

Mission Valley ROP
Thursday, June 15, 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, June 15, 2017
Regular Meeting (Open Session) – 4p.m.

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 Staff
- b. Written Communication
 - MVROP Spring/Summer 2017 Reflections Newsletter, June 12, 2017
- c. Public Comment
 - Blue Speaker Card – Items on the agenda
 - Green Speaker Card – Items not on the agenda
- d. Items from the Board

Consent Calendar:

- a. **Minutes:**
 - Approve minutes from the Governing Council meeting on May 18, 2017.
- b. **Business and Finance:**

B&F#1	Approve Purchase Orders over \$5,000
B&F#2	Approve Warrants \$5,000 and above
B&F#3	Adopt Resolution Number 5-1617 Accept Donations to Mission Valley ROP
B&F#4	Adopt Resolution Number 6-1617 Authorizing the Director of Business Services to Approve Year-End Budget Transfers
B&F#5	Approve Memorandum of Understanding between MVROP and the Tri-Cities One-Stop Career Center
B&F#6	Approve Services Agreement between MVROP and Dannis Woliver Kelly (DWK)
B&F#7	Approve ACOE 2017-18 School Services Consortium Intent to Participate

- 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:

Business and Finance #1

Information

Review MVROP Fiscal Update

Business and Finance #2

Information

Review CTEIG Financial Update

Business and Finance #3

Information/Action

Review and Approve CTEIG Major Projects for 2017-18

Motion: _____
Second: _____
Vote: _____

Business and Finance #4

Information/Action

Review and Approve First Reading of Updated Language for MVROP AR
BP 4253 Overtime Pay/Compensatory Time Off for Classified Employees

Motion: _____
Second: _____
Vote: _____

Business and Finance #5

Information/Action

Review and Approve MVROP Salary Schedule for 2017-18

Motion: _____
Second: _____
Vote: _____

Review and Approve Fall 2017 Governing Council Meeting Dates

Motion: _____
Second: _____
Vote: _____

Board Requests

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



Communication

MVROP REFLECTIONS NEWSLETTER



Spring / Summer 2017 | Date: June 13, 2017

ONE HOT SHOW

MVROP hosts numerous events throughout the school year for the community. A favorite among motor enthusiasts undoubtedly is the annual WHS Car Show, organized by the MVROP Automotive Technology students under the skillful watch of Doug Nahale. Each year this event greets guests with music, a sizable raffle, a canned food donation drive, and vehicles of all makes and models.

On May 6, the 14th annual occurrence of the car show had the Washington High parking lot packed with cars entered into the contest and community members milling around in admiration of the shiny and often voluble entries. It easily topped the attendance of previous shows and proved to be a fun, family-friendly event everyone enjoyed.



A GREEN GRADUATION

After three years of gardening, cooking, and learning everything they could in the Hospitality, Tourism, and Recreation industry career pathway, students in the KHS Green Ventures Academy celebrated their graduation. MVROP instructor Chef Moschetti is very proud of these students and says to look out for them in a kitchen near you this summer!



GREAT PROMISE

MVROP Nursing Assistant student Tammy Capristo is beaming. She is a recipient of the Ohlone Promise Scholarship. The scholarship



provides Tammy with a full ride as she continues her goal of earning a DNP (Doctor of Nursing Practice) in family medicine. As she prepares to graduate from NMHS next week, she reflects that after completing two ROP courses in the Medical Pathway, she knows her desired career and is thankful for her experience. When asked about her favorite part about the courses, Tammy smiled and without missing a beat exclaimed, "My externships! They helped me realize this is what I am meant to do."

GOT PATIENTS? WE HAVE NA GRADUATES!

On May 24 students in the MVROP Nursing Assistant program gathered with MVROP instructor Rene Brucker at the podium, to be recognized for their performance in the program. All students received clinical experience in a long-term care facility at Windsor County Drive Care Center in Fremont and multiple Assisted Living sites in the surrounding communities. MVROP wishes the best to these students as they enter the health care field as a result of their CTE training.



SGT. RODRIGUES LEAVES A LEGACY



CTE programs at MVROP tout instructors who come from industry eager to share their vast experience with the students of the Fremont,

Newark, and New Haven Unified School Districts. The process and important Business and Advisory connections it takes to first launch those programs is a perfect example of how the Law Enforcement and Homeland Security Program was elevated to a new level with the valued partnership of the Union City Police Department and Sgt. Stan Rodrigues.

The curriculum for this popular program was re-designed and polished by MVROP and Sgt. Rodrigues over eight years ago and offered at the JLHS campus. Sgt. Rodrigues then found himself in uniform, standing in front of a room full of teenagers every week, guiding, sharing, and encouraging students who shared a genuine interest in public services. He did this while juggling his demanding full-time position at the Union City Police Department, his role as the Union President, a lengthy commute, and family life. To say he has maintained a full plate and consumed a mass amount of caffeine is an understatement. While it is a sad occurrence when MVROP must try to fill the shoes of someone who has been the heart of a program's success, like Sgt. Rodrigues has, we are thankful for the years he has given so much to the students of MVROP. We wish Sgt. Rodrigues all the best as he departs MVROP at the end of this school year. However, do not be surprised to see him pop in the classroom when we need a savvy substitute teacher to keep the classroom working like clockwork come next school year.

CELEBRATING STUDENT SUCCESS IN CTE



Each year MVROP hosts a special ceremony where students in CTE programs are selected by their instructors to be honored for their achievements. This event, boasts an attendance of over 500 people, custom deserts for guests created by the Culinary Arts programs, student sound and photo crews, awards for 150 students in CTE career pathways, and four CTE scholarships. The evening kicked off with MVROP student alumni Captain Frederick Bobbitt, Jr., from the Fremont Police Department, who shared his personal journey to success and where it all started: a MVROP Law Enforcement program. His message to the students being honored that evening was one grounded in hard work, personal growth, and inspiration to always chose to challenge one's self.

The newest addition to the evening's celebration- four 2017 Student of the Year CTE Scholarships. Thanks to the generosity of the Fremont Chamber, Levy Promotions, and TGIF Body Shop MVROP was able to present scholarships to four worthy students who also received Student of the Year awards. Please join MVROP in congratulating: Christopher Chang (AHS), Randall Redor (JLHS), Samantha Martinez (WHS), and Justin Gonzales (JLHS).

MVROP is honored to recognize these students and applaud their continued success. To see pictures from our ceremony click [here](#).

BRIDGEPOINT HIGH GAINS NEW PROGRAM

Bridgepoint High students had the entire campus buzzing about the sweet smells wafting from their classroom ovens as they perfected their made-from-scratch cinnamon buns. Students rolled up their sleeves in the newest CTE program on campus run by Chef Amanda Rose to learn about Culinary Arts. This new venture on campus is the latest of programs that has been added in the Tri-City area by MVROP. MVROP administrators are pleased with the response from NUSD administrators and students from the short time it has been available this year. Next year will also prove to be fruitful as word travels around the campus regarding the skills that are learned and the foods that result from the lessons. It is safe to say the kitchen at BHS is bustling and quite the popular program to have on a student schedule.



DVA STUDENTS DOMINATE FILM FESTIVALS

Crafting a short story that can connect with others and earn accolades is not an easy feat to accomplish. Many cinematographers and directors alike in Hollywood strive to do this everyday with mixed results.

Digital Video Production Arts students from the ROP Center Campus entered three videos into the 2017 SLED Shorties Film Festival with very positive response.

To view these award-winning videos click on the film title.

"Hey, what's that?"

by Victoria McJunkin & Mason Frost
Finalist- Challenge "One Take"
Category

"The Currents of Society"

by Carrington Robertson
"Best Narrative" Award

"So Special"

by Av'yone Clinton
Finalist- Documentary Category

Students in the MVROP Digital Video Production Arts program on the IHS campus came together to help raise awareness about mental health issues that affect many in our community. The result of their hard work were impressive public awareness videos which caught the attention of the Mental Health Matters contest judges.

"Make a Ripple"

First Place Regional Winner
Second Place Finalist Winner in CA

"Unnoticed"

Suicide Prevention Category-
2nd Place (Regional)

"Smile"

Honorable Mention

"The Reason"

Honorable Mention

Let's give a round of applause for these excellent student films making a difference in the community.

CONLEY-CARABALLO HIGH



LUNCHEON LEAVES GUESTS SMILING

The third annual Conley-Caraballo HS Luncheon hosted by the MVROP Culinary Arts program students and Chef Nelson is an event that administrators, school personnel and special guests anticipate with excitement. The kitchen was bustling with activity: pots boiling, meat searing, mouth-watering deserts being plated, and servers entertaining guests while bringing course after course of a made-from-scratch menu on May 17th. This is for an excellent reason- each year it never disappoints. For this year's luncheon, students created a four course menu which boasted: a bruschetta appetizer, a fresh salad, lemon-pepper chicken served with fettuccine, finished off with bananas foster adorned with macaroons and gelato.

Students felt a great sense of accomplishment following the luncheon as they greeted their guests at the conclusion of the meal. Now they can apply their new culinary skills for mom and dad at home!

FOLLOW MVROP ON SOCIAL MEDIA

Curious about what's trending in CTE?

Follow MVROP on social media to see our classrooms, student success, and upcoming events! Click the icons below to follow, like, share, tweet and repeat!





Consent Calendar



Minutes

**Regular Meeting of the Governing Council
Mission Valley Regional Occupational Center/ Program
Thursday, May 18, 2017**

Member Sweeney called the meeting to order at 4:04 pm.

Present:

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

Approval of Agenda:

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

Communication:

a. Items from Staff:

- Superintendent Hanson shared:
 - MVROP has met with all JPA high schools regarding 2017-18 school year enrollment. MVROP Administration has a stable picture of the total student numbers we will see in classrooms.
 - Superintendent Hanson and Director Adams-Hart met with NUSD Superintendent Sanchez to discuss plans to maximize CTE services and ensure full utilization of all program seats available for the 2017-18 school year.
 - MVROP hosted the 14th annual WHS Car Show on Saturday, May 6. It was the largest turnout to date thanks to the hard work of Doug Nahale and his Automotive Technology students.
 - Final preparations for the 2017 MVROP Student of the Year Ceremony are nearly complete. The ceremony will take place on Tuesday, May 23 at 7p.m. in the grand ballroom of the Fremont Marriott Silicon Valley Hotel. Ms. Aldinger has added the presentation of four scholarships for students for the night of the ceremony.
 - The first pre-construction meeting was held for the spray booth. A request for inspector approval will be brought to the Governing Council in June. The anticipated timeline for construction is June through December of 2017.

b. Oral Communication:

MVROP Director of Educational Services, Cliff Adams-Hart gave a presentation detailing MVROP's preparation to support the JPA Districts regarding Educational Code 8087 Compliance to the Governing Council.

c. Written Communication:

MVROP PR Administrator Allison Aldinger shared the following written communication items:

- *Letter from Alameda County Office of Education re: 2016-17 Second Interim Report, May 1, 2017*
- *"Mission Valley ROP Presents the 14th Annual WHS Car Show", MVROP Event Announcement, May 6, 2017*
- *"Mission Valley ROP the 2017 Student of the Year Ceremony", MVROP*

Event Announcement, May 23, 2017

MVROP Director of Business Services, Joyce Veasley answered subsequent inquiries regarding:

- *Letter from Alameda County Office of Education re: 2016-17 Second Interim Report, May 1, 2017*

d. Items from the Board:

Member Thomas inquired about the status of the Culinary Arts program on the Bridgepoint High Campus. Superintendent Hanson reported that the program was running successfully with positive feedback from the administration and new instructor. Continued improvements will take place in the classroom for the following school year.

Member Kaur shared NHUSD has selected Arlando Smith as the new Superintendent of New Haven Unified School District.

e. Public Comment:

None

Consent Calendar:

Business and Finance Consent #6, Approve CTEIG Projects for 2017-18, was pulled for discussion by Member Thomas. The Governing Council requested a separate presentation coincide with the item for the June 15, 2017 meeting.

Member Thomas made a motion to approve the Consent Calendar, excluding Business and Finance #6. Member Kaur made a second to approve the motion. Members voted 3-0 to approve the Consent Calendar, excluding Business and Finance #6.

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.

Governing Council Members referred back to Business and Finance #6 and the need for a presentation which details:

- All CTEIG and facilities projects to date and future plans
- Funding sources specified
- Regular updates so Governing Council Members can best track all spending taking place

This item is information only.

Business and Finance #3**Review and Approve Second and Final
Reading of Updated Language for MVROP
AR 4141 Salary Advancement Guidelines**

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

Member Thomas made a motion to approve Business and Finance #3, Review and Approve Second and Final Reading of Updated Language for MVROP AR 4141 Salary Advancement Guidelines. Member Kaur made a second to approve the motion. Members voted 3-0 to approve Business and Finance #3, Review and Approve Second and Final Reading of Updated Language for MVROP AR 4141 Salary Advancement Guidelines.

Business and Finance #4**Review and Receive Preliminary
Budget 2017-18**

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

This item is information only.

Board Requests:

None

Adjourn to Closed Session: 5:17 p.m.

Reconvene to Open Session: 6:03 p.m.

No action was taken.

The meeting was adjourned at 6:03 p.m.

Larry Sweeney, President

Nancy Thomas, Vice President

Sharan Kaur, Clerk



Business and Finance

Includes Purchase Orders dated 04/26/2017 - 06/03/2017 ***

Board Meeting Date June 15, 2017

PO Number	Vendor Name	Description	Location	Account Number	Account Amount
PO Type PO					
PO17-01638	SMART & FINAL	Open PO	ROP Center	96-6387-0-6000-1000-4300-867-800-6608	136.00
PO17-01640		Open PO		96-6387-0-6000-1000-4300-867-800-6621	9,220.00
PO17-05600	AMAZON.COM	Open PO		96-6387-0-6000-1000-4300-854-800-6621	8,500.00
				96-6387-0-6000-1000-4300-867-800-6608	7,843.00
Total Number of POs					3
Total for PO Type PO					25,699.00

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.

020 - Fremont Unified School District

Generated for Kim Youngberg (KYOUNGBERG), Jun 7 2017

9:55AM

Includes Purchase Orders po17-07460 - po17-07532; dated 04/26/17 - 06/03/17 *** Board Meeting Date June 15, 2017

PO Number	Vendor Name	Description	Location	Account Number	Account Amount
PO Type PO					
PO17-07460	MAR CON BUILDERS, INC.	Auto Spray Booth construction	ROP Center	96-6387-0-6000-8500-8600-860-6701	1,182,563.00
PO17-07470	SUT'S SUPERIOR	Emergency PO for Underground Tank	Transportation	01-0000-0-0000-8600-5640-590-590-0591	14,040.00
	UNDERGROUND TANK	Repair			
PO17-07474	WATERS MOVING & STORAGE INC	MOVING SERVICES HR RENOVATION	Human Resources	01-0374-0-0000-8500-5904-600-500-4374	17,999.00
PO17-07483	VILA CONSTRUCTION COMPANY	WALTERS MIDDLE SCHOOL CONY.	Facilities & Construction	21-0725-0-0000-8500-6240-046-540-8445	10,469,700.00
		MEASURE E BOND			
PO17-07487	RIDDELL ALL AMERICAN SPORTS	Refurbish Athletic Gear	Kennedy (John E.) High	01-0000-0-1110-1000-5660-052-052-0010	8,076.57
	GO				
PO17-07490	COLLEGE BOARD	AP EXAM	Washington High	01-9393-0-1110-1000-4300-054-054-4393	62,853.00
PO17-07494	YMCA OF THE REDWOODS CAMP	2016-2017 SCIENCE CAMP	Millard (Steven) Elementary	01-9420-0-1110-1000-4300-020-020-4000	24,707.00
	CAMP				
PO17-07604	DUTRA LANDSCAPE & GARDENING	LANDSCAPING	Mission San Jose High	01-0000-0-0000-8400-5801-053-053-0010	13,880.00
	JOE				
PO17-07511	SCHOLASTIC BOOK FAIRS 13	BOOK FAIR	Ardenwood Elementary	01-0000-0-0000-8400-5801-053-053-0512	8,300.00
PO17-07513	UGERWEB OF LIFE FIELD	Balance of science camp	Cabrillo Elementary	01-9439-0-1110-1000-4300-039-039-4000	11,667.73
	SCHOOL				
PO17-07515	OFFICE DEPOT BUSINESS	Open PO for IHS Summer School	Secondary Education	01-0003-0-1110-1000-4300-051-440-0263	5,820.00
	DIVISION				
PO17-07524	MINDSET WORKS INC	SUMMER SUCCESS Thornton JHS	State & Federal	01-3010-0-1110-1000-4200-045-460-1001	6,555.00
PO17-07525	NINYO & MOORE	Geotechnical testing	ROP Center	96-6387-0-6000-8500-6203-860-800-6701	13,852.00
PO17-07528	SARAH J KOENEN	Cognitive Coaching PD	Curriculum & Instruction	01-0001-0-0000-2100-5801-420-420-0207	24,200.00
PO17-07532	INSPECTACON CORPORATION	DSA Project Inspection Services	ROP Center	96-6387-0-6000-8500-8244-860-800-6701	72,000.00
Total Number of POs					45
Total for PO Type PO					1,268,415.00

