISSION VALLEY ROP REVOLVING CASH	96-6387-4300-853-6110	77.50	
50919732	03/27/2017	MISSION VALLEY ROP REVOLVING CASH	96-6387-4300-853-6110	158.84	
50901510	03/08/2017	SAFEWAY INC	96-6387-4300-854-6621	66.48	
50901524	03/08/2017	SMART & FINAL	96-6387-4300-854-6621	659.21	
50918832	03/22/2017	SMART & FINAL	96-6387-4300-854-6621	568.38	
50901322	03/08/2017	SYNCB/AMAZON #6045787810138129	96-6387-4300-854-6703	399.84	
50901384	03/08/2017	DALE HARDWARE (DCIS)	96-6387-4300-854-6703	99.42	
50901402	03/08/2017	FASTENAL COMPANY	96-6387-4300-854-6703	1,130.11	
50917783	03/15/2017	AMERICAN EXPRESS LOAD# 028230 FOR DELL MARKETING LP V003504	96-6387-4300-854-6703	404.00	
50918738	03/22/2017	FASTENAL COMPANY	96-6387-4300-854-6703	870.84	
50901524	03/08/2017	SMART & FINAL	96-6387-4300-856-6621	316.49	
50918733	03/22/2017	EAST BAY RESTAURANT SUPPLY INC	96-6387-4300-856-6621	806.81	
50918832	03/22/2017	SMART & FINAL	96-6387-4300-856-6621	570.21	
50917788	03/15/2017	DISCOUNT MAGAZINES LLC	96-6387-4300-856-6807	21.98	
50901460	03/08/2017	MISSION VALLEY ROP REVOLVING CASH	96-6387-4300-860-6101	13.08	
50917725	03/15/2017	ADVANCED SYSTEMS GROUP LLC	96-6387-4300-860-6101	3,507.58	
50917746	03/15/2017	B&H PHOTO VIDEO REMITTANCE PROCESSING CTR	96-6387-4300-860-6106	5,932.76	
50918724	03/22/2017	B&H PHOTO VIDEO REMITTANCE PROCESSING CTR	96-6387-4300-860-6106	1,271.41	

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Checks Dated 03/03/2017 through 03/31/2017				Board Meeting Date April 13, 2017	
Check Number	Check Date	Pay to the Order of	Fund-Resource-Object-Location-Cost Center	Expensed Amount	Check Amount
50917917	03/15/2017	ZAHOUREK SYSTEMS INC	96-6387-4300-860-6506	964.08	
50918742	03/22/2017	FISHER SCIENTIFIC COMPANY LLC ACCT# 282526-021	96-6387-4300-860-6506	571.41	
50901322	03/08/2017	SYNCB/AMAZON #6045787810138129	96-6387-4300-860-6601	434.76	
50901544	03/08/2017	US BANK CORPORATE PAYMENT SYS	96-6387-4300-860-6601	1,097.80	
50919697	03/27/2017	AMERICAN EXPRESS LOAD# 028230 FOR VENDOR# 003334	96-6387-4300-860-6601	96.14	
50901460	03/08/2017	MISSION VALLEY ROP REVOLVING CASH	96-6387-4300-860-6602	129.39	
50919747	03/27/2017	RAFT/RES AREA FOR TEACHERS	96-6387-4300-860-6606	174.82	
50917719	03/15/2017	AB SUPPLY	96-6387-4300-860-6701	85.22	
50917781	03/15/2017	COLOR FACTORY	96-6387-4300-860-6701	100.77	
50917815	03/15/2017	HOME DEPOT CREDIT SERVICES DEPT 32-2500091081	96-6387-4300-860-6701	323.04	
50901315	03/08/2017	ALLIED AUTO STORES	96-6387-4300-860-6703	13.58	
50901322	03/08/2017	SYNCB/AMAZON #6045787810138129	96-6387-4300-860-6703	677.24	
50918758	03/22/2017	HARBOR FREIGHT TOOLS	96-6387-4300-860-6703	17.47	
50917815	03/15/2017	HOME DEPOT CREDIT SERVICES DEPT 32-2500091081	96-6387-4300-860-6706	3,095.34	
50918761	03/22/2017	HULBERT LUMBER AND SUPPLY COMPANY	96-6387-4300-860-6706	68.54	
50901322	03/08/2017	SYNCB/AMAZON #6045787810138129	96-6387-4300-860-6998	2.16-	
50901530	03/08/2017	STAPLES ADVANTAGE	96-6387-4300-860-6998	564.87	
50917851	03/15/2017	OFFICE DEPOT BUSINESS DIV-2	96-6387-4300-860-6998	124.42	
50917890	03/15/2017	STAPLES ADVANTAGE	96-6387-4300-860-6998	70.45	
50919736	03/27/2017	OFFICE DEPOT BUSINESS DIV-2	96-6387-4300-860-6998	817.57	
50919758	03/27/2017	STAPLES ADVANTAGE	96-6387-4300-860-6998	25.55	
50901322	03/08/2017	SYNCB/AMAZON #6045787810138129	96-6387-4300-862-6507	273.11	
50919732	03/27/2017	MISSION VALLEY ROP REVOLVING CASH	96-6387-4300-862-6616	34.44	
			96-6387-4300-864-6202	27.26	
50917833	03/15/2017	MACHO PRODUCTS INC	96-6387-4300-864-6601	2,779.06	
50901322	03/08/2017	SYNCB/AMAZON #6045787810138129	96-6387-4300-864-6621	199.01	
50901460	03/08/2017	MISSION VALLEY ROP REVOLVING CASH	96-6387-4300-864-6621	20.20	
50901524	03/08/2017	SMART & FINAL	96-6387-4300-864-6621	457.89	
50917884	03/15/2017	SMART & FINAL	96-6387-4300-864-6621	529.32	
50918747	03/22/2017	SAVE MART SUPERMARKET FILE# 33486-01	96-6387-4300-864-6621	242.81	
50919754	03/27/2017	SMART & FINAL	96-6387-4300-864-6621	151.82	
50901460	03/08/2017	MISSION VALLEY ROP REVOLVING CASH	96-6387-4300-865-6202	20.95	