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

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), Jun 5 2017

4:27PM

Checks Dated 04/26/2017 through 06/03/2017					Board Meeting Date June 15, 2017	
Check Number	Check Date	Pay to the Order of	Fund-Resource-Object-Location-Cost Center		Expensed Amount	Check Amount
50937774	05/17/2017	DELTA DENTAL CLIENT SERVICES	96-	-9560- -	3,812.43	
			96-	-9561- -	75.47	
			96-	-9562- -	922.39	
50937773	05/17/2017	DELTA DENTAL INS. COMPANY ACCOUNTS RECEIVABLE	96-	-9564- -	347.13	
50939376	05/25/2017	CalPERS	96-0000-3701-860-6019		5,764.18	
50939270	05/25/2017	SAVE MART SUPERMARKET FILE# 33486-01	96-0000-4300-860-6010		28.06	
50925208	05/03/2017	AMERICAN EXPRESS LOAD# 028230 FOR DELL MARKETING LP V003504	96-0000-4300-860-6013		127.58	
50925343	05/03/2017	SMART & FINAL	96-0000-4300-860-6013		35.96	
50937736	05/17/2017	ALLIED AUTO STORES	96-0000-4300-860-6013		95.36	
50937855	05/17/2017	OFFICE DEPOT BUSINESS DIV-2	96-0000-4300-860-6013		424.96	
50939193	05/25/2017	ALLIED AUTO STORES	96-0000-4300-860-6013		115.40	
50939244	05/25/2017	DALE HARDWARE (DCIS)	96-0000-4300-860-6013		27.20	
50939270	05/25/2017	SAVE MART SUPERMARKET FILE# 33486-01	96-0000-4300-860-6013		19.94	
50939337	05/25/2017	OFFICE DEPOT BUSINESS DIV-2	96-0000-4300-860-6013		9.23	
50926368	05/10/2017	SHI INTERNATIONAL CORP	96-0000-4310-860-6005		826.65	
50939238	05/25/2017	COMPUTER PRO	96-0000-4310-860-6005		49.16	
50937855	05/17/2017	OFFICE DEPOT BUSINESS DIV-2	96-0000-4400-860-6013		1,563.42	
50926074	05/10/2017	CLIFFORD ADAMS HART	96-0000-5210-860-6001		174.89	
50925132	05/03/2017	JACKLYNN R. SPRAGUE	96-0000-5220-860-6001		23.33	
50926138	05/10/2017	PEGGY NUTZ	96-0000-5220-860-6001		96.67	
50926159	05/10/2017	MICHAEL TRAN	96-0000-5220-860-6005		8.13	
50926345	05/10/2017	PACIFIC GAS & ELECTRIC CO	96-0000-5510-860-6013		10,283.02	
50937859	05/17/2017	PACIFIC GAS & ELECTRIC CO	96-0000-5510-860-6013		158.82	
50937905	05/17/2017	SPURR	96-0000-5520-860-6013		1,435.15	
50926184	05/10/2017	ALAMEDA CO WATER DISTRICT	96-0000-5530-860-6013		137.44	
50937733	05/17/2017	ALAMEDA CO WATER DISTRICT	96-0000-5530-860-6013		145.22	
50937874	05/17/2017	AMERICAN EXPRESS LOAD# 028230 FOR V REPUBLIC SVCS	96-0000-5550-860-6013		45.02	
50937880	05/17/2017	SAFETY KLEEN SYSTEMS INC	96-0000-5550-860-6013		1,542.83	
50926322	05/10/2017	MEDWASTE CALIFORNIA	96-0000-5560-860-6013		45.00	
50937874	05/17/2017	AMERICAN EXPRESS LOAD# 028230 FOR V REPUBLIC SVCS	96-0000-5560-860-6013		1,217.89	
50925356	05/03/2017	TECHNICAL SAFETY SERVICES INC	96-0000-5640-860-6013		260.00	
50926308	05/10/2017	KRATOS PUBLIC SAFETY & SECURITY SOLUTIONS INC	96-0000-5640-860-6013		607.50	
50937752	05/17/2017	CALIFORNIA LANDSCAPES	96-0000-5640-860-6013		795.00	
50937897	05/17/2017	SONITROL	96-0000-5640-860-6013		134.00	
50939386	05/25/2017	US BANK EQUIPMENT FINANCE	96-0000-5670-860-6013		627.14	
50926207	05/10/2017	ARAMARK UNIFORM SERVICES	96-0000-5801-860-6013		76.69	
50939202	05/25/2017	ARAMARK UNIFORM SERVICES	96-0000-5801-860-6013		74.60	
50939376	05/25/2017	CalPERS	96-0000-5801-860-6013		69.57	
50926324	05/10/2017	MINUTEMAN PRESS	96-0000-5802-860-6010		702.19	
50937769	05/17/2017	CRAIGS LIST	96-0000-5804-860-6013		75.00	

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.

ESCAPE ONLINE

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Checks Dated 04/26/2017 through 06/03/2017

Board Meeting Date June 15, 2017

Check Number	Check Date	Pay to the Order of	Fund-Resource-Object-Location-Cost Center	Expensed Amount	Check Amount
50937907	05/17/2017	STATE OF CALIFORNIA JUSTICE ACCOUNTING SVCS	96-0000-5813-860-6013	32.00	
50925309	05/03/2017	PDQ.COM CORPORATION	96-0000-5816-860-6005	450.00	
50926285	05/10/2017	GLOBAL KNOWLEDGE TRAINING LLC	96-0000-5816-860-6005	2,494.88	
50926382	05/10/2017	TEAMVIEWER GMBH	96-0000-5816-860-6005	976.00	
50926407	05/10/2017	ZOHO CORPORATION	96-0000-5816-860-6005	1,075.00	
50937919	05/17/2017	TECHSMITH	96-0000-5816-860-6005	369.27	
50926330	05/10/2017	MRC SMART TECHNOLOGY SOLUTIONS	96-0000-5910-860-6013	7.98	
50939207	05/25/2017	AT&T	96-0000-5920-860-6013	667.94	
50926159	05/10/2017	MICHAEL TRAN	96-0000-5921-860-6013	20.00	
50937768	05/17/2017	AMERICAN EXPRESS LOAD# 028230 FOR VENDOR 001125	96-0000-5930-860-6005	746.11	
50939236	05/25/2017	COMCAST	96-0000-5940-860-6005	166.23	
50926338	05/10/2017	OFFICE DEPOT	96-0000-8699-000-0000	191.53	
50925351	05/03/2017	BOARD OF EQUALIZATION SPECIAL TAXES AND FEES	96-0000-9507- -	2,821.29	
50926281	05/10/2017	FRYS ELECTRONICS ATTN JOAN ACCOUNTS RECEIVABLE	96-6387-4300-851-6503	145.16	
50925328	05/03/2017	SAFEWAY INC	96-6387-4300-851-6621	383.57	
50925343	05/03/2017	SMART & FINAL	96-6387-4300-851-6621	33.40	
50926355	05/10/2017	SAFEWAY INC	96-6387-4300-851-6621	157.59	
50937881	05/17/2017	SAFEWAY INC	96-6387-4300-851-6621	64.48	
50937894	05/17/2017	SMART & FINAL	96-6387-4300-851-6621	83.47	
50939371	05/25/2017	SMART & FINAL	96-6387-4300-851-6621	121.67	
50937894	05/17/2017	SMART & FINAL	96-6387-4300-852-6621	660.88	
50925343	05/03/2017	SMART & FINAL	96-6387-4300-854-6621	173.32	
50926355	05/10/2017	SAFEWAY INC	96-6387-4300-854-6621	11.97	
50926367	05/10/2017	SMART & FINAL	96-6387-4300-854-6621	179.94	
50939371	05/25/2017	SMART & FINAL	96-6387-4300-854-6621	624.38	
50926190	05/10/2017	ALLIED AUTO STORES	96-6387-4300-854-6703	559.84	
50937736	05/17/2017	ALLIED AUTO STORES	96-6387-4300-854-6703	107.00	
50937743	05/17/2017	AUTOMOTIVE ELECTRONICS SERVICE	96-6387-4300-854-6703	360.52	
50937805	05/17/2017	HARBOR FREIGHT TOOLS	96-6387-4300-854-6703	260.89	
50937810	05/17/2017	HOME DEPOT CREDIT SERVICES DEPT 32-2500091081	96-6387-4300-854-6703	845.06	
50937896	05/17/2017	SNAP ON INDUSTRIAL DIVISION OF IDSC HOLDINGS LLC	96-6387-4300-854-6703	5,294.06	
50926355	05/10/2017	SAFEWAY INC	96-6387-4300-856-6621	59.95	
50926367	05/10/2017	SMART & FINAL	96-6387-4300-856-6621	451.94	
50939371	05/25/2017	SMART & FINAL	96-6387-4300-856-6621	137.73	
50926211	05/10/2017	B&H PHOTO VIDEO REMITTANCE PROCESSING CTR	96-6387-4300-860-6101	1,236.49	
50926360	05/10/2017	SCHOOL OUTFITTERS	96-6387-4300-860-6507	947.31	
50939249	05/25/2017	DIGILENT INC	96-6387-4300-860-6507	720.10	

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Checks Dated 04/26/2017 through 06/03/2017				Board Meeting Date June 15, 2017	
Check Number	Check Date	Pay to the Order of	Fund-Resource-Object-Location-Cost Center	Expensed Amount	Check Amount
50925208	05/03/2017	AMERICAN EXPRESS LOAD# 028230 FOR DELL MARKETING LP V003504	96-6387-4300-860-6601	63.80	
			96-6387-4300-860-6602	127.58	
50926397	05/10/2017	W.S. DARLEY & CO	96-6387-4300-860-6602	1,386.52	
50937785	05/17/2017	FIRE SAFETY USA INC	96-6387-4300-860-6602	288.00	
50939361	05/25/2017	SCBA SAFETY CHECK INC.	96-6387-4300-860-6603	99.40	
50926329	05/10/2017	MOORE MEDICAL LLC	96-6387-4300-860-6609	205.02	
50926220	05/10/2017	BIO CORPORATION	96-6387-4300-860-6610	459.71	
50926210	05/10/2017	AUTOBODY TOOLMART	96-6387-4300-860-6701	2,251.51	
50926250	05/10/2017	CP LAB SAFETY	96-6387-4300-860-6701	242.15	
50937726	05/17/2017	AB SUPPLY	96-6387-4300-860-6701	281.00	
50937742	05/17/2017	AUTOBODY TOOLMART	96-6387-4300-860-6701	2,849.90	
50937751	05/17/2017	CALIFORNIA COLOR SOURCE	96-6387-4300-860-6701	831.82	
50939188	05/25/2017	AIRGAS USA LLC	96-6387-4300-860-6701	36.31	
50937896	05/17/2017	SNAP ON INDUSTRIAL DIVISION OF IDSC HOLDINGS LLC	96-6387-4300-860-6703	1,585.97	
50937910	05/17/2017	AMERICAN EXPRESS LOAD# 028230 FOR V SUMMIT RACING	96-6387-4300-860-6703	463.73	
50939193	05/25/2017	ALLIED AUTO STORES	96-6387-4300-860-6703	124.80	
50939338	05/25/2017	OREILLY AUTO PARTS	96-6387-4300-860-6703	21.84	
50937810	05/17/2017	HOME DEPOT CREDIT SERVICES DEPT 32-2500091081	96-6387-4300-860-6706	2,200.69	
50925299	05/03/2017	OFFICE DEPOT BUSINESS DIV-2	96-6387-4300-860-6998	678.02	
50926341	05/10/2017	OFFICE DEPOT BUSINESS DIV-2	96-6387-4300-860-6998	17.67	
50937808	05/17/2017	HERFF JONES LLC.	96-6387-4300-860-6998	1,266.54	
50937855	05/17/2017	OFFICE DEPOT BUSINESS DIV-2	96-6387-4300-860-6998	2,016.28	
50939337	05/25/2017	OFFICE DEPOT BUSINESS DIV-2	96-6387-4300-860-6998	2.39	
50939248	05/25/2017	DICK BLICK ART MATERIALS	96-6387-4300-862-6507	53.89	
50925265	05/03/2017	LAERDAL MEDICAL CORPORATION	96-6387-4300-862-6616	637.10	
50925175	05/03/2017	B&H PHOTO VIDEO REMITTANCE PROCESSING CTR	96-6387-4300-864-6101	791.29	
50926211	05/10/2017	B&H PHOTO VIDEO REMITTANCE PROCESSING CTR	96-6387-4300-864-6101	664.46	
50925216	05/03/2017	AMERICAN EXPRESS LOAD# 028230 FOR VENDOR# 003334	96-6387-4300-864-6601	95.26	
50925343	05/03/2017	SMART & FINAL	96-6387-4300-864-6621	432.26	
50926297	05/10/2017	IN A NUTSHELL	96-6387-4300-864-6621	110.00	
50926367	05/10/2017	SMART & FINAL	96-6387-4300-864-6621	1,087.79	
50939270	05/25/2017	SAVE MART SUPERMARKET FILE# 33486-01	96-6387-4300-864-6621	299.07	
50939371	05/25/2017	SMART & FINAL	96-6387-4300-864-6621	675.18	
50925339	05/03/2017	SEARS COMMERCIAL ONE DEPT 53 2001872938	96-6387-4300-865-6621	1,146.42	
50925343	05/03/2017	SMART & FINAL	96-6387-4300-865-6621	30.81	
50926355	05/10/2017	SAFEWAY INC	96-6387-4300-865-6621	91.83	
50937881	05/17/2017	SAFEWAY INC	96-6387-4300-865-6621	106.58	
50937894	05/17/2017	SMART & FINAL	96-6387-4300-865-6621	76.06	
50939359	05/25/2017	SAFEWAY INC	96-6387-4300-865-6621	51.67	

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Checks Dated 04/26/2017 through 06/03/2017				Board Meeting Date June 15, 2017	
Check Number	Check Date	Pay to the Order of	Fund-Resource-Object-Location-Cost Center	Expensed Amount	Check Amount
50939371	05/25/2017	SMART & FINAL	96-6387-4300-865-6621	42.49	
50926329	05/10/2017	MOORE MEDICAL LLC	96-6387-4300-867-6608	488.41	
50926367	05/10/2017	SMART & FINAL	96-6387-4300-867-6608	35.27	
50939322	05/25/2017	MOORE MEDICAL LLC	96-6387-4300-867-6608	26.26	
50926367	05/10/2017	SMART & FINAL	96-6387-4300-867-6621	438.39	
50926384	05/10/2017	TRIMARK ECONOMY RESTAURANT FIX	96-6387-4300-867-6621	964.28	
50939270	05/25/2017	SAVE MART SUPERMARKET FILE# 33486-01	96-6387-4300-867-6621	23.53	
50939371	05/25/2017	SMART & FINAL	96-6387-4300-867-6621	1,178.29	
50925248	05/03/2017	HARBOR FREIGHT TOOLS	96-6387-4300-867-6703	559.01	
50925312	05/03/2017	POWER DISTRIBUTORS LLC	96-6387-4300-867-6703	710.75	
50926292	05/10/2017	HARBOR FREIGHT TOOLS	96-6387-4300-867-6703	586.70	
50937867	05/17/2017	POWER DISTRIBUTORS LLC	96-6387-4300-867-6703	59.82	
50939282	05/25/2017	HARBOR FREIGHT TOOLS	96-6387-4300-867-6703	586.18	
50937925	05/17/2017	TRIMARK ECONOMY RESTAURANT FIX	96-6387-4300-868-6621	5,292.25	
50939256	05/25/2017	EAST BAY RESTAURANT SUPPLY INC	96-6387-4300-868-6621	668.88	
50939359	05/25/2017	SAFEWAY INC	96-6387-4300-868-6621	368.45	
50939371	05/25/2017	SMART & FINAL	96-6387-4300-868-6621	176.91	
50926281	05/10/2017	FRYS ELECTRONICS ATTN JOAN ACCOUNTS RECEIVABLE	96-6387-4310-851-6503	25.14	
50939274	05/25/2017	FRYS ELECTRONICS ATTN JOAN ACCOUNTS RECEIVABLE	96-6387-4310-851-6503	76.45	
50925364	05/03/2017	AMERICAN EXPRESS LOAD# 028230 FOR V TROXELL	96-6387-4310-854-6621	568.10	
			96-6387-4310-864-6202	632.15	
			96-6387-4310-867-6703	1,893.77	
50937926	05/17/2017	AMERICAN EXPRESS LOAD# 028230 FOR V TROXELL	96-6387-4310-867-6703	159.08	
50937810	05/17/2017	HOME DEPOT CREDIT SERVICES DEPT 32-2500091081	96-6387-4400-852-6621	1,125.22	
50925244	05/03/2017	GRAINGER	96-6387-4400-854-6703	1,102.99	
50937743	05/17/2017	AUTOMOTIVE ELECTRONICS SERVICE	96-6387-4400-854-6703	8,301.91	
50937896	05/17/2017	SNAP ON INDUSTRIAL DIVISION OF IDSC HOLDINGS LLC	96-6387-4400-854-6703	2,237.64	
50926211	05/10/2017	B&H PHOTO VIDEO REMITTANCE PROCESSING CTR	96-6387-4400-860-6106	622.56	
50925186	05/03/2017	BULLEX INC	96-6387-4400-860-6602	9,127.78	
50937785	05/17/2017	FIRE SAFETY USA INC	96-6387-4400-860-6602	1,250.91	
50925175	05/03/2017	B&H PHOTO VIDEO REMITTANCE PROCESSING CTR	96-6387-4400-864-6101	628.95	
50925339	05/03/2017	SEARS COMMERCIAL ONE DEPT 53 2001872938	96-6387-4400-865-6621	908.53	
50926384	05/10/2017	TRIMARK ECONOMY RESTAURANT FIX	96-6387-4400-867-6621	2,986.04	

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Checks Dated 04/26/2017 through 06/03/2017

Board Meeting Date June 15, 2017

Check Number	Check Date	Pay to the Order of	Fund-Resource-Object-Location-Cost Center	Expensed Amount	Check Amount
50937925	05/17/2017	TRIMARK ECONOMY RESTAURANT FIX	96-6387-4400-868-6621	7,035.43	
50925208	05/03/2017	AMERICAN EXPRESS LOAD# 028230 FOR DELL MARKETING LP V003504	96-6387-4410-860-6005	806.62	
50926368	05/10/2017	SHI INTERNATIONAL CORP	96-6387-4410-860-6005	1,539.07	
50925208	05/03/2017	AMERICAN EXPRESS LOAD# 028230 FOR DELL MARKETING LP V003504	96-6387-4410-860-6507	2,508.49	
			96-6387-4410-860-6613	5,786.93	
50925345	05/03/2017	SHI INTERNATIONAL CORP	96-6387-4410-860-6613	1,732.39	
50926206	05/10/2017	AMERICAN EXPRESS LOAD# 028230 FOR VENDOR APPLE # 000491	96-6387-4410-864-6621	210.26	
50939201	05/25/2017	AMERICAN EXPRESS LOAD# 028230 FOR VENDOR APPLE # 000491	96-6387-4410-867-6110	45,545.05	
50926385	05/10/2017	AMERICAN EXPRESS LOAD# 028230 FOR V TROXELL	96-6387-4410-867-6703	1,364.55	
50937926	05/17/2017	AMERICAN EXPRESS LOAD# 028230 FOR V TROXELL	96-6387-4410-867-6703	709.05	
50925046	05/03/2017	DANIEL AMARAL	96-6387-5210-860-6703	116.63	
50925181	05/03/2017	BJ TRAVEL	96-6387-5210-868-6621	320.00	
50937666	05/17/2017	RAYMOND MCDONELL	96-6387-5220-860-6101	237.01	
50926152	05/10/2017	JANAY SHEPHERD	96-6387-5220-860-6606	109.14	
50939094	05/25/2017	IRENE BRUCKER	96-6387-5220-860-6610	31.89	
50937691	05/17/2017	JONATHAN J. SABANGAN	96-6387-5220-864-6202	21.83	
50926162	05/10/2017	MIMI VAN KIRK	96-6387-5220-867-6507	55.35	
50926161	05/10/2017	DHANA L. UPPULA	96-6387-5220-867-6608	101.12	
50937815	05/17/2017	ISING'S CULLIGAN-LIVERMORE	96-6387-5630-860-6998	32.30	
50937776	05/17/2017	DIVERSIFIED LABORATORY REPAIR	96-6387-5650-860-6506	938.57	
50939291	05/25/2017	HUNTER SERVICE	96-6387-5650-860-6703	1,621.89	
50939290	05/25/2017	HUNTER ENGINEERING ATTN: TOM BIBB	96-6387-5650-867-6703	351.20	
50925364	05/03/2017	AMERICAN EXPRESS LOAD# 028230 FOR V TROXELL	96-6387-5801-854-6621	2,150.00	
50926207	05/10/2017	ARAMARK UNIFORM SERVICES	96-6387-5801-854-6703	68.61	
50926342	05/10/2017	OHLONE COMMUNITY COLLEGE DISTRICT	96-6387-5801-860-6998	14,600.00	
50925364	05/03/2017	AMERICAN EXPRESS LOAD# 028230 FOR V TROXELL	96-6387-5801-864-6202	1,950.00	
50926181	05/10/2017	AC TRANSIT DISTRICT ATTN: TREASURY DEPT	96-6387-5810-860-6606	42.00	
50926333	05/10/2017	NETSUPPORT INC	96-6387-5815-851-6503	30.96	
			96-6387-5815-853-6110	31.25	
			96-6387-5815-856-6110	30.96	
			96-6387-5815-860-6101	30.10	
			96-6387-5815-860-6506	26.66	
			96-6387-5815-860-6507	25.80	
			96-6387-5815-860-6609	12.04	
			96-6387-5815-860-6610	12.04	
			96-6387-5815-860-6613	26.66	

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Checks Dated 04/26/2017 through 06/03/2017				Board Meeting Date June 15, 2017	
Check Number	Check Date	Pay to the Order of	Fund-Resource-Object-Location-Cost Center	Expensed Amount	Check Amount
50926333	05/10/2017	NETSUPPORT INC	96-6387-5815-862-6115	31.82	
			96-6387-5815-862-6507	25.80	
			96-6387-5815-862-6616	12.90	
			96-6387-5815-864-6202	31.82	
50925211	05/03/2017	DEREIS CONSTRUCTION	96-6387-6240-854-6703	29,790.00	
50926298	05/10/2017	INSPECTACON CORPORATION	96-6387-6244-854-6703	24,700.00	
50925181	05/03/2017	BJ TRAVEL	96-6387-9330- -	260.96	
50926224	05/10/2017	CSUEB-PLTW COLLEGE OF SCIENCE CASHIER'S OFFICE SA 1200	96-9601-5210-860-6506	3,000.00	
50925281	05/03/2017	MISSION VALLEY ROP//HOSA CHAPT ER	Cancelled		1,238.73 *
Cancel	1	1,238.73	Total Number of Checks	121	272,156.33

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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<u> </u>	Information
<u> X </u>	Action
<u> </u>	Presentation

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

**A G E N D A I T E M
B&F #3**

DATE OF BOARD MEETING: June 15, 2017

TITLE: Adopt Resolution No. 5-1617
 Accept Donations to Mission Valley ROP

Background:

Education Code 635160 authorizes governing boards of any school district to initiate and carry on any program, activity or to act otherwise in any manner that is not in conflict with or inconsistent with or preempted by any law and that is not in conflict with the purpose for which school districts are established. Acceptance of gifts to the school district is within the permissive authority granted Boards of Education in the permissive code embodied in Education Code 35160.

Current Status:

<u>Donated to</u>	<u>Donated by</u>	<u>Item(s)</u>	<u>Value</u>
EMR	Student	Check	\$ 10.00
Medical Assist	Stunent	Check	\$ 12.00
ROP	Jonas Dino	8 CPR mannequins	\$ 1770.00

Recommendation:

Staff recommends acceptance of the aforementioned donations to Mission Valley Regional Occupational Program.

<u>Joyce Veasley, 657-1865</u>	<u>ROP Center</u>	<u>Bus. Svcs. Thomas Hanson</u>
Staff Contact Person	Department	Division Superintendent

FOR MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

Karen Monroe
County Superintendent of Schools
313 West Winton Avenue
Hayward, CA 94544-1198

Fremont, California

Date: June 15, 2017

Pursuant to the provision of the Education Code Section 42600, we, the undersigned, constituting a majority of the members of the governing board of the above-named district, do hereby transmit this resolution requesting an increase in income of said school district for the following reasons:

Local Income - Donations

<hr/>		
INCOME APPROPRIATION	ACCOUNT NO.	AMOUNT
Local Income	96-0000-0-0000-0000-8699-xxx-000-xxxx	\$ 22
EXPENDITURE APPROPRIATION	ACCOUNT NO.	AMOUNT
EMR - Jacquez	96-0000-0-6000-1000-4300-860-800-6603	\$ 10
Medical Assisting - Cimino	96-0000-0-6000-1000-4300-860-800-6609	\$ 12
		<hr/> \$ 22

Respectfully submitted,

Clerk of the Governing Council
Mission Valley ROP
Alameda County, State of California

_____ Request Approved

_____ Not Approved

____ Information
 X Action
____ Presentation

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

**AGENDA ITEM
B&F #4**

Date of Board Meeting: June 15, 2017

**TITLE: Adopt Resolution No. 6-1617
 Authorizing the Director of Business Services to Approve
 Year-End Budget Transfers**

Background:

Education Code Section 42601 provided for the transfer of funds between major accounts and funds by the County Superintendent of Schools to permit payment of year-end obligations.

This Education Code Section has been modified, eliminating authorization for year-end blanket transfers. This could create a problem with the District meeting its year-end obligations.

Current Status:

Education Code Section 35161 gives the Board of Education the authority to delegate its authority for approving year-end transfers. Staff recommends the Board of Education delegate its authority to make these transfers to the Director of Business Services, Mission Valley ROP. A report will be made to the Board of Education by September 2017, showing the final adjusted budget and final actual expenditures.

Rationale:

This action will ensure the District will be able to meet its year-end obligations.

Recommendation:

Staff recommends adoption of Resolution 6-1617 authorizing the Director of Business Services, Mission Valley ROP, the authority to approve year-end budget transfers.

Joyce Veasley	ROP Center	Business Services	Thomas Hanson
Staff Contact	Location	Division	Superintendent

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

AGENDA ITEM

B&F # 5

Date of Board Meeting: **June 15, 2017**

TITLE: **Memorandum of Understanding between the Tri-Cities One-Stop Career Center and Mission Valley ROP**

Background:

For years, Mission Valley ROP was a mandated partner of the Tri-Cities One-Stop Career Center in accordance with the Workforce Investment Act (WIA). That federal legislation was reauthorized and renamed the Workforce Innovation and Opportunity Act (WIOA) where we are not mandated partners with the One-Stop, however, we are still “highly encouraged” by the Alameda County Workforce Development Board to find avenues to work together. So as there has been a change in federal language, there has not been a change in the regional expectations of Mission Valley and One-Stop to do real work together.

Current Status:

Mission Valley ROP and The Tri-Cities One-Stop Career Center have created a Memorandum of Understanding specifying the partnering services that are mutually agreeable and feasible for the period of July 1, 2017, through June 30, 2018.

Fiscal Impact:

The cost of services not to exceed \$77,000.

Recommendation:

MVROP recommends approval of the Memorandum of Understanding with The Tri-Cities One-Stop Career Center and Mission Valley ROP.

Joyce Veasley
Staff Contact

Business Services
Division

Thomas Hanson
Superintendent

Memorandum of Understanding (MOU)
for the 2017-2018 school year

By this agreement made and entered into between Mission Valley Regional Occupational Program (hereinafter referred to as MVROP) and the Tri-Cities One Stop Career Center (hereinafter referred to as One-Stop) at Ohlone College (hereinafter referred to as Ohlone), in consideration of mutual covenants, the parties hereto agree as follows:

- A. **PURPOSE OF MOU:** The purpose of this MOU is to outline the joint efforts between the One-Stop and MVROP to provide access for MVROP students and teachers to One-Stop resources. Workforce Innovation and Opportunity Act (WIOA) funding only provides One-Stop access to adult clients, therefore, if MVROP wishes to gain access to One-Stop resources for juveniles while enrolled in CTE programs at MVROP, a fee for services agreement is needed.
- B. **DESCRIPTION OF SERVICES:** One Stop staff will provide teacher and staff training and resources about Ohlone College's Certificate and Degree programs. Provide instruction to MVROP students in areas of career readiness workshop series in classrooms and at designated centers within the Tri-Cities Areas. This effort will target three specific areas for MVROP student and staff. 1) Provide career expert knowledge and consultation to Career Centers at each of the five high schools in Fremont, one high school in Newark and one high school in Union City. One Stop staff will provide onsite supports to these schools. 2) Each High School will receive regular, tailored attention to bolster community college information and updated career pathways implementation. 3) Identified MVROP classes will received in-class tutorials on Job Readiness workshop series, which cover a variety of labor market information and job search strategies. Specifically, Business and Professional Development teachers at each of the JPA's continuation high schools will receive regular programming on Job Readiness workshop modules, prepared and presented by the One Stop.

Specialized calendars of activities/event will be created to implement the successful and effective effort between teachers and staff at each site.

- C. **One-Stop OBLIGATIONS:** One-Stop will provide the supervision and preparation time for staff to implement programming in each of the three areas of MVROP programming described above.
- D. **MVROP OBLIGATIONS:** MVROP will pay for services as they are provided on a monthly basis not to exceed \$77,000. A description of the typical month of fees for service are as follows. Services may include any of the following:

Job Readiness Workshop Series:

The curriculum is set to highlight the foundation of students understanding of the process of obtaining employment when students are ready for the professional world of work. By participating in the Job Readiness Workshop Series, students will have an understanding and information about planning for career pathways. In addition, students will learn to

access available career resources both in-person and online. Students will complete a Portfolio for career pathways including Self-Assessment, Qualifications, Resume, Labor Market Research, Interview Preparation and Job Search knowledge. Direct connection between high school and the One-Stop system is an emphasis to inform students of the resources available beyond high school years.

1. Choosing Your Lifestyle

- a. Introduction (Set)
- b. California Career Zone: <https://www.cacareerzone.org/budget/>
- c. Assessing Your Job Skills
- d. Home Work: Complete the California Career zone on your own, choose 5 Occupations that Match with your interest and skills.

Objective: Students will identify their own marketable skills.

Outcomes:

- 1- Students will complete the self-assessment skills worksheet and occupational awareness.

2. Starting Your Career

- a. Intro and Reflect
- b. Career Pathways Ideas: <http://cacareercafe.com/explore/>
- c. Draw My Life Demo
- d. Activity: Student Draw My Life
- e. Sharing Lives: Validation of life experiences
- f. Reflection and Lesson Learned

Objective: Student will define their own career paths based on their own interest and life experiences.

Outcomes:

- 1- Students will pull from their own experiences interest and values to make career decisions.

3. Finding Your Job Leads

- a. Intro and Reflection
- b. Virtual Recruiters: <https://Facebook.com/mvrop.wrp>
<https://www.facebook.com/trisha.tran9887>
 - i. Connect with us
- c. Social Media impact on employment:
<http://theundercoverrecruiter.com/infographic-how-recruiters-use-social-media-screen-applicants/>
- d. Resources online and offline.
 - i. Networking in their circle and beyond.

Objective: Students will be exposed to resources for Labor Market Information and the use of social media in effective and safe manner.

Outcomes:

1- Students will know how to utilize job boards effectively.

4. Creating Your Resume

- a. Intro and Reflection
- b. Resume trends: Past Versus Present
- c. Activity: Breaking down the Job Description
 - i. Circle skills already have
 - ii. Underline Skills need to develop
- d. Breaking down the Resume Structures
 - i. Headers: Voicemail, email address, Linked In
 - ii. Developing Skill section
- e. Develop a Professional Statement
- f. Homework: Put your Resume together.

Objective: Students will learn about resume and begin to develop their resume.

Outcomes:

- 1- Students will assess their qualification for their chosen career.
- 2- Student will complete the first part of the resume development.

5. Perfecting Your Interview

- a. Intro and Reflect
- b. Activity: Candidate Selection
- c. Interview 101
- d. Demonstration of effective interviewee

Objective: Students will discover effective strategies/techniques to prepare interview.

Outcome:

- 1- Demonstrate at least one method of researching for an interview and ability to respond to interview questions.

6. Funding for Your Future

- a. Financial Aid Resources
- b. Additional Scholarship Information
- c. Completing application

Career Centers Technical Assistance Sessions:

One Stop is committed to provide expert knowledge on career information and provide students with resources pertaining career choices and labor market information. Beyond direct job readiness instruction to students, One Stop is to collaborate with the Career Technician at each of the local high schools to provide technical assistance. The technical assistance sessions are designed to support and share information with Career Technicians on current labor market information, CTE programs at Ohlone, and current job readiness techniques. Below are a list of career readiness workshops available to local high school career technicians to select for their students. One-stop staff will

coordinate with interested career technician to provide selected workshops on-site at local high schools.

1. Job Search Trends for Youth

- Learning Objective: Students will determine best practice accordant to general trends of labor market and job search strategies.
- Outcomes: Student will identify resources they may utilized for career development.

2. Career Interest Exploration & Decoding Your Result

- Learning Objective: Students will compare their own career interest versus career assessment inventories.
- Outcomes: Student will be able to identify their career interests based on self-assessment inventories.

3. Exploring Career Outlook

- Learning Objective: Students will be able to define 2 sites to explore career outlook.
- Outcomes: Student will identify career pathways according to outlook research.

4. Building a Professional Resume

- Learning Objective: Students will understand the trends and effective resume template.
- Outcomes: Student will begin creating and designing their own resume.

5. Resume Critique

- Learning Objective: Students will apply the trends and template to their resume
- Outcomes: Student will improve their resume.

6. Delivering a Captivating Interview

- Learning Objective: Students will gain resources and trends for effectively formulate interview answers.
- Outcomes: Student will practiced interview.

7. Virtual Interview Practice

- Learning Objective: Students will learn about the trends of Virtual Interview Practice and utilized appropriate tools and online resources for this. .
- Outcomes: Student will practiced virtual interview.

8. Mock Interview

- Learning Objective: Students will practice effective interview.
- Outcomes: Student will practiced interview skill as a group.

9. Professionalism 101

- Learning Objective: Students will define in discussion the definition of professionalism.
- Outcomes: In group discussion, students share their definition of professionalism in the work place.

10. Finance Your Future

- Learning Objective: Students will understand more about resources to pay for colleges and different options to finance higher education
- Outcomes: Student will know resources to access federal aids for college.

11. Using Social Network for Job Search

- Learning Objective: Students will utilized social media to enhance their job search.
- Outcomes: Student will practice connecting with each other and interested job sites online effectively.

12. Linked In Now!

- Learning Objective: Students will learn about LinkedIn and it role in building a professional social network on and off line.
- Outcomes: Students will create an account on LinkedIn and start connecting with each other's.

Open House Event:

To further bridge the gap, the One-Stop will host an annual Ohlone College open house event for students from all three continuation high schools; Robertson, Conley-Caraballo, and Bridgepoint, during spring 2018. The Open House Event aims at providing students with information pertaining to Ohlone College academic programs and student support services. Students will participate in a peer-mentor led campus tour of Ohlone College Newark Center and made aware of Ohlone College counseling services, financial aid programs, and admissions process. Students will also learn about other student support programs to include but not limited to; Extended Opportunity Programs and Services (EOP&S), Ohlone College Puente Project, and the Career Center.

Representatives at Ohlone College will provide students an overview of the following academic programs: (subject to change)

- Science, Engineering, and Mathematics Division
- Information Communication Technology
- Multimedia
- Radio Broadcasting
- Registered Nurse

The goal is to have up to 200 students from Robertson High School, Conley-Caraballo High School, and Bridgepoint High School attend the Open House Event. For many students, this event provides the first opportunity to be on a college campus.

Estimate below is an anticipated costs on monthly invoice:

Billing Period: SAMPLE 2017	
Tri-Cities One-Stop Career Center	
Monthly Service Invoice	
Name of Course/Date:	
Location:	
Total Instruction Hours	20
Total Course Prep Hours	6
Consultations, Meetings, Special Events/Date:	
Total Consultation/Meeting/Special Event Hours	3
Contracted Amount	
Expenses	
Monthly Lecture Instruction	\$3,000.00
Monthly Consultations/Meetings/Special Events	\$450.00
Coordination/Prep Hours	\$900.00
Benefits (20%)	\$870.00
Instructional Supplies	\$100.00
Non-Instructional Supplies	\$0.00
Other Operating Expenses	\$0.00
Monthly Program Expenses	\$5,320.00
Direct and Indirect Adm. Services Expenses (20% of Monthly Program Expenses)	\$1,064.00
Total Monthly Expenses	\$6,384.00

- E. **One-Stop AND MVROP VISION:** The collaborative effort between One Stop and MVROP is to raise students' awareness about continuing education and career pathways as well as the additional resources beyond the academic setting of the high school (i.e. Community Colleges and University).
- F. **PERIOD OF MOU:** This MOU will be in effect for 180 instructional days during the period August 30, 2017 through June 15, 2018 as required by the One-Stop instructional calendar for teachers.

GENERAL TERMS AND CONDITIONS:

- G. **INDEMNIFICATION:** One-Stop and MVROP agree to indemnify, defend, and save harmless the other local education agency's officers, agents, employees, and volunteers from any and all claims and losses accruing or resulting to any and all persons, firms, or corporations furnishing or supplying work, services, materials, or supplies in connection with the performance of this agreement and from any and all claims and licenses resulting to any person, firm, or corporation who may be injured or damaged by One-Stop or MVROP in the performance of this agreement.
- H. **INSURANCE:** One-Stop and MVROP will maintain general liability insurance, automobile coverage, and workers compensation coverage in such an amount as may be reasonably necessary to assure compliance with the indemnification provision, herein above.
- I. **NON-DISCRIMINATION:** No discrimination shall be made in the employment of persons under this agreement because of race, religion, sex, age, national origin, ancestry, political affiliations, disability, medical condition, marital status, or sexual orientation.
- J. **SUCCESSORS AND ASSIGNS:** This agreement shall be binding on the administrators, successors, and assigns of the respective parties.
- K. **FINGERPRINTING AND CRIMINAL RECORDS CHECK:** MVROP and One-Stop shall comply with the provisions of Education code section 45125.1 regarding the submission of employee fingerprints with the California Department of Justice and the completion of criminal background investigations of its employees.
- L. **HEALTH EXAMINATIONS:** No person shall be initially allowed to interact with students unless he/she has placed on file with the appropriate local education agency a certificate from a licensed physician indicating that a tuberculosis examination in accordance with education Code 49406.
- M. **CHANGES OR ALTERATIONS:** No changes, alterations, or variations of any kind to this agreement are authorized without the written consent of both local education agencies.
- N. **COMMUNICATIONS:** Communications between the parties to this Agreement may be sent to the appropriate local education agency's main office addressed to the following.

Daniel Newell
Director, Tri-Cities One-Stop
Ohlone College
39399 Cherry Street, Room 1211
Newark, CA 94560

Thomas Hanson
Superintendent
Mission Valley ROP
5019 Stevenson Boulevard
Fremont, CA 94538

O. **UNDERSTANDING AND ACCEPTANCE OF THE PARTIES:** this Agreement constitutes the entire understanding of the parties. One-Stop and MVROP signatures below signify both an understanding and acceptance of the contract provisions.