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Checks Dated 03/03/2017 through 03/31/2017				Board Meeting Date April 13, 2017	
Check Number	Check Date	Pay to the Order of	Fund-Resource-Object-Location-Cost Center	Expensed Amount	Check Amount
50901322	03/08/2017	SYNCB/AMAZON #6045787810138129	96-6387-4300-867-6110	594.96	
			96-6387-4300-867-6608	353.83	
50918782	03/22/2017	MOORE MEDICAL LLC	96-6387-4300-867-6608	404.25	
50901411	03/08/2017	SAVE MART SUPERMARKET FILE# 33486-01	96-6387-4300-867-6621	37.56	
50901524	03/08/2017	SMART & FINAL	96-6387-4300-867-6621	332.54	
50901544	03/08/2017	US BANK CORPORATE PAYMENT SYS	96-6387-4300-867-6621	2,548.16	
50917884	03/15/2017	SMART & FINAL	96-6387-4300-867-6621	375.30	
50918747	03/22/2017	SAVE MART SUPERMARKET FILE# 33486-01	96-6387-4300-867-6621	222.08	
50919754	03/27/2017	SMART & FINAL	96-6387-4300-867-6621	133.25	
50919770	03/27/2017	US BANK CORPORATE PAYMENT SYS	96-6387-4300-867-6621	3,460.92	
50901322	03/08/2017	SYNCB/AMAZON #6045787810138129	96-6387-4300-867-6703	440.73	
50901384	03/08/2017	DALE HARDWARE (DCIS)	96-6387-4300-867-6703	264.84	
50901460	03/08/2017	MISSION VALLEY ROP REVOLVING CASH	96-6387-4300-867-6703	27.77	
50901488	03/08/2017	POWER DISTRIBUTORS LLC	96-6387-4300-867-6703	3,484.43	
50917886	03/15/2017	SNAP ON INDUSTRIAL DIVISION OF IDSC HOLDINGS LLC	96-6387-4300-867-6703	318.03	
50918807	03/22/2017	POWER DISTRIBUTORS LLC	96-6387-4300-867-6703	85.00	
50901322	03/08/2017	SYNCB/AMAZON #6045787810138129	96-6387-4300-868-6621	137.66	
50901460	03/08/2017	MISSION VALLEY ROP REVOLVING CASH	96-6387-4300-868-6621	20.95	
50901524	03/08/2017	SMART & FINAL	96-6387-4300-868-6621	126.68	
50918823	03/22/2017	SAFEWAY INC	96-6387-4300-868-6621	151.77	
50918832	03/22/2017	SMART & FINAL	96-6387-4300-868-6621	228.37	
50919754	03/27/2017	SMART & FINAL	96-6387-4300-868-6621	102.81	
50901322	03/08/2017	SYNCB/AMAZON #6045787810138129	96-6387-4310-851-6503	5,772.89	
50901416	03/08/2017	FRYS ELECTRONICS ATTN JOAN ACCOUNTS RECEIVABLE	96-6387-4310-851-6503	3,734.90	
50901541	03/08/2017	AMERICAN EXPRESS LOAD# 028230 FOR V TROXELL	96-6387-4310-854-6621	198.22	
50901322	03/08/2017	SYNCB/AMAZON #6045787810138129	96-6387-4310-860-6998	1.85	
50917906	03/15/2017	AMERICAN EXPRESS LOAD# 028230 FOR V TROXELL	96-6387-4310-864-6202		
50901322	03/08/2017	SYNCB/AMAZON #6045787810138129	96-6387-4400-853-6110	516.33	
			96-6387-4400-854-6621	632.56	
50901311	03/08/2017	AIRGAS USA LLC	96-6387-4400-854-6703	3,863.04	
50901430	03/08/2017	INGERSOLL RAND COMPANY INDUSTRIAL TECHNOLOGIES	96-6387-4400-854-6703	549.13	

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Checks Dated 03/03/2017 through 03/31/2017				Board Meeting Date April 13, 2017	
Check Number	Check Date	Pay to the Order of	Fund-Resource-Object-Location-Cost Center	Expensed Amount	Check Amount
50917820	03/15/2017	INGERSOLL RAND COMPANY	96-6387-4400-854-6703	51.89	
		INDUSTRIAL TECHNOLOGIES			
50901544	03/08/2017	US BANK CORPORATE PAYMENT	96-6387-4400-867-6621	1,125.40	
		SYS			
50917906	03/15/2017	AMERICAN EXPRESS LOAD# 028230	96-6387-4410-854-6621	2,414.48	
		FOR V TROXELL			
50901333	03/08/2017	AMERICAN EXPRESS LOAD# 028230	96-6387-4410-862-6115	6,471.40	
		FOR VENDOR APPLE # 000491			
50901541	03/08/2017	AMERICAN EXPRESS LOAD# 028230	96-6387-4410-864-6202	709.05	
		FOR V TROXELL			
50918703	03/22/2017	JANAY SHEPHERD	96-6387-5210-860-6606	236.38	
50917810	03/15/2017	GREEN TECHNOLOGY	96-6387-5210-860-6706	245.00	
		REGISTRATION DEPT.			
50919650	03/27/2017	DHANA L. UPPULA	96-6387-5210-867-6608	653.97	
50919601	03/27/2017	CRAIG C. BARNARD	96-6387-5210-867-6621	145.85	
50901278	03/08/2017	JANAY SHEPHERD	96-6387-5220-860-6606	118.77	
50917697	03/15/2017	JONATHAN J. SABANGAN	96-6387-5220-864-6202	32.74	
50917821	03/15/2017	ISING'S CULLIGAN-LIVERMORE	96-6387-5630-860-6998	44.60	
50901336	03/08/2017	ARAMARK UNIFORM SERVICES	96-6387-5801-854-6703	68.61	
50901430	03/08/2017	INGERSOLL RAND COMPANY	96-6387-5801-854-6703	1,686.84	
		INDUSTRIAL TECHNOLOGIES			
50917820	03/15/2017	INGERSOLL RAND COMPANY	96-6387-5801-854-6703	159.39	
		INDUSTRIAL TECHNOLOGIES			
50901336	03/08/2017	ARAMARK UNIFORM SERVICES	96-6387-5801-860-6701	22.55	
50917742	03/15/2017	ARAMARK UNIFORM SERVICES	96-6387-5801-860-6701	22.55	
50901382	03/08/2017	AMERICAN EXPRESS LOAD# 028230	96-6387-5803-860-6506	325.00	
		FOR VENDOR 003370			
50917771	03/15/2017	CHILDRENS FAIRYLAND	96-6387-5803-860-6606	180.00	
50919732	03/27/2017	MISSION VALLEY ROP REVOLVING	96-6387-5810-860-6606	82.00	
		CASH			
50901362	03/08/2017	CASTLE BRANCH INC	96-6387-5813-860-6610	42.75	
			96-6387-5813-860-6613	517.00	
50917725	03/15/2017	ADVANCED SYSTEMS GROUP LLC	96-6387-5814-860-6101	3,274.72	
50901460	03/08/2017	MISSION VALLEY ROP REVOLVING	96-6387-5816-860-6106	49.99	
		CASH			
50918772	03/22/2017	LCA ARCHITECTS INC	96-6387-6220-860-6701	787.50	
50919673	03/27/2017	ARC	96-6387-6226-854-6703	30.30	
50901337	03/08/2017	ARC	96-6387-6226-860-6701	490.34	
50918772	03/22/2017	LCA ARCHITECTS INC	96-6387-6226-860-6701	41.84	
50901430	03/08/2017	INGERSOLL RAND COMPANY	96-6387-6400-854-6703	17,341.26	
		INDUSTRIAL TECHNOLOGIES			
50917820	03/15/2017	INGERSOLL RAND COMPANY	96-6387-6400-854-6703	1,638.72	
		INDUSTRIAL TECHNOLOGIES			
50917813	03/15/2017	HILTON ANAHEIM	96-6387-9330- -	661.92	
50917817	03/15/2017	HYATT REGENCY SACRAMENTO	96-6387-9330- -	646.50	
50917787	03/15/2017	DETAILED MEETINGS INC	96-9601-5210-862-6507	450.00	
50901491	03/08/2017	PROJECT LEAD THE WAY INC	96-9601-5816-851-6506	3,000.00	