P. ONE-STOP REPRESENTATIVE

MVROP REPRESENTATIVE

1. Director, One-Stop

Director, Educational Services

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

Date Signed: _____

Date Signed: _____

2.

Director, Business Services

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

Date Signed: _____

Date Signed: _____

3.

Superintendent

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

Date Signed: _____

Date Signed: _____

X Information
X Action

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

AGENDA ITEM

B&F # 6

Date of Board Meeting: **June 15, 2017**

TITLE: **Approve Services Agreement between MVROP and Dannis Woliver Kelley (DWK)**

Background:

MVROP has been using the services of Dannis Woliver Kelley, formerly known as Miller Brown & Dannis, to represent, advise, counsel, prepare periodic reviews of relevant court decisions, legislation, and other legal issues. In addition, Dannis Woliver Kelley have kept current and in force at all times a policy covering incidents of legal malpractice. The services agreement between MVROP and Dannis Woliver Kelly will expire June 30, 2017.

Current Status:

A new Services Agreement between Mission Valley ROP and Dannis Woliver Kelley is recommended. The services provided to MVROP will remain unchanged for 2017-2018. The contract will be effective July 1, 2017, through June 30, 2018, and continuing thereafter as approved.

Fiscal Impact:

\$3,500 based on \$140 - \$350 hourly rate.

Recommendation:

Staff recommends approval of the Services Agreement between Mission Valley ROP and Dannis Woliver Kelley for the 2017-2018 school year.

Joyce Veasley	ROP Center	Business Services	Thomas Hanson
Staff Contact	Location	Division	Superintendent



DANNIS WOLIVER KELLEY

Attorneys at Law

MATTHEW J. TAMEL

Attorney at Law

mtamel@DWKesq.com

San Francisco

May 24, 2017

Thomas Hanson
Superintendent
Misson Valley ROP
5019 Stevenson Blvd
Fremont, CA 94538

Re: 2017-18 Agreement for Professional Services

Dear Mr. Hanson:

Thank you for the opportunity to provide legal advice and counsel services to the Misson Valley ROP. As a law firm that represents exclusively school and community college districts, we understand the vital role our services play in the important work you do.

We look forward to serving the District in the coming school year. Please sign both originals of the agreement and return one signed original to our office in the envelope provided. Please insert the date of Board approval in the executed document.

Best regards,

DANNIS WOLIVER KELLEY

Matthew J. Tamel

MJT:er

Enclosures

SAN FRANCISCO

275 Battery Street
Suite 1150
San Francisco, CA 94111
TEL 415.543.4111
FAX 415.543.4384

LONG BEACH

115 Pine Avenue
Suite 500
Long Beach, CA 90802
TEL 562.366.8500
FAX 562.366.8505

SAN DIEGO

750 B Street
Suite 2310
San Diego, CA 92101
TEL 619.595.0202
FAX 619.702.6202

NOVATO

1682 Novato Boulevard
Suite 251
Novato, CA 94947
TEL 415.543.4111
FAX 415.543.4384

CHICO

2485 Notre Dame Boulevard
Suite 370-A
Chico, CA 95928
TEL 530.343.3334
FAX 530.924.4784

SACRAMENTO

555 Capitol Mall
Suite 645
Sacramento, CA 95814
TEL 916.978.4040
FAX 916.978.4039

SAN LUIS OBISPO

1065 Higuera Street
Suite 301
San Luis Obispo, CA 93401
TEL 805.980.7900
FAX 916.978.4039

AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement is made and entered into on July 1, 2017, by and between the Misson Valley ROP, hereinafter referred to as District, and Dannis Woliver Kelley, a professional corporation, hereinafter referred to as Attorney.

In consideration of the promises and the mutual agreements hereinafter contained, District and Attorney agree as follows:

SCOPE OF SERVICES. District appoints Attorney to represent, advise, and counsel it from July 1, 2017, through and including June 30, 2018, and continuing thereafter as approved. Any services performed during the period between the above commencement date and the date of Board action approving this Agreement are hereby ratified by said Board approval. Attorney agrees to prepare periodic reviews of relevant court decisions, legislation, and other legal issues. Attorney agrees to keep current and in force at all times a policy covering incidents of legal malpractice.

CLIENT DUTIES. District shall be truthful with Attorney, cooperate with Attorney, keep Attorney informed of developments, perform the obligations it has agreed to perform under this Agreement and pay Attorney bills in a timely manner.

FEES AND BILLING PRACTICES. Except as hereinafter provided, District agrees to pay Attorney two hundred twenty-five dollars (\$225) to three hundred ten dollars (\$310) per hour for shareholders, special counsel and of counsel; one hundred eighty-five dollars (\$185) to two hundred twenty-five dollars (\$225) per hour for associates; and one hundred twenty dollars (\$120) to one hundred forty dollars (\$140) per hour for paralegals and law clerks. The rate for Gregory J. Dannis will be three hundred fifty dollars (\$350) per hour. Rates for individual attorneys may vary within the above ranges depending on the level of experience and qualifications and the nature of the legal services provided. Substantive communications advice (telephone, voice-mail, e-mail) is billed in a minimum increment of one-tenth (.1) of an hour, except for the first such advice in any business day, which is charged in a minimum of three-tenths (.3) of an hour. In the course of travel it may be necessary for Attorney to work for and bill other clients while in transit. If, during the course of representation of District, an insurance or other entity assumes responsibility for payment of all or partial fees of Attorney on a particular case or matter, District shall remain responsible for the difference between fees paid by the other entity and Attorney's hourly rates as specified in this Agreement unless otherwise agreed by the parties.

Agreements for legal fees at other than the hourly rate set forth above may be made by mutual agreement for special projects or particular scopes of work.

OTHER CHARGES. District further agrees to reimburse Attorney for actual and necessary expenses and costs with respect to providing the above services, including support services such as copying costs, express postage, and facsimile transmittals. District agrees that such actual and necessary expenses may vary according to special circumstances necessitated by request of District or emergency conditions which occasionally arise.

District further agrees to pay third parties, directly or indirectly through Attorney, for major costs and expenses including, but not limited to, costs of serving pleadings, filing fees and other charges assessed by courts and other public agencies, arbitrators' fees, court reporters' fees, jury fees, witness fees, investigation expenses, consultants' fees, and expert witness fees. Upon mutual consent of District and Attorney, District may either advance or reimburse Attorney for such costs and expenses.

Occasionally Attorney may provide District officials and/or employees with food or meals at Attorney-sponsored trainings or when working with District officials and/or employees. Attorney may provide such food or meals without additional charge in exchange for the consideration provided by the District under this Agreement.

BILLING STATEMENT. Attorney shall send District a statement for fees and costs incurred every calendar month. Attorney's statements shall clearly state the basis thereof, including the amount, rate and basis for calculations or other methods of determination of Attorney's fees. District shall pay Attorney's statements within thirty (30) days after each statement's date. Upon District office's request for additional statement information, Attorney shall provide a bill to District no later than ten (10) days following the request. District is entitled to make subsequent requests for bills at intervals of no less than thirty (30) days following the initial request.

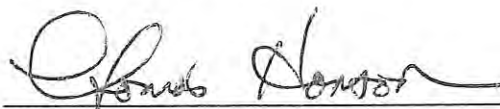
INDEPENDENT CONTRACTOR. It is expressly understood and agreed to by both parties that Attorney, while carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and is not an employee of the District.

CONFLICT OF INTEREST. Because Attorney represents many school and community college districts, county offices of education, joint powers authorities, SELPAs and other educational entities, conflicts of interest may arise in the course of Attorney's representation. If Attorney becomes aware of any potential or actual conflicts of interest, Attorney will inform the District of the conflict and comply with the legal and ethical requirements to fulfill its duties of loyalty and confidentiality to District. If District has any question about whether Attorney has a conflict of interest in its representation of District in any matter, it may contact Attorney or other legal counsel for clarification.

TERMINATION OF CONTRACT. District or Attorney may terminate this Agreement by giving thirty (30) days written notice of termination to the other party.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement for Professional Services.

MISSION VALLEY ROP



Thomas Hanson
Superintendent

6/5/17
Date

DANNIS WOLIVER KELLEY



Matthew J. Tamel
Attorney at Law

June 2, 2017
Date

At its public meeting of _____, 2017, the Board approved this Agreement and authorized the Board President, Superintendent or Designee to execute this Agreement.

AGREEMENT FOR PROFESSIONAL SERVICES

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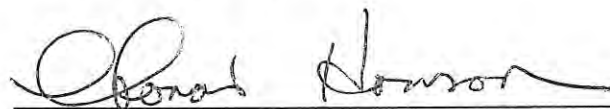
INDEPENDENT CONTRACTOR. It is expressly understood and agreed to by both parties that Attorney, while carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and is not an employee of the District.

CONFLICT OF INTEREST. Because Attorney represents many school and community college districts, county offices of education, joint powers authorities, SELPAs and other educational entities, conflicts of interest may arise in the course of Attorney's representation. If Attorney becomes aware of any potential or actual conflicts of interest, Attorney will inform the District of the conflict and comply with the legal and ethical requirements to fulfill its duties of loyalty and confidentiality to District. If District has any question about whether Attorney has a conflict of interest in its representation of District in any matter, it may contact Attorney or other legal counsel for clarification.

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IN WITNESS WHEREOF, the parties hereto have signed this Agreement for Professional Services.

MISSON VALLEY ROP



Thomas Hanson
Superintendent

6/5/17

Date

DANNIS WOLIVER KELLEY

Matthew J. Tamel
Attorney at Law

Date

At its public meeting of _____, 2017, the Board approved this Agreement and authorized the Board President, Superintendent or Designee to execute this Agreement.

X Information
 X Action
 Presentation

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

AGENDA ITEM

B&F # 7

Date of Board Meeting: **June 15, 2017**

TITLE: **Approve ACOE 2017-18 School Consortium Intent to Participate**

Background:

MVROP is part of a 20-member consortium of Alameda County school districts that contract with School Services of California to provide consulting services. Services coordinated by the ACOE include information on major school finance and policy issues, revenue calculations, and analysis of revenue expenditure issues.

Current Status:

The annual agreement requires that school districts sign an agreement to participate and deduct fees depending upon the number of participants.

Fiscal Impact:

\$2,280

Recommendation:

Staff recommends approval of the agreement with Alameda County Office of Education.

Joyce Veasley	ROP Center	Business Services	Thomas Hanson
Staff Contact	Location	Department	Superintendent

**Alameda County Office of Education
School Services of California Consortium – 2017/18
Notice to Interested School Districts & ROPs**

ACOE is renewing the Consortium Contract with School Services of California. Please indicate your district's intent to participate by completing the information below.

Intent to Participate

It is the intent of the MISSION VALLEY ROP School District to participate in the School Services Consortium for the period of July 1, 2017 through June 30, 2018. I understand that ACOE will journal the charge to my district for the entire cost of the contract in December 2017. The cost for each participating district is \$2,280.00. (This is an estimate based on all current participants. Should the number of entities increase or decrease, there could be a change in the cost per district.) All districts & ROPs that wish to participate must sign this intent form, including those that have participated in the past. A district may terminate this agreement prior to June 30, 2018 with a 30-day written notice. The district shall be liable for any costs accrued up to the date of cancellation.

Or,

No, the _____ School District
participates under its own contract with SSC, or does not wish to participate in the upcoming fiscal year.

JOYCE VEASLEY
Name of District CBO


District CBO Signature

6/7/17
Date

Please return this form no later than **July 1, 2017** to: Sylvia de la Cruz, District Business & Advisory Services, Room 348.

Thank you.

Online districts only - please complete full Escape account code below:

Fund	Obj	Res	Goal	Fun	Loc	Mgr	Yr	Opt

AGREEMENT FOR SPECIAL SERVICES
Fiscal Budget Services
Consortium

This is an Agreement between the **ALAMEDA COUNTY OFFICE OF EDUCATION**, hereinafter referred to as "County," and **SCHOOL SERVICES OF CALIFORNIA, INC.**, hereinafter referred to as "Consultant," entered into as of July 1, 2017.

RECITALS

WHEREAS, the County needs assistance regarding issues of school finance, legislation, school budgeting, and general fiscal issues; and

WHEREAS, the Consultant, is professionally and specially trained and competent to provide these services; and

WHEREAS, the authority for entering into this Agreement is contained in Section 53060 of the Government Code and such other provisions of California law as may be applicable;

NOW, THEREFORE, the parties to this Agreement do hereby mutually agree as follows:

1. Consultant agrees to perform such duties relating to issues of school finance, including:
 - a. Delivery of "one copy" of each edition of the *Fiscal Report* containing information on issues of school finance, budgets, or practices that impact school district fiscal policies, and one copy of the booklet *Analysis of the Governor's Proposals for the State Budget and K-12 Education*
 - b. The option of receiving information on Consultant's website regarding major school finance and policy issues
 - c. An analysis of all major school finance/fiscal legislation and reports on its legislative/executive branch progress
 - d. Twenty-eight (28) hours of service annually as the County directs on fiscal issues, including: analysis of specific district revenue or expenditure issues, analysis of specific legislative or regulatory issues, and a "quick query" service to provide telephone response to specific fiscal questions of the County.

Services for which the base service hours may not be used, include: mandate questions; County-specific economy, efficiency, or management consulting services, including, but not limited to, efficiency or management studies, demographic or school facility studies, special education studies, fiscal health analysis; and/or an in-depth budget review; direct collective bargaining or factfinding assistance, fiscal analysis for purposes of collective bargaining, legislative representation or advocacy; appearance as an expert witness; provision of depositions or declarations for district legal issues; major customized research projects or studies; or, on-site speeches or presentations.
 - e. Preliminary school district revenue calculation using the online tools available on the Consultant's website for use in determining the projected revenue funding level soon after the budget is adopted based on the major annual school finance legislation

- f. Participation at the Consultant's client rate at the Consultant's school finance conferences and workshops
2. The County agrees to pay the Consultant for services rendered under this Agreement:
 - a. \$47,220 annually, plus expenses, payable at \$3,935 per month, plus expenses upon billings from Consultant
 - b. For all requested services in excess of twenty-eight (28) direct service hours as indicated in Item 1d above in a 12-month period, the applicable hourly rate for the person(s) performing the services shall apply
 - c. "Hours" are defined as hours of direct service to the County, as well as reasonable travel time to and from the County's site
 - d. "Expenses" are defined as actual, out-of-pocket expenses, such as travel, meals, shipping, and duplication of materials
3. The County agrees that any information received from Consultant shall be for the use of the County and the districts in the County Consortium only and shall not be provided by the County to other districts over 500 average daily attendance (ADA). Districts under 500 ADA are eligible to receive service as deemed appropriate by the County Office (see Attachment A).
4. This Agreement shall be for the period of one year, beginning July 1, 2017 and terminating June 30, 2018. This Agreement may be terminated prior to June 30, 2018 by either party on thirty (30) days' written notice. In the event that the County elects to terminate services at the end of the Agreement, the County shall give a 30-day written notice of nonrenewal. Consultant will provide continuing services for 90 days after the expiration date of the Agreement or until the County provides written notice. The County is responsible for these accrued charges and Consultant may bill these additional days. In the case of cancellation, the County shall be liable for any costs accrued to the date of cancellation.
5. It is expressly understood and agreed to by both parties that Consultant, while carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and is not an employee of the County.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as indicated below:

BY: _____

Alameda County Office of Education

DATE: _____

5/25/17

BY: _____

ROBERT D. MIYASHIRO
Vice President
School Services of California, Inc.

DATE: May 15, 2017

CONSORTIUM 2017	ATTACHMENT <i>Districts Over 500 ADA</i>
Alameda City USD	1.
Albany City USD	2.
Berkeley USD	3.
Castro Valley USD	4.
Dublin USD	5.
Emery USD	6.
Fremont USD	7.
Hayward USD	8.
Livermore Valley Joint USD	9.
Mountain House ESD (<i>Under 500 ADA</i>)	
New Haven USD	10.
Newark USD	11.
Oakland USD	12.
Piedmont City USD	13.
Pleasanton USD	14.
San Leandro USD	15.
San Lorenzo USD	16.
Sunol Glen USD (<i>Under 500 ADA</i>)	
Mission Valley ROP	17.
Eden Area ROP	18.
Monthly district/ROP rate (\$190 x 18):	\$3,420.00
Annual district/ROP rate:	41,040.00
Annual county office rate:	<u>6,180.00</u>
Alameda COE consortium rate for 2017	\$47,220.00
Monthly consortium rate:	\$3,935.00

*100% participation of districts over 500 ADA is required (either through consortium membership or through district direct services.)
Please call Consultant regarding any changes that might need to be made. Thank you.*

Alameda County Office of Education
Estimated Cost Analysis/District
2017/18

District Name	Contact	Title	Email	Over 500 ADA?
Alameda City USD	Shariq Khan	CBO	skhan@alameda.k12.ca.us	Yes
Albany USD	Allan Garde	CBO	agarde@ausdk12.org	Yes
Berkeley USD	Javetta Cleveland	Deputy Supt.	javetta_cleveland@berkeley.net	Yes
Castro Valley USD	Dr. Candi Clark	Asst. Supt. Business Services	cclark@cv.k12.ca.us	Yes
Dublin USD	Claudio "Joe" Sorreira	Asst. Supt. Business Services	sorrajoe@gmail.com	Yes
Emery USD	Dora Siu	Fiscal Director	Dora.siu@emeryusd.k12.ca.us	Yes
Fremont USD	Raul Parungao	Associate Superintendent	rparungao@fremont.k12.ca.us	Yes
Hayward USD	Luci Rogers	CFO	lrogers@husd.k12.ca.us	Yes
Livermore Valley	Susan Kinder	CBO	skinder@lvjUSD.k12.ca.us	Yes
New Haven USD	Akur Varadarajan	CBO	avaradarajan@nhusd.k12.ca.us	Yes
Newark USD	Bryan Richards	CBO	brichards@newarkunified.org	Yes
Oakland USD	Vernon Hal	Senior Business Officer	vernon.hal@ousd.k12.ca.us	Yes
Piedmont USD	Song Chin-Bendib	Asst. Supt. Business Services	schinbendib@piedmont.k12.ca.us	Yes
Pleasanton USD	Micaela Ochoa	Interim Superintendent	mchoa@pleasantonusd.net	Yes
San Leandro USD	Kevin Collins	Asst. Supt. Business & Operations	kcollins@slusd.us	Yes
San Lorenzo USD	Annette Heldman	Asst. Supt. Business Services	aheldman@slusd.org	Yes
Eden Area ROP	Marites Fermin	Business Manager	mfermin@edenrop.org	Yes
Mission Valley ROP	Joyce Veasley	Director of Business Services	jveasley@mvrop.org	Yes
			Total Over 500 ADA	18
Alameda COE	Jeff Potter	Interim CBO	jpottter@acoe.org	1 COE
Mtn. House ESD	Dina Stewart	Director II	dstewart@acoe.org	Incl. under 500 ADA
Sunol Glen USD	Molleen Barnes	Superintendent	mbarnes@sunol.k12.ca.us	Incl. under 500 ADA

Yearly District/ROP Rate = \$2,280/year x 18 districts = \$41,040

Annual COE Rate (includes districts under 500 ADA) = \$6,180

Total Annual Consortium Rate for 2017/18 = \$47,220 or \$3,935.00 monthly (does not include add'l phone/fax charges)



Employment & Personnel

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

AGENDA ITEM

_____ Information

Date: June 15, 2017

_____ **X** _____ Action

Title: REPORT OF CERTIFICATED PERSONNEL ACTIONS

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: *Resignations.*

Cliff Adams-Hart
Staff Contact

ROP Center
Location

Administration
Division

Thomas Hanson
Superintendent

CONSENT ITEMS
MISSION VALLEY ROP

Certificated Personnel

Resignation

NAME	HOURS PER DAY	SUBJECT	EFFECTIVE DATE	OTHER
Clint DiClementi	7 hrs/day	Arts, Media, and Entertainment	6/17/17	
Stan Rodrigues	Varies	Law Enforcement	6/17/17	

(con11June16.17)



End of Consent



Business and Finance



Business and Finance #1

X Information
 Action
 Presentation

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

**AGENDA ITEM
Business & Finance #1**

DATE OF BOARD MEETING: June 15, 2017

TITLE: Review MVROP Fiscal Update

Background:

The Governor's May Revision to the 2017-18 State Budget was released on May 11, 2017. MVROP's final budget will be presented during the June Governing Council meeting. The final MVROP budget will incorporate the fiscal impact of items approved by the Governing Council during the April and May meetings. In addition to the impact of the State Budget, the following are topics that affect MVROP and/or JPA member districts.

Possible impact: Fiscal-JPA member districts' required reserve cap could adjusted

AB 235 (O'Donnell, D-Long Beach) School Finance: District Annual Budgets: Reserve Balances—AB 235 amends the conditions under which the cap on school district reserves would be imposed. Specifically, the measure would require that the cap be imposed when the level of funding in the Public School System Stabilization Account (otherwise known as the Proposition 98 reserve) equals or exceeds 3% of the prior-year total of K-12 Proposition 98 funding. Under current law, the reserve cap would be imposed in the year following any deposit into the Proposition 98 reserve, regardless of the amount deposited. The bill would further exempt from the cap community-funded districts and small districts, as defined.

Notes from School Services of California: This bill passed out of the Assembly on May 4, 2017, and now awaits a hearing in the Senate Education Committee.

Possible impact: All districts-additional documentation could be required to rehire a retired classroom teacher due to critical need.

AB 1451 (McCarty, D-Sacramento) State Teachers' Retirement: Retirees—This bill, until January 1, 2023, would exempt from the postretirement compensation limit the compensation of a member who was a classroom teacher who has returned to work to fulfill a critical need in a

position due to a teacher shortage in the area of special education, mathematics, science, or bilingual education. The bill would require a local school district, county office of education, or other local educational agency exercising this exemption to submit specified documentation to substantiate a retired member's eligibility.

Notes from School Services of California: This bill remains in the Assembly Public Employees Retirement and Social Security Committee. No hearing date has been set, which suggests that the measure has died.

Current Status:

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 and 2017-18, with 2018-19 the opportunity in to expend all CTEIG funds.

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). The award for 2018-2019 is \$3,063,729.

Recommendation:

None

Joyce Veasley
Staff Contact

Business Services
Division

Thomas Hanson
Superintendent, MVROP



Business and Finance #2

X Information
 Action
 Presentation

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

**AGENDA ITEM
Business & Finance #2**

DATE OF BOARD MEETING: June 15, 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 2017-18 with the opportunity to fully expend funds by the end of 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 CTEIG award for 2017-18 is \$3,063,729. The following is a summary of revenue and expenditures through 5/31/2017:

2015-16 Expenditures	\$ 856,000
2016-17 Expenditures to date (04/30/2017)	<u>1,878,644</u>
Total Expenditures:	\$ 2,734,644
 Revenue from CTEIG	 \$ 4,248,866
less 2015-16 and 2016-17 expenditures	<u>2,734,644</u>
Balance:	\$ 1,514,222

Recommendation:

None

Joyce Veasley

Business Services

Thomas Hanson

Staff Contact

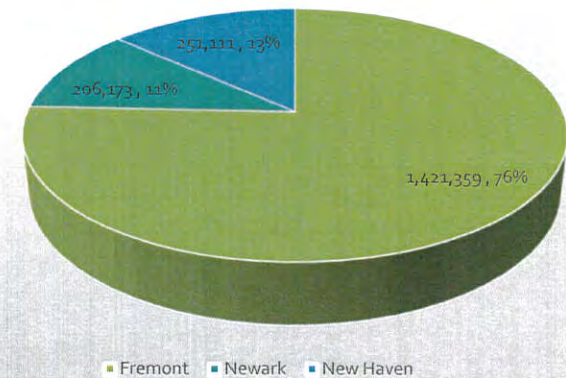
Division

Superintendent, MVROP

2016-17 Expenditures by District

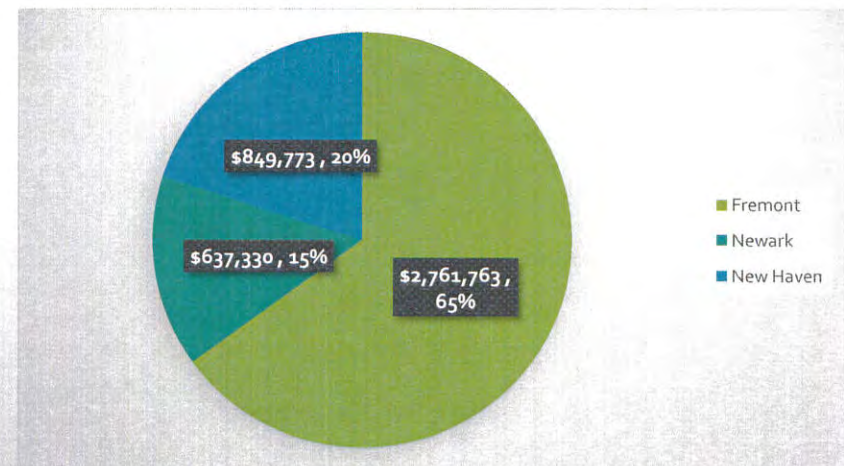
Current Expenditures 2016-17 (through 5/31/2017)						
District	Amount	Allocated Expenditures	Total	Percentage	Target Percentage	Difference
Fremont	992,572	428,787	1,421,359	76%	65%	11%
Newark	107,223	98,951	206,173	11%	15%	-4%
New Haven	119,177	131,934	251,111	13%	20%	-7%
			1,878,644	100%		

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	Started 5/2017	16-17 Budget	2017-18
Fremont	Washington Auto Canopy	85,000	Completed	16-17 Budget	2016-17
Fremont	Irvington Computer Support	15,000	Completed	16-17 Budget	2016-17
	Culinary Arts	20,000	Class started 8/2016	16-17 Budget	2016-17
Fremont	• 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	200,000	Discussions with NHUSD- modifications to original plan will carryover to 17-18	16-17 Budget	2017-18
Fremont	• Kennedy	80,000	Work to begin in summer	16-17 Budget	2016-17
Newark	• Newark Memorial	140,000	To be completed during summer	16-17 Budget	2016-17
Fremont	• Washington	40,000	Completed	16-17 Budget	2016-17
	Total	\$2,002,563			

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	Completed - 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	Completed - 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 shared 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	In Progress - Upgrade old iMacs with 26 new iMacs	16-17 Budget	2016-17

District	Location	Estimated Cost	Status/Description	Approved Date	Projected Completion
ROP Center	Faculty Computers	15,000	Completed - 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	Completed - 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
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	In Progress - Install Samsung TV	16-17 Budget	2016-17
ROP Center	Animation/Game Design	2,500	In Progress - Install Samsung TV	16-17 Budget	2016-17
	Total	\$ 340,270			



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: June 15, 2017

TITLE: Review and Approve CTEIG Major Projects for 2017-18

Background:

Member Thomas pulled Business and Finance Consent #6, Approve CTEIG Projects for 2017-18, for discussion. The Governing Council requested a separate presentation coincide with the item for the June 15, 2017, meeting.

Member Thomas made a motion to approve the Consent Calendar, excluding Business and Finance #6. Member Kaur made a second to approve the motion. Members voted 3-0 to approve the Consent Calendar, excluding Business and Finance #6.

Current Status:

Mission Valley ROP has incorporated expenditures related to major projects as well as other allowable expenditures from the CTEIG grant including books and supplies, salaries and benefits (1.0 FTE certificated, .5 FTE classified non-management), professional development, non-capitalized equipment, and conferences.

Fiscal Impact:

\$2,004,330 for CTEIG Major Projects.

Recommendation:

Staff recommends approving CTEIG Major Projects for 2017-18.

Joyce Veasley	ROP Center	Business Services	Thomas Hanson
Staff Contact	Location	Division	Superintendent

X Information
 X Action
 Presentation

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

**AGENDA ITEM
B&F #6**

DATE OF BOARD MEETING: May 18, 2017

TITLE: Approve CTEIG Projects for 2017-18

Background:

MVROP was awarded the Career Technical Education Grant (CTEIG) with payments commencing in 2015-16. The purpose of the grant is to provide high quality new and enhance existing programs. Through communication with districts, teachers, and administrators, priorities have been established as to the types of projects and students served.

Current Status:

In keeping with our commitment to allocate funds in the same percentages as they are received from JPA member districts, several projects representing various districts are being proposed for 2017-18. These projects will benefit students in multiple programs, districts and at the center.

Fiscal Impact:

Major projects (with some carryover from 2016-17 budget):	\$1,496,592
Technology projects with some carryover from 2016-17 budget):	<u>507,747</u>

Total Projected Major and Technology Projects: \$2,004,339

Recommendation:

Staff recommends approving CTEIG Projects for 2017-18.

Joyce Veasley, 657-1865 X15145	ROP Center	Business Services	Thomas Hanson
Staff/Contact Person	Location	Division	Superintendent

Major CTEIG Projects

2017-18

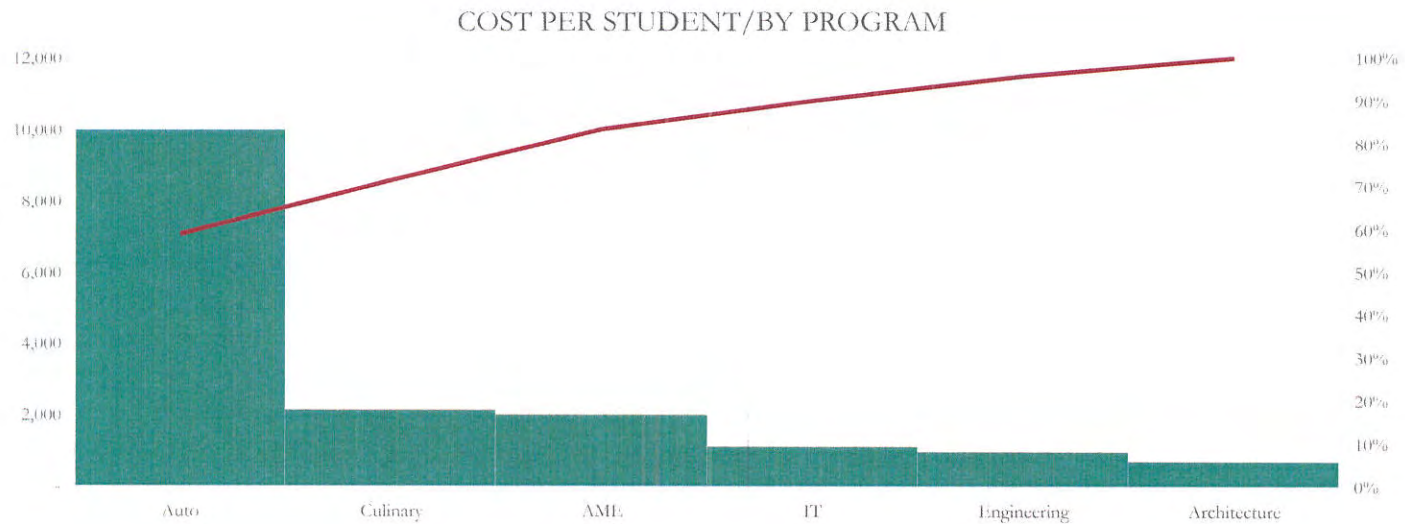
By Program

Program	School	District	Estimated Cost	Projected Student Enrollment	\$/Student
AME	Logan	NHUSD	37,200	166	224
AME	Center	All	45,000	45	1,000
AME	Center	All	85,200	123	693
AME	FUSD	All	19,171	194	99
Architecture	Center	All	65,000	92	707
Auto	Center	All	1,182,563	122	9,693
Auto	Center	All	10,943	82	133
Auto	Logan	NHUSD	10,943	189	58
Auto	Washington	FUSD	10,943	98	112
Culinary	American	FUSD	70,000	143	490
Culinary	Kennedy	FUSD	65,000	235	277
Culinary	Conley	NHUSD	40,000	42	952
Culinary	Washington	FUSD	60,000	141	426
Engineering	Center	All	45,000	46	978
IT	Irvington	FUSD	108,876	97	1,122
			1,855,839	1,815	1,023
IT Infrastructure	Center	All	147,500		
		Totals	\$ 2,003,339		

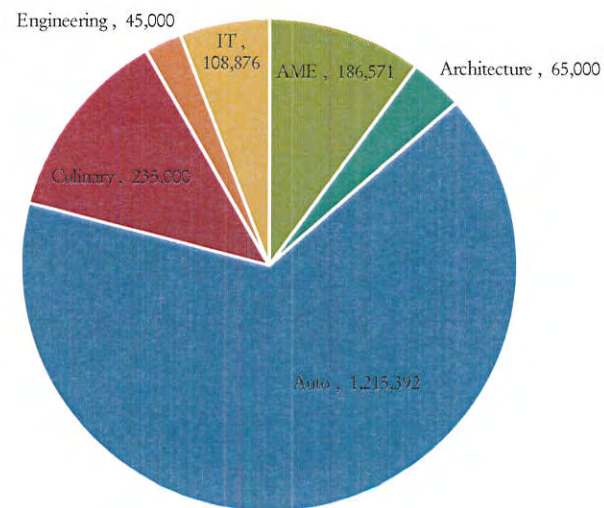
By District

Program	School	District	Estimated Cost	Projected Student Enrollment	\$/Student
AME	Center	All	45,000	45	1,000
AME	Center	All	85,200	123	693
AME	FUSD	All	19,171	194	99
Architecture	Center	All	65,000	92	707
Auto	Center	All	1,182,563	122	9,693
Auto	Center	All	10,943	82	133
Engineering	Center	All	45,000	46	978
Auto	Washington	FUSD	10,943	98	112
Culinary	American	FUSD	70,000	143	490
Culinary	Kennedy	FUSD	65,000	235	277
Culinary	Washington	FUSD	60,000	141	426
IT	Irvington	FUSD	108,876	97	1,122
AME	Logan	NHUSD	37,200	166	224
Auto	Logan	NHUSD	10,943	189	58
Culinary	Conley	NHUSD	40,000	42	952
			1,855,839	1,815	1,023
IT Infrastructure	Center	All	147,500		
		Totals	\$ 2,003,339		

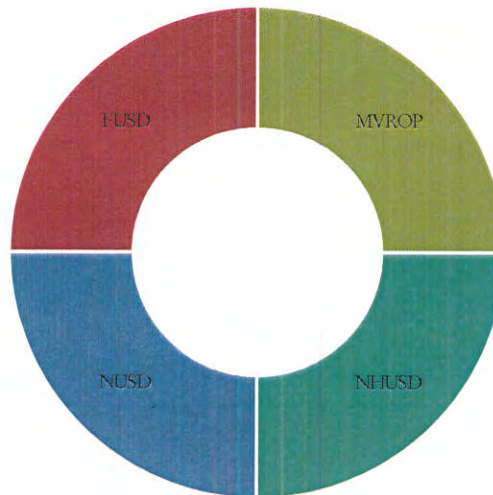
COST PER STUDENT BY PROGRAM



Estimated Costs by Program



Collaboration: Teachers, Administrators and School Sites



**Auto Spray Booth
MVROP Center
Instructor-Mr. Cimino**

A. Description of how this project will benefit Students: (including approximate number of students)

The new spray booth is much needed to be up to industry standards. Further, it is very inconvenient to travel across the campus to use the old out dated booth located on the Kennedy campus. The new spray booth will serve about 80 students per school year.

B. Names of administrators ROP/Site with whom you have discussed project

Superintendent Hanson, Dr. Adams-Hart, Dr. Veasley, and Dr. Sprague

C. Describe input from advisory members used in determining the importance of this project

This topic has been on the top of our advisory meetings for more than a few years now. All in favor due to industry standards.

D. Please provide details of other individuals from whom you received input (including cluster leader/members)

Al Capado (advisor/ owner of Cal Color Source) took me to a training center in Sacramento. This is how we came up with the layout of the facility. All advisors are in favor of this type of training facility.

E. Research on how project connects with industry standards and job opportunities

Steve Silva (Steves Body Shop), Kathy and Rich Mellow (TGIF Body Shop), Al Capado (Cal Color Source) and Steve Tammer (AB Supply) all agree that the proposed facility is up to industry standards and will help students make the transition into industry. There are many job opportunities. (For every five that retire there are only two to fill their position.

F. Please provide any other information that makes this a viable project

The new auto spray booth will meet or exceed industry, environmental standards.

**Auto Shop Trainer
MVROP Center
Instructor – Mr. Amaral**

A. Description of how this project will benefit Students: (including approximate number of students)

Hybrid/Electric vehicles are a rapidly growing area of automotive technology. A trainer will allow students to have a safe way to be exposed to this technology of Hybrid/Electric vehicles. We do not have any Hybrid/Electric vehicles for students to see how the technology works. Even if we did obtain a vehicle, the voltage on Hybrid/Electrical vehicles is potentially lethal. The trainer is designed to be safe for students to learn from without that danger. This would benefit all of my approximately 75 students and, in particular those that are going to continue into the industry.

B. Names of administrators ROP/Site with whom you have discussed project

Dr. Sprague

C. Describe input from advisory members used in determining the importance of this project

At our last advisory, we discussed the need for Hybrid/Electric training. It was decided that we needed to explain concepts and safety. It was also discussed that we should have videos and a trainer to safely expose students to the technology, and that actual hands-on experience would be at the next level.