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Checks Dated 03/03/2017 through 03/31/2017				Board Meeting Date April 13, 2017	
Check Number	Check Date	Pay to the Order of	Fund-Resource-Object-Location-Cost Center	Expensed Amount	Check Amount
50901468	03/08/2017	NEWARK UNIFIED SCHOOL DISTRICT	96-9601-5816-864-6506	3,000.00	
50901312	03/08/2017	ALAMEDA CO WATER DISTRICT	Cancelled		79,671.15 *
Cancel	1	79,671.15	Total Number of Checks	123	260,818.23

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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## **Employment & Personnel**

**MISSION VALLEY REGIONAL OCCUPATIONAL CENTER/PROGRAM  
GOVERNING COUNCIL**

**AGENDA ITEM**

\_\_\_\_\_ Information

Date: April 13, 2017

\_\_\_\_\_ **X** \_\_\_\_\_ Action

Title: REPORT OF CERTIFICATED PERSONNEL ACTIONS

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**Background:**

The Governing Council has delegated authority to the ROP staff to take certain actions on its behalf related to Classified Personnel activities such as appointments, changes of status, resignations, requests for leaves, and retirements.

ROP staff are authorized to take personnel actions in the interest of operational necessity. Following those actions, staff reports to the Governing Council and recommends they approve prior actions.

**Current Status:**

A report of Certificated Personnel actions is submitted, recommending approval of prior actions taken by ROP staff.

**Recommendation:**

Approve Certificated Personnel recommendations for: *Employment.*

**Cliff Adams-Hart**  
Staff Contact

**ROP Center**  
Location

**Administration**  
Division

**Thomas Hanson**  
Superintendent

CONSENT ITEMS  
MISSION VALLEY ROP

Certificated Personnel

**New Hires**

**Hourly**

NAME	HOURS PER DAY	SUBJECT	EFFECTIVE DATE	OTHER
Amanda Rose	2.4 hrs/day	Culinary Arts	3/30/17	Bridgepoint

(con9Mar16.17)





**End of Consent**



## **Business and Finance**



## **Business and Finance #1**

☒ Information  
☐ Action  
☐ Presentation

**MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM  
BOARD OF EDUCATION**

**AGENDA ITEM  
Business & Finance #1**

**DATE OF BOARD MEETING:** April 13, 2017

**TITLE:** Review MVROP Fiscal Update

---

**Background:**

The Governor's revised State Budget for 2017-18 was released on January 10, 2017. Highlights from the budget include:

- **Local Control Funding Formula:** \$744 million, bringing total formula implementation to 96%.
- **One-Time Discretionary Funding:** \$287 million in one-time discretionary block grants allocated on a per-pupil basis, and funding will offset any outstanding mandate reimbursement claims.
- **Career Technical Education:** \$200 million for the CTE Incentive Grant Program, the final installment of funding for this three-year program initiated in the 2015 Budget Act.
- **Projected Contribution Rates:** **STRS** – increase from 12.6 % to 14.4 % and **PERS** – increase from 15.8 % to 18.7 %.

The Governor's revised budget will be released in May. Based upon this revision, MVROP's preliminary budget will be presented during the May Governing Council meeting incorporating fiscal impact of items approved during the March GC meeting.

**Current Status:**

Additional changes are anticipated with the May 2017 Budget revise. Although the 2013-14 maintenance of effort (MOE) is no longer mandated, JPA member districts will continue to fund MVROP at current levels based on their current budgets. All districts have formally voted to extend funding for the next three years, in line with the CTEIG (Career Technical Education Grant) funding: 2016-17, 2017-18, and 2018-19.

Mission Valley ROP has received installments of grant funds for 2015-16 and 2016-17. Included in the installments was an increase to the award due to the reallocation of funds from California Department of Education (CDE).

**Recommendation:**

None

Joyce Veasley  
**Staff Contact**

Business Services  
**Division**

Thomas Hanson  
**Superintendent, MVROP**



## **Business and Finance #2**

☒ Information  
☐ Action  
☐ Presentation

**MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM  
BOARD OF EDUCATION**

**AGENDA ITEM  
Business & Finance #2**

**DATE OF BOARD MEETING:** April 13, 2017

**TITLE:** Review CTEIG Financial Update

**Background:**

The California Career Technical Education Incentive Grant (CTEIG) program was established as a state education, economic, and workforce development initiative with the goal of providing pupils in kindergarten through grade twelve, inclusive, with the knowledge and skills necessary to transition to employment and postsecondary education. The purpose of this program is to encourage the development of new career technical education (CTE) programs and enhance and maintain current CTE programs during implementation of the school district and charter school local control funding formula (LCFF) pursuant to California Education Code (EC) Section 42238.02. As the fiscal agent of the JPA representing the Fremont, New Haven, and Newark, Unified School Districts, MVROP received an initial grant award of \$3.5 Million to be expended over a three-year period, ending in 2018-19. Matching funds required by the grant will be provided by JPA pass through funds, currently at maintenance of effort levels through 2018-19.