D. Please provide details of other individuals from whom you received input (including cluster leader/members)

We, as a cluster, have discussed Hybrids on many occasions. I have expressed my fears over the safety of having high school students around any of the high voltage components. Hybrid/Electric vehicles are supposed to be part of our curriculum, but without something like a trainer, it is difficult to cover them. I also attend the Chabot College Advisory regularly, and Hybrid/Electric vehicles are always part of the conversation there. Chabot has a complete class that involves actual on-car experience. The instructors from Chabot recommended we look into a trainer for our students. They have many trainers at their facility to show how different parts of the vehicle work.

E. Research on how project connects with industry standards and job opportunities

There are over four million Hybrids on the road today. It is not a coming technology, it is here. Virtually all vehicle manufacturers use hybrid technology in at least some of their vehicles. Tesla is just up the street building electric vehicles and pioneering the technology.

F. Please provide any other information that makes this a viable project

While we have done service work on Hybrids, we always avoid the electric parts of the vehicle due to the danger factor. A trainer would allow students to see and investigate how the technology works without exposing them to the danger.

**Auto Shop Trainer
Washington HS/FUSD
Instructor – Mr. Nahale**

A. Description of how this project will benefit Students: (including approximate number of students)

The Auto Trainer will help students learn more about Hybrid/Electric vehicles. Students can perform diagnosis and other small tasks on hand to further understand the operation of Hybrid vehicles. Having an understanding of how to use the machine, will give the students an advantage to be more marketable in the industry. This would benefit approximately 61 students, some will remain to continue into the industry.

B. Names of administrators ROP/Site with whom you have discussed project

Dr. Sprague

C. Describe input from advisory members used in determining the importance of this project

Advisory members strongly recommend the need to incorporate Hybrid training within our curriculum as the real world needs of the industry dictate further involvement regarding service and repairs for hybrid vehicles.

D. Please provide details of other individuals from whom you received input (including cluster leader/members)

Program advisory members have strongly agreed upon the need for the Auto Shop Trainers. Membership includes industry professionals, advanced programs, educators both industry and general and former students.

E. Research on how project connects with industry standards and job opportunities

Car manufacturers use hybrid technology in at least some of their vehicles.

F. Please provide any other information that makes this a viable project

By obtaining this trainer will not only further the education of students and create opportunity for technical training measures be met, but with the ability to share this trainer among the 3 programs (Washington, Logan and Kennedy's ROP programs) a vital need for this training can be met while minimizing the costs associated with each program.

**Auto Shop Trainer
James Logan HS/NHUSD
Instructor – Mr. Kay**

A. Description of how this project will benefit Students: (including approximate number of students)

This training prop will benefit the students (approximately 250 students yearly) in the fact that visual understanding can be related as the lecture is being conducted. Additionally, this trainer has the ability to allow the students to perform tasks to further their understanding of the operation of Hybrid vehicles as well as to allow the instructor the ability to “bug” the trainer supporting the abilities for the students to diagnosis potential in real world problems found in the industry today. So, to summarize the student can learn, understand operations of and diagnosis related problems.

B. Names of administrators ROP/Site with whom you have discussed project

These trainer needs have been discussed with all ROP Auto instructors as well as the department coordinator Dr. Sprague as well as in-depth conversations with various members of the automotive advisory committee.

C. Describe input from advisory members used in determining the importance of this project

Advisory members strongly recommend the need to incorporate Hybrid training within our curriculum as the real world needs of the industry dictate further involvement regarding service and repairs for hybrid vehicles. Current trends industry wide lend to additional growth of hybrid vehicle sales in the market. This along with additional advantages of the uses of hybrid vehicles throughout the transportation industries creates additional job growth and opportunity for students who understand this technology. This trainer will help students achieve this goal through training and interaction of its operation. NOTE: advisory meeting notes available to reflect this opinion.

D. Please provide details of other individuals from whom you received input (including cluster leader/members)

Cluster meeting (program advisory members) have strongly agreed upon the need for the trainers. Membership includes industry professionals, advanced programs (college), educators both industry and general and former students who are currently in said industries which see and recommend current trends.

E. Research on how project connects with industry standards and job opportunities

By way of statistical data sales and usage of hybrid vehicles are steadily increasing year to year. As an understanding of these statistics the transportation industry has seen a growth up to between 27 – 32 % of current vehicles which use either this technology or similar technology currently. This growth lends itself to trends which demonstrate job growth and opportunities for students who possess this knowledge of hybrid technology.

F. Please provide any other information that makes this a viable project

Agreeing that this trainer is not the sole source of educational opportunities for students which are enrolled in automotive classes within the ROP systems, it is becoming obvious that hybrid training is becoming a critical part of these classes. By obtaining this trainer will not only further the education of students and create opportunity for technical training measures be met, but with the ability to share this trainer among the 3 programs (Washington, Logan and Kennedy’s ROP

Auto Shop Trainer
James Logan HS/NHUSD
Instructor – Mr. Kay

programs) a vital need for this training can be met while minimizing the costs associated with each program.

**Culinary Arts Classroom
American HS/FUSD
Instructor – Chef Rosen**

A. Description of how this project will benefit Students: (including approximate number of students)

The culinary arts classroom was built in 1972 and has not been remodeled since (sparing a few adjustments made by the ROP two years ago). The set up is inadequate to meet the needs of the current student population (I have approximately 150 students distributed between 5 classes). The addition of sinks and modernized cooktops will save a great deal of time and reduce the frustration the students experience during their lab period. Also, it will reduce the number of sanitation risks that exist (cracks in the counters, holes in the walls under the sinks that allow the entry of mice and other vermin).

B. Names of administrators ROP/Site with whom you have discussed project

AHS: Rob Reibenschuh, Steven Musto

ROP: Joyce Veasley, Cliff Adams-Hart, Tom Hanson

C. Describe input from advisory members used in determining the importance of this project

The culinary advisory board is always concerned with the authenticity of the classroom experience we are providing for our students. Since my classroom does not have sufficient ventilation to install equipment according to industry standard, we are attempting to use as much professional kitchen equipment as possible.

D. Please provide details of other individuals from whom you received input (including cluster leader/members)

Chris Skrocke (cluster leader) came to my classroom to discuss what types of improvements might be made (prior to speaking to the contractor). That meeting was followed by a meeting with Ms. Veasley and Mr. Reibenschuh.

I have also checked in with other culinary arts instructors (Mari Moschetti and Shaleah Nelson) to get feedback.

E. Research on how project connects with industry standards and job opportunities

The students have many opportunities to review skills they would need in the industry (sanitation, basic knife skills, basic cooking techniques, butchering). In reality, I am teaching this class in a home economics kitchen but, with the right skill set, the transition from our kitchen to a commercial kitchen is easier to make. My aim is to mimic as much of the commercial environment as possible (given the constraints of the room as it stands).

F. Please provide any other information that makes this a viable project

Although many of my students will not go into the field as professional cooks (as a lifetime career choice), they do get a comprehensive understanding of what the industry requires. Also, approximately 30% of my students have obtained jobs in the field while still attending high school.

Culinary Arts Classroom
American HS/FUSD
Instructor – Chef Rosen

Many have told me they are interested in pursuing a course of study in food science, nutrition, and other related fields as a result of taking this course.

**Culinary Arts Classroom
Kennedy HS/FUSD
Instructor – Chef Moschetti**

A. Description of how this project will benefit Students: (including approximate number of students)

The culinary arts classroom was built in 1965 and has not been remodeled since (sparing a few adjustments made by the district over the years). The set-up is inadequate to meet the needs of the current student population (I have projected enrollment of approximately 235 students distributed between 6 classes). The addition modernizing the kitchen will save a great deal of time and reduce the frustration the students experience during their lab period due to overcrowding with the current configuration. Also, it will reduce the number of sanitation risks that exist (cracks in the counters, holes in the walls under the sinks that allow the entry of mice and other vermin).

B. Names of administrators ROP/Site with whom you have discussed project

J.F. Kennedy High School: Principal Velez

ROP: Dr. Veasley, Dr. Adams-Hart, Superintendent Hanson

C. Describe input from advisory members used in determining the importance of this project

The culinary advisory board is always concerned with the authenticity of the classroom experience we are providing for our students. The advisory board has recommended a more commercial, industry standard or at the minimum updated classroom setting. Since my classroom does not have sufficient upgrades or equipment according to industry standard, we are attempting to use as much professional kitchen equipment as possible.

D. Please provide details of other individuals from whom you received input (including cluster leader/members)

Chris Skrocke (cluster leader) came to my classroom to discuss what types of improvements might be made (prior to speaking to the contractor). That meeting was followed by a meeting with Dr. Veasley and Principal Velez.

I have also checked in with other culinary arts instructors (Jacki Rosen) to get feedback.

E. Research on how project connects with industry standards and job opportunities

The students have many opportunities to review skills they would need in the industry (sanitation and safety, basic knife skills, basic cooking and baking techniques, and catering). In reality, I am teaching this class in a home economics kitchen but, with the right skill set, the transition from our kitchen to a commercial/professional kitchen atmosphere is easier to make. My aim is to mimic as much of the commercial environment as possible (given the constraints of the room as it stands).

F. Please provide any other information that makes this a viable project

Although many of my students will not go into the field as professional cooks (as a lifetime career choice), they do get a comprehensive understanding of what the industry requires. 80% of my current level three Catering and Event Planning students currently work in the industry and approximately 30% of my students in the Culinary Arts 1 classes also work in the culinary arts field while still

Culinary Arts Classroom
Kennedy HS/FUSD
Instructor – Chef Moschetti

attending high school. Many have told me they are interested in pursuing a course of study in food science, nutrition, and other related fields as a result of taking this course.

I continue to get very positive feedback from employers in the community that hire our students. They complement me on how the class/program has prepared the students for the interview process, citing how they are appropriately dressed, able to make eye contact, and able to give examples of experiences and make conversation comfortably to offering industry required certification such as the food handlers card. Once hired my students are trained easier due to experiences and training in the classroom and have a strong work ethic. I feel an updated classroom/lab will only enhance and continue to improve their education and training.

**Culinary Arts Classroom
Conley-Caraballo HS/NHUSD
Instructor – Chef Nelson**

A. Description of how this project will benefit Students: (including approximate number of students)

The installation of commercial washing stations will give students the experience and knowledge about how to care for and keep properly sanitize cooking dishes, utensils, and all other cooking equipment.

The plans are for two existing rooms, one for the three compartment sink as required in all commercial food-based establishments, and the other for the commercial dishwasher.

This would serve approximately 45 students each year.

B. Names of administrators ROP/Site with whom you have discussed project

Jacki Sprague (MVROP Coordinator), Joyce Veasley (MVROP Director), Ramon Camacho (Conley Principal), Keith Lark (Conley Assistant Principal)

C. Describe input from advisory members used in determining the importance of this project

Advisory members have stated that having students obtain knowledge of how a full commercial kitchen works so that they are fully prepared to work when they are first hired makes their on-boarding significantly faster, and makes them more valuable as an employee. In addition, it makes the student more marketable due to their increased skills.

A student's ability to understand and implement full safety and sanitation protocols are imperative to a successful food service business.

D. Please provide details of other individuals from whom you received input (including cluster leader/members)

Chef Chris Skrocke and Chef Jacki Rosen

When I informed them about the six-gallon hot water heaters, the very small sinks, and the lack of sprayers, they were surprised and concerned about how we can get dishes done in a continually safe and sanitary way. Honestly, we wash dishes repeatedly which is a waste of water, time and other resources. In addition, it does little to nothing for training the students in how to function well in a culinary production environment.

E. Research on how project connects with industry standards and job opportunities

A three compartment sink is mandatory in commercial food establishments. The knowledge of how to use them is the way for students to be able to be hired by higher level establishments.

F. Please provide any other information that makes this a viable project

The two rooms that the three compartment sink and the industrial dishwasher would go into respectively already have plumbing hook ups and drainage as they were bathrooms previously.

The walls are tile and therefore easily sprayed down for sanitation purposes. The existing fans will help dissipate residual moisture from any washing done.

**Culinary Arts Classroom
Washington HS/FUSD
Instructor – Chef Buhain**

A. Description of how this project will benefit Students: (including approximate number of students)

Culinary arts classroom improvements that mimic the real working environment will help the students develop sets of skills to acquire jobs in the field. Having culinary equipment that is used in the professional industry can advance students' knowledge to perform a variety of tasks on hand. Basics culinary skills include sanitation, knife skills, cooking techniques, and butchering. Will benefit approximately 50 students.

B. Names of administrators ROP/Site with whom you have discussed project

Dr. Sprague

C. Describe input from advisory members used in determining the importance of this project

Discussed this year and in previous years as a priority.

D. Please provide details of other individuals from whom you received input (including cluster leader/members)

Exposure to industry standard equipment, along with a curriculum, better prepares students to continue their education or work in culinary arts.

E. Research on how project connects with industry standards and job opportunities

N/A

F. Please provide any other information that makes this a viable project

N/A

**Computer Replacement
MVROP Center
Instructor – Mr. McDonell**

A. Description of how this project will benefit Students: (including approximate number of students)

Students need to work in an environment that mimics the real-world work force. Computer software and hardware are being updated on a daily basis and system requirements are changing with those updates. To use professional software requires access to some of the latest technology. Adobe and other multimedia vendors are now licensing annual subscriptions to their software that is constantly updated. These updates will benefit our students in keeping up with the changes and being a value to their employers by understanding them (approximately 90 students).

B. Names of administrators ROP/Site with whom you have discussed project

Dr. Sprague, Ms. Nutz, Mr. Robertson and Mr. Tran

C. Describe input from advisory members used in determining the importance of this project

Advisors have recommended the software that we use. That software requires computer updates.

D. Please provide details of other individuals from whom you received input (including cluster leader/members)

Mr. Cruz, Mr. DiClementi, and Mr. Farnsworth all are dealing with the same kind of issues.

E. Research on how project connects with industry standards and job opportunities

N/A

F. Please provide any other information that makes this a viable project

N/A

**Fiber Optics Cabling
Irvington HS/FUSD
Instructor – Mr. Albizo**

A. Description of how this project will benefit Students: (including approximate number of students)

Current course curriculum includes the manufacturing of end-to-end Ethernet cabling. Fiber optics which is included in the course curriculum is used in both the backbone of networks and uplinks in Main Distribution Facilities for hi-speed and transmission of massive amounts of data. Anticipated number of students who will benefit is expected to be around 90.

B. Names of administrators ROP/Site with whom you have discussed project

Mr. Robertson and Dr. Adams-Hart

C. Describe input from advisory members used in determining the importance of this project

There was a consensus from the advisory members that this is a very good idea and that we should move forward with it. Also, understand that based on personal research we must always stay at the leading edge of this technology and continue to upgrade our curriculum as needed to enhance student's skill set which includes the process of pulling cables, splicing, terminating and testing. The terminology is similar to Ethernet cabling however it is working with fiber optic.

D. Please provide details of other individuals from whom you received input (including cluster leader/members)

David Yu, IT Infrastructure Services Manager for the City of Fremont, first proposed the idea of additional hands-on training for fiber optic cabling. He said this is an additional skill needed in networks and data centers. The continued exponential growth of the Internet of Everything places increased demand on networks, the backbone and data centers, hence the increased demand for the movement of large amounts of data not only on the wireless spectrum but also the physical infrastructure. This is not the first time this issue had been discussed.

E. Research on how project connects with industry standards and job opportunities

The Fiber Optic Association Inc. administers the certification process for those individuals who intend to pursue a career in the installation, design, and management of fiber optic communications networks and systems. Salary statistics from BLS indicate a growth rate of up to 11 percent and a salary range from \$58,800 to \$74,300 2015, data.

F. Please provide any other information that makes this a viable project

While the inclusion of a more in-depth approach to fiber optic cabling is not intended to take the student to the certification level, the importance of understanding, development and experiencing fiber optic cabling cannot be understated as an enhanced skill set. However, this could change just as industry demands change due to the continued evolution of technology, for example, we, at some point in the future may want to prepare students for certification, *and the same can be said for wireless technology.*

**Computer Replacement
MVROP Center
Instructor – Ms. Cornils**

A. Description of how this project will benefit Students: (including approximate number of students)

Computer replacement will enhance the classroom experience for the students. Advanced computer technology will assist teachers with individual lessons and expand students' knowledge in computer technology. Helps students develop computer skills that will prepare them for a real work environment. Will benefit approximately 50 students.

B. Names of administrators ROP/Site with whom you have discussed project

Ms. Nutz, Mr. Robertson

C. Describe input from advisory members used in determining the importance of this project

Discussed in advisory meeting.

D. Please provide details of other individuals from whom you received input (including cluster leader/members)

Mr. Albizo

E. Research on how project connects with industry standards and job opportunities

N/A

F. Please provide any other information that makes this a viable project

N/A

**Laser Engraver
MVROP Center
Instructor – Ms. Van Kirk**

A. Description of how this project will benefit Students: (including approximate number of students)

Trotec Speedy laser engraving system new machine specified for new curriculum Introduction to Engineering Design course. The engraver will be use for Introduction to Engineering Design and Civil Engineering Architecture courses. This will give the students' hands-on experience and knowledge on how to use the machine. Approximately 30 students will benefit.

B. Names of administrators ROP/Site with whom you have discussed project

Dr. Sprague

C. Describe input from advisory members used in determining the importance of this project

Discussed in this year advisory.

D. Please provide details of other individuals from whom you received input (including cluster leader/members)

Mr. Bui, Mr. Robertson

E. Research on how project connects with industry standards and job opportunities

N/A

F. Please provide any other information that makes this a viable project

N/A

**Computer Replacement
MVROP Center
Instructor – Ms. Van Kirk**

A. Description of how this project will benefit Students: (including approximate number of students)

Classroom computer replacements will increase students engagement level in the activity, lesson, or assignment. It will help students focus on the project at hand and a vital tool for maintaining interest in the current topic. Computers bring an element of hands-on learning that is engaging and mentally stimulating for the students. Will benefit approximately 40 students.

B. Names of administrators ROP/Site with whom you have discussed project

Dr. Sprague, Mr. Robertson

C. Describe input from advisory members used in determining the importance of this project

Discussed in the advisory meeting.

D. Please provide details of other individuals from whom you received input (including cluster leader/members)

Mr. Bui

E. Research on how project connects with industry standards and job opportunities

Using current industry standard software on a daily basis will help prepare students to work in the real working environment.

F. Please provide any other information that makes this a viable project

N/A

**Computer Replacement
ROP/Irvington HS/FUSD
Instructor – Mr. DiClementi**

A. Description of how this project will benefit Students: (including approximate number of students)

Replacing all regular monitors with Cintiq drawable surface monitors. Students will be drawing /sculpting right on screens, not necessary but it would make working a lot easier, fun, and engaging for the students. GeForce 1080 Graphic cards will help students create better 3D visual effects and designing games more efficient. Will benefit approximately 60 students.

B. Names of administrators ROP/Site with whom you have discussed project

Ms. Nutz, Superintendent Hanson

C. Describe input from advisory members used in determining the importance of this project

Discussed in the advisory meeting.

D. Please provide details of other individuals from whom you received input (including cluster leader/members)

Mr. Robertson

E. Research on how project connects with industry standards and job opportunities

Industry standard tools for exporting large scale, polygonal animated meshes for faster rendering and real-time visualization. Frost for liquid, metaball coating, Xmesh for caching large-scale animated meshes. Substance designer/painter is the current industry standard texturing software for all 3d software packages and for games and film animation.

F. Please provide any other information that makes this a viable project

N/A

**Telephone System Upgrade
MVROP Center
IT Manager – Mr. Robertson**

A. Description of how this project will benefit Students: (including approximate number of students)

This will allow teachers to communicate more efficiently with parents and students. With enhanced phones, teachers will be able to better communicate with staff and keep a classroom safer during an emergency. This will affect all students at the MVROP Center.

B. Names of administrators MVROP Center with whom you have discussed project

Superintendent Hanson, Dr. Veasley, Dr. Adams-Hart

C. Describe input from advisory members used in determining the importance of this project

N/A

D. Please provide details of other individuals from whom you received input (including cluster leader/members)

I have contacted Fremont's Chief Technology Officer, Joseph Siam, about the implementation and necessity of this project.

E. Research on how project connects with industry standards and job opportunities

N/A

F. Please provide any other information that makes this a viable project

Mission Valley ROP has an aging phone system that runs on an older technology and limited phone handsets. The current system is difficult to modify, upgrade, or expand. The new system will use Voice over IP technology which will enhance the system reliability and flexibility. The new phone system will also bring new modern and advanced features that are currently unavailable to staff and faculty. New features will include voicemail sent to email accounts, the ability to display messages and alerts via the phone system, and improved information for emergency responders. Fremont Unified School District helps maintain our current phone system and is planning to upgrade the same system. We would be joining FUSD as they plan their phone system upgrade.

**Secondary Firewall and Emergency Backup
MVROP Center
IT Manager – Mr. Robertson**

A. Description of how this project will benefit Students: (including approximate number of students)

This will benefit all MVROP students at the MVROP Center. Additionally, this benefits all staff, faculty, guests, and external event groups.

B. Names of administrators MVROP Center with whom you have discussed project

Dr. Veasley

C. Describe input from advisory members used in determining the importance of this project

N/A

D. Please provide details of other individuals from whom you received input (including cluster leader/members)

I have consulted with KIS (IT consultant) and they have recommended a secondary firewall.

E. Research on how project connects with industry standards and job opportunities

N/A

F. Please provide any other information that makes this a viable project

Currently, Mission Valley ROP has one single firewall appliance that is the bridge between our Local Area Network (LAN) and Wide Area Network (WAN). If this unit fails, we would have a campus wide internet outage that would affect all users using the internet. Upon failure, a replacement unit could take a few hours or up to 1-2 business days to replace. This would dramatically impede productivity of our students and teachers. Installing a second firewall would allow for redundancy of our network and keep the internet running in case of a failed device. The secondary firewall would immediately become active in a failover. This would then allow the necessary time to replace or repair the defective unit.

**Backup Battery and Switch
MVROP Center
IT Manager – Mr. Robertson**

A. Description of how this project will benefit Students: (including approximate number of students)

Backup battery units will protect switches and servers in case of power surges or power outages. In case of a power outage, this will ensure student work that is saved on our servers will be protected and not lost. This benefits all MVROP students who utilize our network.

B. Names of administrators MVROP Center with whom you have discussed project

Dr. Veasley, Dr. Adams-Hart

C. Describe input from advisory members used in determining the importance of this project

N/A

D. Please provide details of other individuals from whom you received input (including cluster leader/members)

KIS - IT consultants

E. Research on how project connects with industry standards and job opportunities

N/A

F. Please provide any other information that makes this a viable project

N/A

**Staff and Teacher Computer Replacement
MVROP Center
IT Manager – Mr. Robertson**

A. Description of how this project will benefit Students: (including approximate number of students)

Upgrading the faculty computers will ensure that the teacher has the most up-to-date Operating System, software, and hardware in order to instruct students in CTE courses. Many teachers utilize computers that connect to a projector system to display content for the students. These new computers help teachers perform their work more efficiently. The approximate number of students: 200-350.

B. Names of administrators MVROP Center with whom you have discussed project.

Dr. Veasley, Dr. Adams-Hart, Ms. Nutz

C. Describe input from advisory members used in determining the importance of this project.

N/A

D. Please provide details of other individuals from whom you received input (including cluster leader/members).

Ms. Nutz

E. Research on how project connects with industry standards and job opportunities.

N/A

F. Please provide any other information that makes this a viable project.

The current computers that teachers are using have been in use since 2010-2013. Many of these computers have hard drives and other hardware that fail. These computers are well past the typical recommended life cycle of a computer. These new computers are “all-in-one” desktop machines that save a lot of room on the desk. These computers also come with a 3-year hardware warranty from Dell which will ensure our investment will last.

**K-1 Networking Equipment & Fiber Installation
MVROP Center
IT Manager – Mr. Robertson**

A. Description of how this project will benefit Students: (including approximate number of students)

The networking equipment and fiber installation will provide network communication to the new spray booth building. The networking equipment is essential for teachers and students to download spray booth paint information and watch instructional videos. Internet access also allows the teacher to communicate with students, parents, and staff. The number of students is approximately 60-75 students.

B. Names of administrators MVROP Center with whom you have discussed project

Superintendent Hanson, Dr. Veasley, Dr. Adams-Hart

C. Describe input from advisory members used in determining the importance of this project

N/A

D. Please provide details of other individuals from whom you received input (including cluster leader/members)

I have consulted with the architect for the project. I have also consulted with KIS, our IT consultants, for the best design for installation of the fiber cable and networking equipment. I will continue to consult with them throughout the duration of the project for their expertise.

E. Research on how project connects with industry standards and job opportunities

N/A

F. Please provide any other information that makes this a viable project

The Spray Booth project will be starting in June 2017. There is a need for network communication to this building for a number of reasons. Our door Security System requires a network connection to control door locks automatically from the server. The phone system needs analog signal to communicate with other phones on our campus and off site. In order to deploy a wired and wireless network, a fiber connection from building K3 is ideal. The alternative would be to run a fiber connection to K1, then a copper connection from K1 to the spray booth. It essential to have an internet connection at the spray booth for instructional purposes and safety purposes.

Wireless Site Survey and Wireless Access Point Replacement

MVROP Center

IT Manager – Mr. Robertson

A. Description of how this project will benefit Students: (including approximate number of students)

More classrooms at the MVROP Center are adding devices that need Wi-Fi (laptops and tablets). Additionally, many students connect their phones to the Student Wi-Fi Network. Teachers utilize this for students to do research, join classroom games, see assignments for Google Classroom, and much more. With the expanding use of wireless, students in every class have the opportunity to benefit from accessing our Wi-Fi in all areas of the school.

B. Names of administrators MVROP Center with whom you have discussed project

Dr. Veasley, Dr. Adams-Hart

C. Describe input from advisory members used in determining the importance of this project

N/A

D. Please provide details of other individuals from whom you received input (including cluster leader/members)

KIS - IT Consultant has recommended a wireless site survey be done first to evaluate the requirements for deploying a wireless system that is more robust than the current wireless system. The current Wi-Fi network is a prosumer, off-the-shelf solution that has its limitations. Many schools have moved to a more robust solution that fits the educational sector. We will continue to consult with KIS and have their team perform a wireless survey, then recommend a wireless access point.

E. Research on how project connects with industry standards and job opportunities

N/A

F. Please provide any other information that makes this a viable project

Currently, our Wi-Fi handles over 500 devices each day. This number is expected to increase as more students have Wi-Fi enabled smartphones, tablets, laptops. Additionally, some classrooms are moving towards laptop carts. These can be moved to various classrooms and wireless access points must be in those areas to adequately cover the number of devices.



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: June 15, 2017

**TITLE: Review and Approve First Reading of Updated
 Language for MVROP AR BP 4253 Overtime
 Pay/Compensatory Time Off for Classified Employees**

Background:

Compensatory time off for classified MVROP staff was established in 1991 in lieu of overtime pay. Since that time, the number of classified staff members has decreased, and providing coverage for staff members using compensatory time off is sometimes a challenge. Paying classified staff for overtime will be facilitated through payroll rather than a separate system.

Current Status:

Classified employees receive compensatory time off at a rate of 1.5 times their regular salary. Current policy allows employees to use compensatory time off up to 3 months after it is earned, by the end of the 3rd pay period. Unused compensatory time off expires after this time.

Fiscal Impact:

Employees with unused, unexpired compensatory time off as of 6/30/2017 will be paid overtime for those hours. Estimated amount to payout unused/unexpired compensatory time off hours as of 6/30/17 is approximately \$5,000.

Recommendation:

Staff recommends approval of the elimination of compensatory time off for classified staff effective 6/30/17.

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

OVERTIME PAY/COMPENSATORY TIME OFF FOR CLASSIFIED EMPLOYEES

It is the policy of the ROP to provide enough classified personnel to handle the average work load within the ROP. It is accepted that there will be the necessity to complete extra work during various peak load periods or in cases of unpredicted emergencies. It is the intent that extra work performed at such times would be compensated ~~for the compensatory time off rather than by overtime pay~~ overtime pay.

Legal Reference:	Education Code
45127	Workweek
45128	Overtime
45129	Compensatory time off
45130	Exclusion from overtime provisions
45132	Four consecutive day workweek

First Reading:	September 12, 1991
Second Reading:	December 12, 1991
Adopted:	December 12, 1991
Revision, First Reading	June 15, 2017



Business and Finance #5

___ Information
x Action
___ Presentation

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

**AGENDA ITEM
Business and Finance #5**

DATE OF BOARD MEETING: June 15, 2017

Title: Approve Salary Schedules for 2017-2018

Background

A 3% salary increase for all Mission Valley ROP employees was approved by the Governing Council on April 13, 2017. In addition, longevity steps L (26 years), M (29 years), and N (32 years) for classified non-management employees was approved by the Governing Council on March 16, 2017. Further, on May 18, 2017, the Governing Council approved the Second Reading of changes to the Salary Advancement guidelines that allowed classified non-management staff to receive unit advancement for completing pre-approved, job-assignment related coursework.

Current Status

Salary schedules for all employee groups including Certificated Teachers, Classified Employees, and Management have been adjusted to reflect a 3% increase, addition of longevity steps for Classified non-management employees, and the addition of unit advancement for Classified non-management employees.

Recommendation

Staff recommends approval of the Salary Schedules for 2017-2018 reflecting a 3% salary increase for all Mission Valley ROP employees, including Certificated Teachers, Classified Employees and Management, addition of longevity steps for Classified non-management employees, and addition of unit advancement guidelines for Classified non-management employees.

Joyce Veasley, 657-1865 x15145
Staff Contact Person

Business Services
Department

Thomas Hanson
Superintendent

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

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	ROP Center	Business Services	Thomas Hanson
Staff/Contact Person	Location	Division	Superintendent

X Information
X Action
 Presentation

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

**AGENDA ITEM
Business & Finance #5**

DATE OF BOARD MEETING: March 16, 2017

TITLE: **Approve Additional Longevity Steps – Classified Non-
Management Staff – Effective July 1, 2017**

Background:

Current longevity for Classified Non-management staff provides compensation for 8, 11, 14, 17, 20, and 23 years of service. The proposed additional longevity steps would provide an additional 2.5% (per step) compensation for 26, 29, and 32 years.

The proposed additional steps (not retroactive for eligible staff) would be effective July 1, 2017 and apply to the following salary schedules:

- Classified Clerical
- Classified Operations
- Classified Technical

Current Status:

Considering the impact of the 2017-18 and subsequent budgets, additional longevity steps for Classified Non-management staff is being proposed.

Recommendation:

Staff recommends that additional longevity steps be added to the Classified Non-management salary schedule, effective July 1, 2017. The change is not retroactive for eligible staff and would be incorporated into the 2017-18 budget, multiyear projections, and subsequent budgets.

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

☒ Information
☒ Action
☐ Presentation

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

**AGENDA ITEM
Business & Finance #3**

DATE OF BOARD MEETING: May 18, 2017

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

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, as agenda item Business & Finance #6. The first reading was presented at the April 13, 2017 Governing Board meeting, agenda item Business & Finance #4.

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. The change will be incorporated into the 2017-18 budget, multiyear projections, and subsequent budgets.

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

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
Revision, Second and Final Reading:	May 18, 2017



2017-18 CERTIFICATED INSTRUCTORS SALARY SCHEDULE

6 HOURS (5 HOURS INSTRUCTION AND 1 HOUR PREP)

STEP	A				B CREDENTIAL + 30 UNITS				C CREDENTIAL + 45 UNITS				D CREDENTIAL + 60 UNITS				E CREDENTIAL + 75 UNITS			
	ANNUAL	MONTHLY	DAILY	HOURLY	ANNUAL	MONTHLY	DAILY	HOURLY	ANNUAL	MONTHLY	DAILY	HOURLY	ANNUAL	MONTHLY	DAILY	HOURLY	ANNUAL	MONTHLY	DAILY	HOURLY
1	56,266.84	4,688.90	302.51	50.42	58,255.77	4,854.65	313.20	52.20	60,256.03	5,021.34	323.96	53.99	62,243.93	5,186.99	334.64	55.77	64,244.19	5,353.68	345.40	57.57
2	58,255.77	4,854.65	313.20	52.20	60,256.03	5,021.34	323.96	53.99	62,243.93	5,186.99	334.64	55.77	64,244.19	5,353.68	345.40	57.57	66,233.12	5,519.43	356.09	59.35
3	60,256.03	5,021.34	323.96	53.99	62,243.93	5,186.99	334.64	55.77	64,244.19	5,353.68	345.40	57.57	66,233.12	5,519.43	356.09	59.35	68,233.38	5,686.12	366.85	61.14
4	62,243.93	5,186.99	334.64	55.77	64,244.19	5,353.68	345.40	57.57	66,233.12	5,519.43	356.09	59.35	68,233.38	5,686.12	366.85	61.14	70,221.28	5,851.77	377.53	62.92
5	64,244.19	5,353.68	345.40	57.57	66,233.12	5,519.43	356.09	59.35	68,233.38	5,686.12	366.85	61.14	70,221.28	5,851.77	377.53	62.92	72,221.54	6,018.46	388.29	64.71
6	66,233.12	5,519.43	356.09	59.35	68,233.38	5,686.12	366.85	61.14	70,221.28	5,851.77	377.53	62.92	72,221.54	6,018.46	388.29	64.71	74,210.47	6,184.21	398.98	66.50
7	68,233.38	5,686.12	366.85	61.14	70,221.28	5,851.77	377.53	62.92	72,221.54	6,018.46	388.29	64.71	74,210.47	6,184.21	398.98	66.50	76,210.73	6,350.89	409.74	68.29
8	70,221.28	5,851.77	377.53	62.92	72,221.54	6,018.46	388.29	64.71	74,210.47	6,184.21	398.98	66.50	76,210.73	6,350.89	409.74	68.29	78,210.99	6,517.58	420.49	70.08
9	72,221.54	6,018.46	388.29	64.71	74,210.47	6,184.21	398.98	66.50	76,210.73	6,350.89	409.74	68.29	78,210.99	6,517.58	420.49	70.08	80,198.89	6,683.24	431.18	71.86
10	74,210.47	6,184.21	398.98	66.50	76,210.73	6,350.89	409.74	68.29	78,210.99	6,517.58	420.49	70.08	80,198.89	6,683.24	431.18	71.86	82,187.82	6,848.99	441.87	73.65
11	76,210.73	6,350.89	409.74	68.29	78,210.99	6,517.58	420.49	70.08	80,198.89	6,683.24	431.18	71.86	82,187.82	6,848.99	441.87	73.65	84,188.08	7,015.67	452.62	75.44
12	78,210.99	6,517.58	420.49	70.08	80,198.89	6,683.24	431.18	71.86	82,187.82	6,848.99	441.87	73.65	84,188.08	7,015.67	452.62	75.44	86,188.34	7,182.36	463.38	77.23
13					82,187.82	6,848.99	441.87	73.65	84,188.08	7,015.67	452.62	75.44	86,188.34	7,182.36	463.38	77.23	88,176.24	7,348.02	474.07	79.01
14									86,188.34	7,182.36	463.38	77.23	88,360.61	7,363.38	475.06	79.18	90,176.50	7,514.71	484.82	80.80
15													90,176.50	7,514.71	484.82	80.80	92,165.43	7,680.45	495.51	82.59
16																	94,154.36	7,846.20	506.21	84.37

Stipends (Annual):

Bachelor's Degree	800
Master's Degree	1300
Doctorate Degree	1800
Employees will receive the highest educational stipend only.	
Education degrees must be from an accredited college or university.	
Education stipends shall be pro-rated based upon contracted teaching assignment, percentage, and daily rate	

Historical Information:

Board approved 9/25/2015: 2% increase for all staff (2015/16)
Board approved 5/25/2016: 3% increase for all staff (2016/17)
Board approved 4/13/2017: 3% increase for all staff (2017/18)

Notes:

Initial placement on the salary schedule is determined by Administration based upon factors, including, but not limited to, teaching experience and level of education
Advancement to subsequent columns is made upon verification of approved units since date of hire
Prep time is pro-rated for assignments less than 6 hours per day.
Salary schedule is based upon 186 workdays including 4 professional development days
Rates shown are not necessarily the exact amount generated by the automated payroll system due to possible rounding.