**Current status:**

In addition to the original CTEIG allocation, MVROP recently received notification of an additional \$851,630 due to the reallocation of total grant funds that were not disbursed. The deadline for spending all CTEIG was extended through a fourth year. The total amount of the grant for MVROP has increased to \$4,248,866. The following is a summary of revenue and expenditures through 3/31/2017:

2015-16 Expenditures	\$ 856,000
2016-17 Expenditures to date (3/31/2017)	<u>1,497,504</u>
<b>Total Expenditures:</b>	<b>\$ 2,353,504</b>
Revenue from CTEIG	\$ 4,248,866
less 2015-16 and 2016-17 expenditures	<u>2,353,504</u>
<b>Balance:</b>	<b>\$ 1,895,362</b>

**Recommendation:**

None

Joyce Veasley

Business Services

Thomas Hanson

**Staff Contact**

**Division**

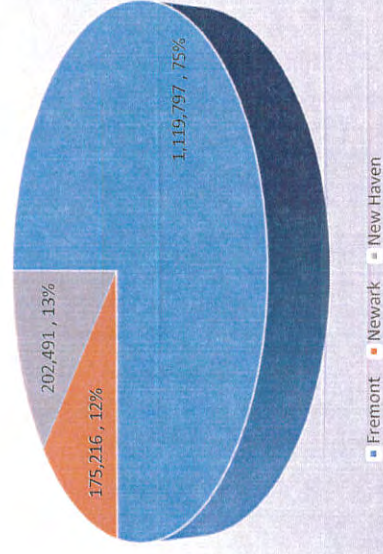
**Superintendent, MVROP**



# 2016-17 Expenditures by District

Current Expenditures 2016-17 (through 3/31/2017)					
District	Amount	Allocated Expenditures	Total	Percentage	Target Percentage Difference
Fremont	819,273	300,525	1,119,797	75%	65% 10%
Newark	105,864	69,352	175,216	12%	15% -3%
New Haven	110,022	92,469	202,491	14%	20% -6%
			1,497,504	100%	

Current Expenditures-YTD





# Target Expenditures by District (includes allocated costs)

Expenditure Targets		
Total Grant		\$4,248,866
Targets (Includes Center Allocations)		
	%	Amount
Fremont	65%	\$2,761,763
Newark	15%	\$637,330
New Haven	20%	\$849,773





# 2016-17 Major Projects

District	Location	Estimated Cost	Status/Description	Approved Date	Projected Completion
ROP Center	Auto Spray Booth	\$1,182,563	Bid closed 3/31/2017	16-17 Budget	2017-18
Fremont	Washington Auto Canopy	85,000	To be completed during spring break	16-17 Budget	2016-17
Fremont	Irvington Computer Support	15,000	Completed	16-17 Budget	2016-17
Fremont	Culinary Arts	20,000	Class started 8/2016	16-17 Budget	2016-17
Newark	• American	80,000	Work to begin in summer	16-17 Budget	2017-18
Newark	• Bridgepoint	80,000	Class started 4/3	16-17 Budget	2018-19
New Haven	• Conley-Carbello	80,000	Carryover to 17-18	16-17 Budget	2016-17
New Haven	• James Logan		Discussions with NHUSD- modifications to original plan will carryover to 17-18		
Fremont	• Kennedy	200,000		16-17 Budget	2017-18
Newark	• Newark Memorial	80,000	Work to begin in summer	16-17 Budget	2016-17
Fremont	• Washington	140,000	To be completed during summer	16-17 Budget	2016-17
	<b>Total</b>	<b>\$2,002,563</b>	Completed	16-17 Budget	2016-17



District	Location	Estimated Cost	Status/Description	Approved Date	Projected Completion
FUSD	Washington Culinary Arts	\$ 7,900	Completed - Standard Troxell Projector installation added ceiling document camera	16-17 Budget	2016-17
FUSD	Irvington Digital Imaging	15,000	Completed - 31 ROP Video Production iMacs will be taken here, 6 new Macs to be purchased	16-17 Budget	2016-17
FUSD	Washington Auto Tech	10,000	In Progress - Replace old iMac computers will All in One computer that mounts on wall	16-17 Budget	2016-17
ROP Center	MVROP Technology	29,550	Completed - Replaced 3 existing Dell Servers	16-17 Budget	2016-17
ROP Center	MVROP Technology	13,000	Completed - Backup Storage Solution to replace tape backup	16-17 Budget	2016-17
ROP Center	MVROP Technology	4,500	Completed - VEEAM Backup Software	16-17 Budget	2016-17
ROP Center	MVROP Technology	9,700	Completed - VMWare Maintenance and Upgrade to current version	16-17 Budget	2016-17
ROP Center	MVROP Technology	2,250	Completed - Upgrade existing Firewall for enhanced security	16-17 Budget	2016-17
ROP Center	MVROP Technology	10,000	Completed - 3 Year Sophos Antivirus	16-17 Budget	2016-17
ROP Center	MVROP Technology	470	Completed - Affixa - Email attachment tool	16-17 Budget	2016-17
ROP Center	MVROP Technology	10,000	Completed - GroupWise to Google Email Migration	16-17 Budget	2016-17
ROP Center	Pharmacy	20,600	In Progress - Additional dedicated laptop/tablet carts to replace a shared computer lab with the whole center	16-17 Budget	2016-17
ROP Center	Nursing/ Medical/Sports	23,000	Completed - Laptop cart for Medical Cluster classes in place of shred computer lab	16-17 Budget	2016-17
ROP Center	MVROP Technology	6,000	In Progress - mvrop.org website Template Upgrade and additional training	16-17 Budget	2016-17
ROP Center	Digital Video Arts	62,600	Completed - New PC lab for Video Production to replace existing Mac lab	16-17 Budget	2016-17
ROP Center	Auto Tech	5,000	Completed - Replace old iMac computers with All in One computer that mount on the wall	16-17 Budget	2016-17
ROP Center	Auto Tech	6,000	In Progress - Install 2 HD TV in Auto Shop area for students to engage in car repair	16-17 Budget	2016-17
ROP Center	Student Services	5,000	Not Started - Replace 9-10 year old Student Services PCs with updated PCs	16-17 Budget	2016-17
NHUSD	James Logan Digital Photo/2D Animation	46,000	Not Started - Upgrade old iMacs with 26 new iMacs	16-17 Budget	2016-17
FUSD	Irvington Internet Engineering	45,000	Not Started - Replace older PC's with 36 Dell All in One	16-17 Budget	2016-17



District	Location	Estimated Cost	Status/Description	Approved Date	Projected Completion
ROP Center	Faculty Computers	15,000	In Progress - Upgrade oldest Staff computers to a new All in One Desktop	16-17 Budget	2016-17
ROP Center	Student Services	4,000	In Progress - Replace old 37" TV with new 60" TV from Samsung winnings	16-17 Budget	2016-17
ROP Center	Conference Room	5,000	In Progress - Add TV to conference room to allow Teachers and Staff to collaborate/skype	16-17 Budget	2016-17
NHUSD	James Logan Auto Tech	6,500	In Progress - Replace existing 10 year old PCs with new All in One computer	16-17 Budget	2016-17
NHUSD	James Logan Auto Tech	6,000	In Progress - Install 2 HD TV in Auto Shop area for students to engage in car repair	16-17 Budget	2016-17
NUSD	Newark Memorial Culinary Arts	2,300	Completed - Mobile Cart & Laptops from Samsung Solve for Tomorrow winnings	16-17 Budget	2016-17
NUSD	Newark Memorial Computer Application	6,000	Completed - Standard Troxell Projector installation	16-17 Budget	2016-17
NUSD	Newark Memorial Law Enforcement	14,000	Program to assist with report writing, research, and Google Classroom	16-17 Budget	2016-17
NHUSD	James Logan Law Enforcement	3,400	In Progress - Install TV in the closet for Law Enforcement Class	16-17 Budget	2016-17
ROP Center	Motion Graphics/Digital Sound	3,000	Not Started - Install Samsung TV	16-17 Budget	2016-17
ROP Center	Animation/Game Design	2,500	Not Started - Install Samsung TV	16-17 Budget	2016-17
	<b>Total</b>	<b>\$ 399,270</b>			