2017-18 CERTIFICATED INSTRUCTORS SALARY SCHEDULE

7 HOURS (6 HOURS INSTRUCTION AND 1 HOUR PREP)

STEP	A				B CREDENTIAL + 30 UNITS				C CREDENTIAL + 45 UNITS				D CREDENTIAL + 60 UNITS				E CREDENTIAL + 75 UNITS			
	ANNUAL	MONTHLY	DAILY	HOURLY	ANNUAL	MONTHLY	DAILY	HOURLY	ANNUAL	MONTHLY	DAILY	HOURLY	ANNUAL	MONTHLY	DAILY	HOURLY	ANNUAL	MONTHLY	DAILY	HOURLY
1	63,834.25	5,319.52	343.19	49.03	66,168.23	5,514.02	355.74	50.82	68,487.79	5,707.32	368.21	52.60	70,821.77	5,901.81	380.76	54.39	73,141.33	6,095.11	393.23	56.18
2	66,168.23	5,514.02	355.74	50.82	68,487.79	5,707.32	368.21	52.60	70,821.77	5,901.81	380.76	54.39	73,141.33	6,095.11	393.23	56.18	75,475.31	6,289.61	405.78	57.97
3	68,487.79	5,707.32	368.21	52.60	70,821.77	5,901.81	380.76	54.39	73,141.33	6,095.11	393.23	56.18	75,475.31	6,289.61	405.78	57.97	77,794.87	6,482.91	418.25	59.75
4	70,821.77	5,901.81	380.76	54.39	73,141.33	6,095.11	393.23	56.18	75,475.31	6,289.61	405.78	57.97	77,794.87	6,482.91	418.25	59.75	80,128.85	6,677.40	430.80	61.54
5	73,141.33	6,095.11	393.23	56.18	75,475.31	6,289.61	405.78	57.97	77,794.87	6,482.91	418.25	59.75	80,128.85	6,677.40	430.80	61.54	82,448.41	6,870.70	443.27	63.32
6	75,475.31	6,289.61	405.78	57.97	77,794.87	6,482.91	418.25	59.75	80,128.85	6,677.40	430.80	61.54	82,448.41	6,870.70	443.27	63.32	84,781.36	7,065.11	455.81	65.12
7	77,794.87	6,482.91	418.25	59.75	80,128.85	6,677.40	430.80	61.54	82,448.41	6,870.70	443.27	63.32	84,781.36	7,065.11	455.81	65.12	87,115.34	7,259.61	468.36	66.91
8	80,128.85	6,677.40	430.80	61.54	82,448.41	6,870.70	443.27	63.32	84,781.36	7,065.11	455.81	65.12	87,115.34	7,259.61	468.36	66.91	89,434.90	7,452.91	480.83	68.69
9	82,448.41	6,870.70	443.27	63.32	84,781.36	7,065.11	455.81	65.12	87,115.34	7,259.61	468.36	66.91	89,434.90	7,452.91	480.83	68.69	91,755.49	7,646.29	493.31	70.47
10	84,781.36	7,065.11	455.81	65.12	87,115.34	7,259.61	468.36	66.91	89,434.90	7,452.91	480.83	68.69	91,755.49	7,646.29	493.31	70.47	94,088.44	7,840.70	505.85	72.26
11	87,101.95	7,258.50	468.29	66.90	89,434.90	7,452.91	480.83	68.69	91,755.49	7,646.29	493.31	70.47	94,088.44	7,840.70	505.85	72.26	96,409.03	8,034.09	518.33	74.05
12	89,434.90	7,452.91	480.83	68.69	91,755.49	7,646.29	493.31	70.47	94,088.44	7,840.70	505.85	72.26	96,409.03	8,034.09	518.33	74.05	98,741.98	8,228.50	530.87	75.84
13					94,088.44	7,840.70	505.85	72.26	96,409.03	8,034.09	518.33	74.05	98,741.98	8,228.50	530.87	75.84	101,075.96	8,423.00	543.42	77.63
14									98,741.98	8,228.50	530.87	75.84	101,075.96	8,423.00	543.42	77.63	103,395.52	8,616.29	555.89	79.41
15													103,395.52	8,616.29	555.89	79.41	105,729.50	8,810.79	568.44	81.21
16																	108,049.06	9,004.09	580.91	82.99

Stipends (Annual):

Bachelor's Degree	800
Master's Degree	1300
Doctorate Degree	1800
Employees will receive the highest educational stipend only.	
Education degrees must be from an accredited college or university.	
Education stipends shall be pro-rated based upon contracted teaching assignment, percentage, and daily rate	

Historical Information:

Board approved 9/25/2015: 2% increase for all staff (2015/16)
Board approved 5/25/2016: 3% increase for all staff (2016/17)
Board approved 4/13/2017: 3% increase for all staff (2017/18)

Notes:

Initial placement on the salary schedule is determined by Administration based upon factors, including, but not limited to, teaching experience and level of education
Advancement to subsequent columns is made upon verification of approved units since date of hire
Salary schedule is based upon 186 workdays including 4 professional development days
Rates shown are not necessarily the exact amount generated by the automated payroll system due to possible rounding.

Mission Valley ROP

5019 Stevenson Blvd

Fremont, CA 94538

**2017-18 CERTIFICATED TEACHER SALARY SCHEDULE****Substitutes, Non-instructional, and Summer School****

Position	Description	Hourly Rate
Substitute Instructor (regular)	Does not have a regular teaching assignment at MVROP Completes Keenan Safe Schools mandatory training	33.58
Substitute Instructor (long term)	Substitutes for more than 10 days Long-term sub rate is retro-active to the first day if assignment lasts 10 days or longer This rate is used to calculate differential pay for instructors on Medical leave (when all other paid leave is exhausted)	36.50
Substitute Instructor (MVROP instructor with assigned class)	Teacher with regular instructional assignment who also subs	36.50
Non-instructional hourly instructor	Curriculum development CC/CVE hours Faculty Meetings* WASC Meetings* Safety Meetings*	36.50
Summer School	Hourly**	47.00

*Cluster leaders receive stipend in lieu of hourly pay

**Currently inactive

Notes:

All hourly assignments are for instructional hours only. Pay for prep is included in the hourly rate

Rates shown are not necessarily the exact amount generated by the automated payroll system due to possible rounding.

Historical Information:

Board approved 9/25/2015: 2% increase for all staff (2015/16)

Board approved 5/25/2016: 3% increase for all staff (2016/17)

Board approved 4/13/2017: 3% increase for all staff (2017/18)

Updated 6/9/2017

Mission Valley ROP
5019 Stevenson Blvd
Fremont, CA 94538



2017-18 MANAGEMENT SALARY SCHEDULE													
				COLUMN						8 YRS	11 YRS	14 YRS	17 YRS
STEP	POSITION	WORK DAYS		C	D	E	F	G	H	I	J	K	L
1	Admin Assistan/Public	261	Annual	80,764.70	83,865.93	86,967.15	89,558.89	92,261.38	95,030.33	97,400.55	99,837.22	102,318.20	104,887.78
	Relations Administrator		Monthly	6,730.39	6,988.83	7,247.26	7,463.24	7,688.45	7,919.19	8,116.71	8,319.77	8,526.52	8,740.65
	Information Technology Manager		Daily	309.44	321.33	333.21	343.14	353.49	364.10	373.18	382.52	392.02	401.87
	(Classified)		Hourly	38.68	40.17	41.65	42.89	44.19	45.513	46.65	47.81	49.00	50.23
2	ROP Coordinator	226	Annual	108,317.82	113,547.96	118,778.13	122,341.46	125,901.49	129,792.06	133,036.86	136,362.78	139,771.87	143,266.16
	(Certificated)		Monthly	9,026.48	9,462.33	9,898.18	10,195.12	10,491.79	10,816.01	11,086.41	11,363.57	11,647.66	11,938.85
			Daily	479.28	502.42	525.57	541.33	557.09	574.30	588.66	603.38	618.46	633.92
			Hourly	59.91	62.80	65.70	67.67	69.64	71.79	73.58	75.42	77.31	79.24
3	Director of Educational Services	226	Annual	121,020.55	126,019.27	131,018.02	134,948.55	138,997.01	143,166.92	146,746.09	150,414.74	154,175.12	158,029.48
	(Certificated)		Monthly	10,085.05	10,501.61	10,918.17	11,245.71	11,583.08	11,930.58	12,228.84	12,534.56	12,847.93	13,169.12
			Daily	535.49	557.61	579.73	597.12	615.03	633.48	649.32	665.55	682.19	699.25
			Hourly	66.94	69.70	72.47	74.64	76.88	79.19	81.16	83.19	85.27	87.41
3	Director of Business Services	261	Annual	121,014.15	126,020.41	131,026.67	134,947.50	139,001.24	143,165.75	146,754.30	150,409.31	154,175.09	158,029.46
	(Classified)		Monthly	10,084.51	10,501.70	10,918.89	11,245.62	11,583.44	11,930.48	12,229.52	12,534.11	12,847.92	13,169.12
			Daily	463.66	482.84	502.02	517.04	532.57	548.53	562.28	576.28	590.71	605.48
			Hourly	57.96	60.35	62.75	64.63	66.57	68.57	70.28	72.04	73.84	75.68

Stipends (Annual):	
Bachelor's Degree	800
Master's Degree	1300
Doctorate Degree	1800
Employees will receive the highest educational stipend only.	
Education degrees must be from an accredited college or university.	

Historical Information:
Board approved 9/25/2015: 2% increase for all staff (2015/16)
Board approved 5/25/2016: 3% increase for all staff (2016/17)
Board approved 4/13/2017: 3% increase for all staff (2017/18)

Notes:
Certificated Management Work Days do not include vacation days and holidays
Rates shown are not necessarily the exact amount generated by the automated payroll system due to possible rounding.



2017-18 CLASSIFIED CLERICAL SALARY SCHEDULE

STEP			A	B	C	D	E	8 YR	11 YR	14 YR	17 YR	20 YR	23 YR	26 YR	29 YR	32 YR
1	Attendance Clerk	Hourly	18.84	19.63	20.39	21.21	22.09	22.64	23.20	23.79	24.38	24.98	25.61	26.25	26.91	27.58
		Daily	150.73	157.01	163.12	169.66	176.70	181.12	185.62	190.28	195.04	199.87	204.88	210.00	215.25	220.63
		Monthly	3,278.44	3,415.04	3,547.95	3,690.09	3,843.30	3,939.29	4,037.13	4,138.66	4,242.03	4,347.25	4,456.16	4,567.57	4,681.76	4,798.80
		Annual	39,341.23	40,980.45	42,575.36	44,281.03	46,119.61	47,271.50	48,445.54	49,663.87	50,904.36	52,167.00	53,473.94	54,810.79	56,181.06	57,585.59
2	Accounting Technician	Hourly	21.49	22.51	23.56	24.58	25.59	26.23	26.89	27.56	28.25	28.96	29.68	30.43	31.19	31.97
	Receptionist/Administrative	Daily	171.95	180.10	188.50	196.65	204.71	209.80	215.15	220.50	226.01	231.70	237.47	243.41	249.49	255.73
	Services Specialist (231 Days)*	Monthly	3,739.93	3,917.14	4,099.89	4,277.10	4,452.47	4,563.23	4,679.52	4,795.82	4,915.81	5,039.49	5,165.01	5,294.14	5,426.49	5,562.15
		Annual	44,879.13	47,005.68	49,198.69	51,325.24	53,429.64	54,758.73	56,154.29	57,549.84	58,989.70	60,473.85	61,980.16	63,529.66	65,117.90	66,745.85
3	Senior Accounting Technician	Hourly	23.56	24.63	25.71	26.81	27.88	28.57	29.28	30.01	30.77	31.53	32.33	33.13	33.96	34.81
	Secretary/Personnel Technician	Daily	188.50	197.07	205.64	214.47	223.04	228.56	234.25	240.10	246.13	252.24	258.60	265.07	271.70	278.49
		Monthly	4,099.89	4,286.33	4,472.78	4,664.76	4,851.20	4,971.19	5,094.87	5,222.24	5,353.30	5,486.21	5,624.66	5,765.27	5,909.41	6,057.14
		Annual	49,198.68	51,436.00	53,673.31	55,977.07	58,214.38	59,654.24	61,138.39	62,666.86	64,239.62	65,834.53	67,495.90	69,183.30	70,912.88	72,685.70
3.10	Attendance Specialist	Hourly	25.47	26.63	27.82	29.09	30.39	31.16	31.93	32.74	33.56	34.40	35.25	36.14	37.04	37.96
		Daily	203.78	213.03	222.53	232.72	243.16	249.27	255.46	261.91	268.45	275.24	282.03	289.08	296.31	303.72
		Monthly	4,432.16	4,633.37	4,840.12	5,061.64	5,288.69	5,421.60	5,556.36	5,696.65	5,838.79	5,986.47	6,134.15	6,287.50	6,444.69	6,605.80
		Annual	53,185.98	55,600.49	58,081.47	60,739.67	63,464.32	65,059.23	66,676.29	68,359.81	70,065.48	71,837.62	73,609.74	75,449.99	77,336.24	79,269.64
4	Administrative Secretary	Hourly	26.35	27.53	28.77	30.09	31.43	32.23	33.03	33.85	34.69	35.56	36.44	37.35	38.29	39.24
	Grants Coordinator/	Daily	210.82	220.24	230.17	240.70	251.48	257.84	264.21	270.83	277.53	284.49	291.54	298.82	306.29	313.95
	Admin Assistant	Monthly	4,585.38	4,790.28	5,006.26	5,235.16	5,469.60	5,608.05	5,746.49	5,890.48	6,036.31	6,187.68	6,340.89	6,499.42	6,661.90	6,828.45
		Annual	55,024.56	57,483.38	60,075.12	62,821.91	65,635.17	67,296.54	68,957.91	70,685.74	72,435.71	74,252.14	76,090.72	77,992.99	79,942.82	81,941.39

Notes:

Annual and Monthly Rates are based on a full time schedule, 8 hours per day, 261 days per year, 12 months per year.

Classified staff annual salaries are calculated based upon hourly rates

Unless otherwise noted, work year for classified staff is 261 days per year.

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Unit Advancement-Courses/workshops must be preapproved by Director of Business Services and all fees paid by staff member

Units	While in Columns F through N			
	Before reaching Column F	Advance to Column F at the appropriate time	Increase Current Salary by 2%	Advance to next column at appropriate time
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Historical Information:

Board approved 9/25/2015: 2% increase for all staff (2015/16)

Board approved 5/25/2016: 3% increase for all staff (2016/17)

Board approve 3/16/2017: longevity steps L, M, and N

Board approved 4/13/2017: 3% increase for all staff (2017/18)

Board approved 5/18/2017: addition of unit advancement for classified non-management

Stipends (Annual):

Bachelor's Degree 800

Master's Degree 1300

Doctorate Degree 1800

Employees will receive the highest educational stipend only.

Education degrees must be from an accredited college or university.



2017-18 CLASSIFIED OPERATIONS SALARY SCHEDULE

STEP			A	B	C	D	E	8 YR	11 YR	14 YR	17 YR	20 YR	23 YR	26 YR	29 YR	32 YR
1	Custodian I	Hourly	20.11	20.97	21.88	22.76	23.70	24.29	24.90	25.53	26.16	26.82	27.49	28.18	28.88	29.60
	Campus Supervisor*	Daily	160.92	167.79	175.01	182.05	189.60	194.36	199.19	204.20	209.29	214.56	219.90	225.40	231.04	236.81
	(197 Days)	Monthly	3,499.95	3,649.48	3,806.38	3,959.60	4,123.89	4,227.26	4,332.48	4,441.39	4,552.15	4,666.60	4,782.90	4,902.47	5,025.03	5,150.66
		Annual	41,999.42	43,793.70	45,676.59	47,515.17	49,486.66	50,727.15	51,989.79	53,296.73	54,625.83	55,999.23	57,394.78	58,829.65	60,300.39	61,807.90
2	Custodian I	Hourly	21.12	22.02	22.96	23.90	24.88	25.49	26.13	26.79	27.46	28.14	28.84	29.56	30.30	31.05
	(Night)	Daily	168.98	176.19	183.66	191.22	199.02	203.95	209.04	214.30	219.65	225.08	230.68	236.45	242.36	248.42
	(5% Differential for night shift)	Monthly	3,675.32	3,832.23	3,994.67	4,158.96	4,328.79	4,435.86	4,546.61	4,661.06	4,777.36	4,895.50	5,017.34	5,142.77	5,271.34	5,403.12
	Custodian I* (Night Part-Time)	Annual	44,103.82	45,986.71	47,936.05	49,907.54	51,945.49	53,230.28	54,559.37	55,932.77	57,328.32	58,746.02	60,208.03	61,713.23	63,256.06	64,837.47
	(195 Days)															
3	Custodian II	Hourly	22.61	23.73	24.91	26.15	27.48	28.16	28.86	29.59	30.32	31.07	31.86	32.66	33.47	34.31
		Daily	180.86	189.86	199.28	209.21	219.82	225.25	230.85	236.71	242.56	248.59	254.87	261.24	267.77	274.47
		Monthly	3,933.75	4,129.43	4,334.33	4,550.31	4,781.05	4,899.19	5,021.03	5,148.40	5,275.77	5,406.83	5,543.44	5,682.02	5,824.07	5,969.67
		Annual	47,205.04	49,553.11	52,011.94	54,603.68	57,372.63	58,790.33	60,252.33	61,780.79	63,309.25	64,882.02	66,521.23	68,184.26	69,888.87	71,636.09

Notes:

Annual and Monthly Rates are based on a full time schedule, 8 hours per day, 261 days per year, 12 months per year.

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Stipends (Annual):

Bachelor's Degree 800

Master's Degree 1300

Doctorate Degree 1800

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2017-18 CLASSIFIED TECHNICAL SALARY SCHEDULE

STEP			A	B	C	D	E	8 YR F	11 YR G	14 YR H	17 YR I	20 YR J	23 YR K	26 YR L	29 YR M	32 YR N
1	Technology Aide * (194 Days)	Hourly	21.48	22.51	23.56	24.58	25.59	26.23	26.89	27.56	28.25	28.96	29.68	30.43	31.19	31.97
	Computer Repair Tech	Daily	171.87	180.10	188.50	196.65	204.71	209.80	215.15	220.50	226.01	231.70	237.47	243.41	249.49	255.73
		Monthly	3,738.08	3,917.14	4,099.89	4,277.10	4,452.47	4,563.23	4,679.52	4,795.82	4,915.81	5,039.49	5,165.01	5,294.14	5,426.49	5,562.15
		Annual	44,856.97	47,005.68	49,198.68	51,325.24	53,429.64	54,758.73	56,154.28	57,549.84	58,989.69	60,473.84	61,980.16	63,529.66	65,117.90	66,745.85
2	Technology Specialist	Hourly	28.03	28.21	30.65	32.03	33.51	34.34	35.20	36.08	36.97	37.90	38.85	39.82	40.82	41.84
	Computer Repair Spec	Daily	224.23	225.67	245.20	256.23	268.11	274.73	281.61	288.65	295.78	303.16	310.80	318.57	326.54	334.70
		Monthly	4,877.04	4,908.42	5,333.00	5,572.97	5,831.41	5,975.39	6,124.92	6,278.13	6,433.19	6,593.79	6,759.93	6,928.93	7,102.15	7,279.70
		Annual	58,524.51	58,901.09	63,995.95	66,875.66	69,976.88	71,704.71	73,498.99	75,337.57	77,198.30	79,125.49	81,119.13	83,147.11	85,225.79	87,356.43

Notes:
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Mission Valley ROP
5019 Stevenson Blvd
Fremont, CA 94538



2017-18 SALARY SCHEDULE

Other Positions

Position	Hourly Rate
Clinical Supervisor	43.60
Classified Clerical Aide	11.68

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(2015/16)

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(2016/17)

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rounding.



Board of Education



Board of Education #1

Mission Valley ROP
Governing Council Meeting Schedule
2017/2018 School Year

The Governing Council meets at 4 p.m. on the third Thursday of the month (when not conflicting with a school holiday) in the MVROP Board Room. Dates to be considered for the beginning of the 2017/2018 school year are as follows:

- **Thursday, September 21, 2017**
- **Thursday, October 19, 2017**
- **Wednesday, November 15, 2017**
- **Wednesday, December 13, 2017**

MVROP Governing Council
Fremont Unified School District
New Haven Unified School District
Newark Unified School District

3rd Thursday
2nd, 4th Wednesday
1st, 3rd Tuesday
1st, 3rd Tuesday



End of Board Packet