## **Business and Finance #3**

X   Information  
  X   Action  
      Presentation

**MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM  
BOARD OF EDUCATION**

**AGENDA ITEM  
Business & Finance #3**

**DATE OF BOARD MEETING:**   **April 13, 2017**

**TITLE:**                               **Approve Salary Increase-All Staff-Effective July 1, 2017**

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**Background:**

A proposed increase of 3% per year for 3 years (2016-17, 2017-18, and 2018-19), was presented in the multi-year projection for the 2016-17 budget. The 2016-17 budget was approved by the Governing Council on June 16, 2016. The salary increase for 2016-17 was approved on May 20, 2016. This item was presented as Business & Finance #4 at the March 16, 2017. At the request of the Council, additional information is included for consideration.

**Current Status:**

After reviewing the budget, multi-year projections and reserves, the committee is proposing a 3% salary increase on salary schedules for all employees, including Certificated Teachers, Classified Employees, and Management, effective July 1, 2017.

The attached Public Disclosure of Collective Bargaining Agreement forms will be submitted to Alameda County Office of Education on or before June 15, 2017.

**Fiscal Impact:**

- 2017-18 : \$158,269
- 2018-19 : \$162,949
- 2019-20 : \$163,456

**Recommendation:**

Staff recommends approval of 3% salary increase on salary schedules, for all Mission Valley ROP employees, including Certificated Teachers, Classified Employees, and Management, effective July 1, 2017. The change will be incorporated into the 2017-18 budget and multiyear projections.

Joyce Veasley, (510) 657-1865  
**Staff/Contact Person**

ROP Center  
**Location**

Business Services  
**Division**

Thomas Hanson  
**Superintendent**



## FISCAL IMPACT

	2017-18	2018-19	2019-20
Certificated Management	21,334.00	21,908.00	21,927.00
Classified Management	12,166.00	12,529.00	12,904.00
Classified Non-Management	28,511.00	29,366.00	29,392.00
Certificated Non-Management	96,258.00	99,146.00	99,233.00
Total	\$158,269.00	\$162,949.00	\$163,456.00



## MULTI-YEAR PROJECTION

- Revenues for 2017-18 and 2018-19 projected at 2016-17 level and 0% COLA
- 3% Step & Column increase in salaries in 2017-18, 2018-19, and 2019-20
- STRS and PERS rate increases

	2016-17	2017-18	2018-19	2019-20
Revenues	10,352,517	9,140,467	8,540,467	6,675,467
Expenditures	10,886,272	10,022,646	9,865,513	7,555,000
Revenues less Expenditures	(533,755)	(882,179)	(1,325,046)	(879,533)
Salaries	4,708,316	4,866,585	4,871,265	4,871,772
Salaries/Expenditures	43%	49%	49%	64%

# SALARY COMPARISON

Classified and Management	MVROP		Fremont		Difference from MVROP
	Low	High	Low	High	
Certificated Management*	105,163	153,427	112,734	210,921	57,494
Classified Management	78,412	153,427	109,277	182,718	29,292
Classified Non-Management*	38,195	73,875	41,357	85,160	11,285
Teachers	MVROP		Newark		New Haven
	Fremont				
	54,628	104,902	65,399	114,623	62,977
			109,245	71,456	117,009

\* Excludes contract positions such as Superintendent, Associate Superintendent, etc.



**Mission Valley ROP**  
**Public Disclosure of Collective Bargaining Agreement**  
*In Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5*

Name of Bargaining Unit: \_\_\_\_\_ CERTIFICATED TEACHERS \_\_\_\_\_ Certificated X Classified \_\_\_\_\_

The proposed agreement covers the period beginning JULY 1, 2017 and ending JUNE 30, 2018

and will be acted on by the Governing Board at its meeting on April 13, 2017 (Date).

**Note:** This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

**A. Proposed Change in Compensation**

Compensation		Annual Cost Prior to Proposed Agreement FY 2016-17	Fiscal Impact of Proposed Agreement		
			Year 1 Increase/(Decrease) FY 2017-18	Year 2 Increase/(Decrease) FY 2018-19	Year 3 Increase/(Decrease) FY 2019-20
1.	<b>Salary Schedule</b> (This is to include Step & Column, which is also reported separately in item 6)	\$ 2,859,970	\$ 85,799	\$ 88,373	\$ 88,450
			3.00%	3.09%	3.09%
2.	<b>Other Compensation</b> Stipends, Bonuses, Longevity, Overtime Differential, Callback or Standby Pay, etc.		\$ -	\$ -	\$ -
			0.00%	0.00%	0.00%
2a.	<b>Description of Other Compensation</b>		\$ -	\$ -	\$ -
3.	<b>Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.</b>	\$ 372,082	\$ 9,601	\$ 9,889	\$ 9,898
			2.58%	2.66%	2.66%
4.	<b>Health/Welfare Plans</b>	\$ 28,600	\$ 858	\$ 884	\$ 885
			3.00%	3.09%	3.09%
5.	<b>Total Compensation - Add Items 1 through 4 to equal 5</b>	\$ 3,260,652	\$ 96,258	\$ 99,146	\$ 99,233
			2.95%	3.04%	3.04%
6.	<b>Step &amp; Column - Due to movement plus any changes due to settlement. This is a subset of item No. 1.</b>	\$ 83,299	\$ 85,799	\$ 88,373	\$ 88,450
7.	<b>Total number of represented Employees (Use FTEs)</b>	36	36	36	36
8.	<b>Total Compensation <u>Average</u> Cost per Employee</b>	\$ 90,574	\$ 2,674	\$ 2,754	\$ 2,756

**Mission Valley ROP**  
**Public Disclosure of Collective Bargaining Agreement**  
*In Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5*

Name of Bargaining Unit: \_\_\_\_\_ CLASSIFIED (NON-MANAGEMENT) \_\_\_\_\_ Certificated \_\_\_\_\_ Classified non mgmt \_\_\_\_\_X

The proposed agreement covers the period beginning JULY 1, 2017 and ending JUNE 30, 2018

and will be acted on by the Governing Board at its meeting on April 13, 2017 (Date).

**Note:** This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

**A. Proposed Change in Compensation**

Compensation		Annual Cost Prior to Proposed Agreement FY 2016-17	Fiscal Impact of Proposed Agreement		
			Year 1 Increase/(Decrease) FY 2017-18	Year 2 Increase/(Decrease) FY 2018-19	Year 3 Increase/(Decrease) FY 2019-20
1.	<b>Salary Schedule</b> (This is to include Step & Column, which is also reported separately in item 6)	\$ 847,096	\$ 25,413	\$ 26,175	\$ 26,198
			3.00%	3.09%	3.09%
2.	<b>Other Compensation</b> Stipends, Bonuses, Longevity, Overtime Differential, Callback or Standby Pay, etc.		\$ -	\$ -	\$ -
			0.00%	0.00%	0.00%
2a.	<b>Description of Other Compensation</b>		\$ -	\$ -	\$ -
3.	<b>Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.</b>	\$ 189,750	\$ 2,844	\$ 2,929	\$ 2,932
			1.50%	1.54%	1.55%
4.	<b>Health/Welfare Plans</b>	\$ 8,471	\$ 254	\$ 262	\$ 262
			3.00%	3.09%	3.09%
5.	<b>Total Compensation - Add Items 1 through 4 to equal 5</b>	\$ 1,045,317	\$ 28,511	\$ 29,366	\$ 29,392
			2.73%	2.81%	2.81%
6.	<b>Step &amp; Column - Due to movement plus any changes due to settlement. This is a subset of item No. 1.</b>	\$ 24,673	\$ 25,413	\$ 26,175	\$ 26,198
7.	<b>Total number of represented Employees (Use FTEs)</b>	14	14	14	14
8.	<b>Total Compensation <u>Average</u> Cost per Employee</b>	\$ 74,665	\$ 76,702	\$ 76,763	\$ 76,765

# Mission Valley ROP

## Public Disclosure of Collective Bargaining Agreement

*In Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5*

Name of Bargaining Unit: \_\_\_\_\_ CLASSIFIED MANAGEMENT \_\_\_\_\_ Certificated \_\_\_\_\_ Classified mgmt X

The proposed agreement covers the period beginning JULY 1, 2017 and ending JUNE 30, 2018

and will be acted on by the Governing Board at its meeting on April 13, 2017 (Date).

**Note:** This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

### A. Proposed Change in Compensation

Compensation		Annual Cost Prior to Proposed Agreement FY 2016-17	Fiscal Impact of Proposed Agreement		
			Year 1 Increase/(Decrease) FY 2017-18	Year 2 Increase/(Decrease) FY 2018-19	Year 3 Increase/(Decrease) FY 2019-20
1.	<b>Salary Schedule</b> (This is to include Step & Column, which is also reported separately in item 6)	\$ 363,625	\$ 10,909	\$ 11,236	\$ 11,573
			3.00%	3.1%	3.18%
2.	<b>Other Compensation</b> Stipends, Bonuses, Longevity, Overtime Differential, Callback or Standby Pay, etc.		\$ -	\$ -	\$ -
			0.00%	0.00%	0.00%
2a.	<b>Description of Other Compensation</b>		\$ -	\$ -	\$ -
3.	<b>Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.</b>	\$ 81,452	\$ 1,221	\$ 1,257	\$ 1,295
			1.50%	1.54%	1.59%
4.	<b>Health/Welfare Plans</b>	\$ 3,636	\$ 36	\$ 36	\$ 36
			1.00%	1.00%	1.00%
5.	<b>Total Compensation - Add Items 1 through 4 to equal 5</b>	\$ 448,713	\$ 12,166	\$ 12,529	\$ 12,904
			2.71%	2.79%	2.88%
6.	<b>Step &amp; Column - Due to movement plus any changes due to settlement. This is a subset of item No. 1.</b>	\$ 10,591	\$ 10,909	\$ 11,236	\$ 11,573
7.	<b>Total number of represented Employees (Use FTEs)</b>	3	3	3	3
8.	<b>Total Compensation Average Cost per Employee</b>	\$ 149,571	\$ 153,626	\$ 153,747	\$ 153,872

**Mission Valley ROP**  
**Public Disclosure of Collective Bargaining Agreement**  
*In Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5*

Name of Bargaining Unit: \_\_\_\_\_ CERTIFICATED MANAGEMENT \_\_\_\_\_ Certificated mgt X Classified \_\_\_\_\_

The proposed agreement covers the period beginning JULY 1, 2016 and ending JUNE 30, 2017

and will be acted on by the Governing Board at its meeting on April 13, 2017 (Date).

**Note:** This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

**A. Proposed Change in Compensation**

Compensation		Annual Cost Prior to Proposed Agreement FY 2016-17	Fiscal Impact of Proposed Agreement		
			Year 1 Increase/(Decrease) FY 2017-18	Year 2 Increase/(Decrease) FY 2018-19	Year 3 Increase/(Decrease) FY 2019-20
1.	<b>Salary Schedule</b> (This is to include Step & Column, which is also reported separately in item 6)	\$ 637,625	\$ 19,129	\$ 19,703	\$ 19,720
			3.00%	3.09%	3.09%
2.	<b>Other Compensation</b> Stipends, Bonuses, Longevity, Overtime Differential, Callback or Standby Pay, etc.		\$ -	\$ -	\$ -
			0.00%	0.00%	0.00%
2a.	<b>Description of Other Compensation</b>		\$ -	\$ -	\$ -
3.	<b>Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.</b>	\$ 82,955	\$ 2,141	\$ 2,205	\$ 2,207
			2.58%	2.66%	2.66%
4.	<b>Health/Welfare Plans</b>	\$ 6,376	\$ 64	\$ 1	\$ 0
			1.00%	1.00%	1.00%
5.	<b>Total Compensation - Add Items 1 through 4 to equal 5</b>	\$ 726,956	\$ 21,334	\$ 21,908	\$ 21,927
			2.93%	3.01%	3.02%
6.	<b>Step &amp; Column - Due to movement plus any changes due to settlement. This is a subset of item No. 1.</b>	\$ 18,571	\$ 19,129	\$ 19,703	\$ 19,720
7.	<b>Total number of represented Employees (Use FTEs)</b>	4	4	4	4
8.	<b>Total Compensation <u>Average</u> Cost per Employee</b>	\$ 181,739	\$ 187,072	\$ 187,216	\$ 187,221



**Mission Valley ROP**  
**Public Disclosure of Collective Bargaining Agreement**  
*In Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5*

9. What was the negotiated percentage increase approved? For example, if the increase in "Year 1" was for less than a full year, what is the annualized percentage of that increase for "Year 1"?

3% increase on salary schedules effective July 1, 2017

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10. Were any additional steps, columns or ranges added to the schedules? (If yes, please explain.)

No

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11. Please Include comments and explanations as necessary. (If more room is necessary, please attach additional sheet.)

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- B. Proposed Negotiated Changes in Non-compensation Items** (e.g. class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

None

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- C. What are the Specific Impacts (Positive or Negative) on Instructional and Support Programs to Accommodate the Settlement?** Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (e.g. counselors, librarians, custodial staff, etc.).

None

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- D. What Contingency Language is Included in the Proposed Agreement (e.g. reopeners, etc.)?**

None

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- E. Will this Agreement Create, Increase, or Decrease Deficit Financing in the Current or Subsequent Year(s)?**

"Deficit Financing" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If yes, explain the amounts and justification for doing so.

No

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**Mission Valley ROP**  
**Public Disclosure of Collective Bargaining Agreement**  
*In Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5*

- F. Identify Other Major Provisions that do not Directly Affect the District's Costs; such as Binding Arbitration, Grievances Procedures, etc.**

None

- G. Source of Funding for Proposed Agreement**

1. Current Year

General fund

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years (i.e., what will allow the district to afford this contract)?

General fund and carryover reserves

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

N/A



## **Business and Finance #4**

X   Information  
  X   Action  
      Presentation

**MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM  
BOARD OF EDUCATION**

**AGENDA ITEM  
Business & Finance #4**

**DATE OF BOARD MEETING:**   **April 13, 2017**

**TITLE:**                               **Review and Approve First Reading of Updated Language  
for MVROP AR 4141 Salary Advancement Guidelines**

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**Background:**

As an educational institution, MVROP would like to offer some incentive for classified non-management employees to pursue continuing education including degree programs related to their current job assignment. The proposed guidelines (attached) for this program are in line with the program for certificated non-management employees.

The proposed language was presented at the March 16, 2017, Governing Board Meeting, Business & Finance #6.

**Current Status:**

Currently, salary advancement on the step and column for continuing education is only offered to certificated non-management employees.

**Fiscal Impact:**

The First Unit Advancement occurs when employees complete 30 units. The deadline for submitting verification would be 8/30/2017. Therefore, it is most likely that initial unit advance would occur in 2018-2019. The Fiscal Impact would be approximately \$5,000.

**Recommendation:**

Staff recommends approval of the advancement on Step and Column for continuing education including degree programs related to the classified non-management staff members' current job assignment. Once approved, a Board Policy will be presented to the Governing Council based upon the attached guidelines. The change will be incorporated into the 2017-18 budget, multiyear projections, and subsequent budgets.

Joyce Veasley	ROP Center	Business Services	Thomas Hanson
<b>Staff/Contact Person</b>	<b>Location</b>	<b>Department</b>	<b>Superintendent</b>



MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM/CENTER  
Certificated Personnel  
Salary Advancement Guidelines

A contracted certificated instructor may advance on the salary schedule by receiving college units after their hire date. All units received/completed prior to hire will count only for original placement on the salary schedule. All courses taken for unit advancement must be preapproved by the program manager.

Units for salary advancement may be acquired in the following ways:

1. Official proof of completion in a course, within one year of completion, from an accredited college, university, Commission on Teacher Credentialing (CTC)-approved professional preparation program, or MVROP. The course must be in an area related to the ~~teachers~~ teacher's credential or instructional area. ~~or to~~ Units used to advance to a college or university degree (A.A./A.S., B.A./B.S., M.A./M.S., PhD/Ed.D.) must also be related to the teacher's credential or instructional area. The course may not be paid for by the ROP. Courses taken at MVROP will be awarded one unit per 16 hours of attendance.
2. Participation on an officially approved Mission Valley ROP committee. Every 8 hours will equal .5 units of credit (or every 16 hours equals one unit of credit) with a maximum of 2 units per year count towards salary advancement. A form requesting unit credit for committee participation must be submitted within the year of participation and approved by the director of Educational Services. Only the hours for which the instructor was not paid may count for advancement. Regularly required job responsibilities, such as Advisory Committees, will not count for advancement. Some officially approved ROP committees are:
  - Teacher Evaluation Committee
  - Student-of-the-Year Awards Committee
  - ~~Budget Liaison~~ Leadership/Budget Committee
  - Safety Committee

For salary advancement to be effective 7/1 (only for 7/1 to 6/30 contracted instructors) verification of units must be received by 6/30.

For salary advancement to be effective 9/1, official verification must be received by 8/30. While the effective date of the salary increase may be 9/1, salary may not be paid until the 11/30 paycheck (but will still be retroactive to 9/1).

3. Courses required for the Designated Subjects Teaching Credential for which units are not awarded  
Example: CPR. The course may not be paid for by the ROP and must be taken on unpaid time. To receive credit in this area, complete the form "Request for Units from Committee Participation". Proof of completion must be attached to that form.

## MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM/CENTER

### Non-management Classified Personnel Salary Advancement Guidelines

A classified non-management staff member may advance on the salary schedule by receiving college units after their hire date. All courses taken for unit advancement must be preapproved by the Director of Business Services.

Units for salary advancement may be acquired in the following ways:

1. Official proof of completion in a course, within one year of completion, from an accredited college, university, or MVROP or conference that offers continuing education units. The continuing education units must be in an area related to the staff member's current job assignment. Units used to advance to a college or university degree (A.A./A.S., B.A./B.S., M.A./M.S., PhD/Ed.D) must also be related to the staff member's current job assignment. In order to receive credit towards salary advancement, the course may not be paid for by MVROP. Courses taken at MVROP or through conferences will be awarded one unit per 16 hours of attendance.
2. Participation on an officially approved Mission Valley ROP committee. Every 8 hours will equal .5 units of credit (or every 16 hours equals one unit of credit) with a maximum of 2 units per year count towards salary advancement. A form requesting unit credit for committee participation must be submitted within the year of participation and approved by the Director of Business Services. Only the hours for which the staff member was not paid may count for advancement. Some officially approved ROP committees are:
  - Leadership/Budget Committee
  - Safety Committee

For salary advancement to be effective 7/1 verification of units must be received by 6/30.

For salary advancement to be effective 9/1, official verification must be received by 8/30. While the effective date of the salary increase may be 9/1, salary may not be paid until the 11/30 paycheck (but will still be retroactive to 9/1).

Regulation Established:	November 5, 1992
Regulation Revised:	December 5, 1996
Regulation Adopted:	December 5, 1996
Revision, First Reading:	November 19, 2014
Revision, Second Reading	December 18, 2014
Regulation Adopted:	December 18, 2014
Revision, First Reading:	April 13, 2017



## **Business and Finance #5**

X   Information  
  X   Action  
      Presentation

**MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM  
BOARD OF EDUCATION**

**AGENDA ITEM  
Business & Finance #5**

**DATE OF BOARD MEETING:**      **April 13, 2017**

**TITLE:**                              **Review and Approve Bid for Auto Spray Booth**

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**Background:**

There is an existing paint spray booth for the Auto Body Painting and Refinishing program located on the Kennedy High School campus. This paint booth is over 40 years old and needs to be replaced. LCA Architects developed plans for the spray booth and there were multiple rounds of bidding that did not result in the project moving forward. In addition, MVROP contracted with a firm to provide an estimate of the true costs of the project.

**Current Status:**

The most recent round of bids was conducted on March 31, 2017. There were three bids and the lowest bid was offered by Mar Con Company in the amount of \$1,182,563. It is anticipated that once the bid is accepted, construction will begin prior to the end of the 2016-17 school year.

**Fiscal Impact:**

The projected cost for the constructing the Auto Spray Booth is \$1,250,000 including the following:

- Construction Fees-Mar Con Company
- Architectural-LCA Architects
- Other

**Recommendation:**

That the bid for the construction of the Auto Spray Booth from Mar Con Company be accepted.

Joyce Veasley	Business Services	Thomas Hanson
Staff Contact	Division	Superintendent, Mission Valley ROP

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# BID SUMMARY SHEET

PP-259-03-31-17

SPRAY BOOTH MVROP/KENNEDY HS

MARCH 31, 2017 @ 2:00 PM, PURCHASING DEPARTMENT

BIDDER	BASE BID	ADDENDUM 1	ADDENDUM 2	SUB LIST	NON-COLLUSION DECLARATION	WORKERS' COMP CERTIFICATION	SITE VISIT CERTIFICATION	BID BOND	PRE-BID SIGN IN
MAR CON CO	\$ 1,182,563	X	X	X	X	X	X	X	X
INTEGRA CONSTRUCTION SERVICES	\$ 1,595,934	X	X	X	X	X	X	X	X
FAST TRACK CONSTRUCTION	\$ 1,411,000	X	X	X	X	X	X	X	X

**LCA Architects  
590 Ygnacio Valley Road, #310  
Walnut Creek, CA 94596**

**SPRAY BOOTH  
MISSION VALLEY ROP/KENNEDY HS  
39999 Blacow Road  
Fremont, CA**

**March 28, 2017  
DSA Application No.: 01-114083  
Fremont Unified School District**

**Bid No.: PP-259-03-31-17**

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### **ADDENDUM NO. 2**

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The Following Changes, deletions, additions, and/or alterations in, on and to the drawings and specifications shall apply to proposals made for and to the execution of the various parts of the work affected thereby.

Careful Note of This Addendum shall be taken by all parties of interest so that the proper allowance may be made in all computations, estimates and contracts, and all trades affected shall be fully advised in the performance of the work which will be required of them.

In Case Of Conflict Between Drawings, specifications, and this Addendum, this Addendum shall govern. This Addendum supersedes all previous drawings, specifications, and instructions pertaining to the items.

Indicate receipt of this Addendum on Page 3 of Bid Proposal (Section 00310).

ADDENDUM CONSISTS OF ONE (1) TYPED PAGE AND ZERO (0) DRAWINGS.

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**ITEM 1. SEE ATTACHED ADDENDUM NO. 2 AS PREPARED BY LCA  
ARCHITECTS, DATED MARCH 28, 2017.**

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FREMONT UNIFIED SCHOOL DISTRICT  
MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM  
SPRAY BOOTH ENCLOSURE

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**ADDENDUM NO. 2**

**PROJECT:** Mission Valley ROP/  
Kennedy High School  
39999 Blacow Road  
Fremont, Ca. 94538

**DATE:** March 28, 2017

**OWNER:** Fremont Unified School District  
4210 Technology Drive  
Fremont, Ca. 94537

**DSA FILE NO.:** 1-17

**DSA APP. NO.:** 01-114083

Notice is hereby given to all prospective bidders that plans and specifications on the subject project are modified as hereinafter set forth. This Addendum shall be attached to and form a part of the plans and specifications. All bidders must acknowledge receipt of this addendum on the Bid Form. In case of difference with previous addenda or communications, this addendum takes precedence.

It is the responsibility of all bidders to notify all subcontractors from whom they request bids and from whom they accept bids of all changes contained in this addendum.

**BIDDER QUESTIONS AND ANSWERS:**

**1. Item No. 1**

**Question:** What is the engineer's estimate?  
**Answer:** There is no engineer's estimate for the project.

**2. Item No. 2**

**Question:** Is this a lump sum, single-prime GC bid?  
**Answer:** Yes- refer to Section 00310 of the Project Manual.

**3. Item No. 3**

**Question:** Will the bid documents be available on the District's website for download, and when?  
**Answer:** No, the bid documents will not be available on the District's website.

**4. Item No. 4**

**Question:** Does the project require a PLA (Project Liability Agreement) or PSA (Project Service Agreement)?  
**Answer:** No, the project does not require a Project Liability Agreement or a Project Service Agreement.



## **Business and Finance #6**



X   Information  
  X   Action  
      Presentation

**MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM  
BOARD OF EDUCATION**

**AGENDA ITEM  
Business & Finance #6**

**DATE OF BOARD MEETING:**      **April 13, 2017**

**TITLE:**                              **Review and Approve Continuing the Auto Spray Booth Project**

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**Background:**

LCA Architect developed plans for the Auto Spray Booth in 2013-14 including securing necessary DSA approvals.

**Current Status:**

The project was approved 1/27/2015. In order to proceed with the project, an extension must be requested by the Governing Council.

**Recommendation:**

That the Governing Council approve continuing the Auto Spray Booth project, DSA Application #01-114083.

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Joyce Veasley	Business Services	Thomas Hanson
Staff Contact	Division	Superintendent, Mission Valley ROP

**From:** Banaga, Rona@DGS <[Rona.Banaga@dgs.ca.gov](mailto:Rona.Banaga@dgs.ca.gov)>  
**Sent:** Wednesday, March 22, 2017 3:08 PM  
**To:** Therese Gain; [dbogstad@lca-architects.com](mailto:dbogstad@lca-architects.com)  
**Cc:** DSA A1 Close Out Team@DGS; Jim Morris; Carol Lemos; Lyang, Jyou-Ru@DGS  
**Subject:** Update for Application # 01-114083 Project Name: Mission Valley Regional Occupational Program

Good afternoon Facility Dir. Therese Gain, Arch. David Bogstad and team,  
I would like to give you an update on **Application # 01-114083**, Mission Valley Regional Occupational Program with Project Scope: Construction of 1-Spray Booth. This project was approved on 1/27/2015 and construction has not started ever since. DSA is giving the school district **thirty days** to decide if you want to continue the project or DSA will issue a void/cancel of the said project. If you have any questions or concerns, please feel free to contact me.

**Rona P. Bañaga**

Program Technician II, Certification Specialist

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***Certification Starts When Construction Begins***



**End of Board Packet**