



Board Agenda

Compton Community College District

Tuesday, March 25, 2014
Closed Session to Commence at 4:00 p.m.
Open Session to Commence at 5:00 p.m.

BOARD ROOM
1111 E. Artesia Boulevard
Compton, California 90221

- I. **Call to Order at 4:00 p.m.**
- II. **Roll Call**
 - Dr. Deborah LeBlanc
 - LoWanda Green
 - Leslie Irving
 - Sonia Lopez
 - Andres Ramos
 - Miguel Quintero
 - Mr. Thomas E. Henry, Special Trustee
 - Dr. Keith Curry, Chief Executive Officer
- III. **Approval of Closed Session Agenda**
- IV. **Requests to Address the Board of Trustees – Closed Session Agenda Matters**
- V. **Recess to Closed Session in accordance with the Ralph M. Brown Act (Government Code Sections 54950 and following) and Education Code Section 72122 to discuss or take action on the following items:**
 - A. **PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, PURSUANT TO GOVERNMENT CODE SECTION 54957(B):**
 1. Three Cases
 - B. **CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION:**
 1. Conference with legal counsel--existing litigation (Subdivision (a) of Section 54956.9)
 - a. Compton Community College Federation vs. Compton Community College District: Case No. LA-CE-5564-E.
 - C. **CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54957.6:**
 1. Agency designated representative: Dr. Keith Curry, CEO
Employee organizations: Compton Community College Federation of Employees, Classified Employees Federation of Employees, Certificated Employees

D. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO GOVERNMENT CODE SECTION 54957(B):

1. Chief Executive Officer

VI. Reconvene to Open Session at 5:00 p.m.

VII. Roll Call

LoWanda Green
Leslie Irving
Sonia Lopez
Andres Ramos
Miguel Quintero
Dr. Deborah LeBlanc
Mr. Thomas E. Henry, Special Trustee
Dr. Keith Curry, Chief Executive Officer

VIII. The Pledge of Allegiance

IX. Report of Actions Taken in Closed Session Pursuant to Government Code Section 54957.1

X. Approval of Open Session Agenda

XI. Requests to Address the Board of Trustees – Agenda/Non-Agenda Items

XII. Minutes of February 18, 2014

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XIII. Reports from Representatives and Employee Organizations

1. Faculty Representative Report – Jerome Evans
2. Classified Representative Report – Gloria Hughes
3. Academic Senate President Report – Michael Odanaka
4. CCCFE Certificated Employees Report – Toni Wasserberger
5. CCCFE Classified Employees Report – Dr. Joseph Lewis
6. Associated Student Body Report – ASB Representative

XIV. Presentations

1. Compton Community College District Facilities Projects Update – Linda Owens, Director, Facilities, Planning & Operations

XV. Consent Agenda – Recommendation of the CEO

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1. Administrative Services
 - A. Purchase Orders
 - B. Stale Dated Warrants
2. Human Resources
 - A. Management Team Personnel Actions
 - B. Academic Employment and Personnel Changes
 - C. Eligibility List
 - D. Classified Employees
 - E. Temporary Non-Classified Service Employees

XVI. Action Items

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1. Office of the Special Trustee
 - A. California Community College Trustees Board Elections
 - B. 2014 Board Meeting Dates – Revised
2. Office of the CEO
 - A. Absence of a Board Member
 - B. Board of Trustees’ Travel/Conference Requests
 - C. Approval of Special Trustee’s Advisory Committee Member
 - D. Ratification – Learning Resources Center (LRC) Name Change
3. Administrative Services
 - A. Contracts
 - B. Ratification of Agreement with Chabot-Las Positas Community College District in Providing Compton Regional Early Childhood Mentor Program # CN110123
 - C. Budget Adjustments/Augmentations/Transfers
4. Facilities Planning and Development
 - A. Contracts
 - B. Change Orders

XVII. Discussion/Information Items

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1. Office of the Special Trustee
 - A. Special Trustee’s Advisory Committee 2014 Meeting Dates
2. Office of the CEO
 - A. Board of Trustees Presentations and Reports Schedule for 2014
 - B. Citizens’ Bond Oversight Committee 2014 Meeting Dates
 - C. Board Policy 2735 – Board of Trustees’ Travel (First Reading)
 - D. Board Policy 5205 – Student Accident Insurance (First Reading)
3. Academic Affairs/Student Services
 - A. El Camino College Compton Center FTES Goals and Actuals 2013-2014
4. Administrative Services
 - A. 2014-2015 Budget Development Calendar
 - B. AB 2910 Quarterly Financial Status Report
 - C. Measure CC Bond Fund Category Budgets and Balances

XVIII. Oral Reports

1. Compton Center
2. Chief Executive Officer
3. Student Trustee
4. Board of Trustees
5. Special Trustee

XIX. Next regularly scheduled meeting date: Tuesday, April 15, 2014

Closed Session begins at 4:00 p.m.
Open Session begins at 5:00 p.m.

XX. Adjournment

COMPTON COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES REGULAR MEETING

Tuesday, February 18, 2014

MEETING MINUTES

- I. The Board of Trustees Meeting was called to order at 4:04 p.m.
 - II. Roll Call – Members Present
 - Mr. Thomas Henry, Special Trustee
 - Dr. Keith Curry, Chief Executive Officer
 - III. Approval of Closed Session Agenda – **Approved**
 - IV. Requests to address the Board of Trustees – Closed Session Agenda Matters
 - No Requests
 - V. Recess to Closed Session at 4:05 p.m. in accordance with the Ralph M. Brown Act (Government Code Sections 54950 and following) and Education Code Section 72122, to discuss or take action on the following items:
 - A. Public Employee Discipline/Dismissal/Release/Pursuant to Government Code Section 54957(B)
 - B. Public Employee Appointment Pursuant To Government Code Section 54957(B)
 - C. Conference with Labor Negotiators Pursuant to Government Code Section 54957.6
 - D. Public Employee Performance Evaluation Pursuant to Government Code Section 54957(B)
 - VI. Reconvene to Open Session of the Board of Trustees at 5:03 p.m.
 - VII. Roll Call – Members Present
 - Deborah LeBlanc
 - LoWanda Green
 - Leslie Irving
 - Sonia Lopez
 - Andres Ramos
 - Miguel Quintero
 - Keith Curry
 - Thomas Henry
 - VIII. Pledge of Allegiance – Led by Reuben James
 - IX. Report of Actions Taken by Special Trustee during closed session:
 - Item V. A.1: The Special Trustee took action to terminate the employment of a Children’s Center Aid.
- No other reportable action taken**

- X.** Approval of Open Session Agenda – **Approved, with corrections**
(Correction: Pg. 50, Amendment, Item #2 - ... from \$210,000 to ~~660,000~~, s/b to \$255,000; NTE: ~~\$120,000~~, s/b \$255,000. Ratification, Item #3 - Dates: 12/19/2014, s/b 2013
- XI.** Requests to address the Board of Trustees – Agenda/Non-Agenda Items
Nehasi Lee – Concerned about the elected Board members being seated with the audience.
- XII.** Minutes of January 21, 2014 – **Approved**
- XIII. Reports from Representatives and Employee Organizations**
- A. Faculty Representative Report – Jerome Evans: Professor Evans gave an update on Black History Month events, and commended the ASB and Mr. Butler for their great job; thanked Ms. Perez and Dr. Curry for their support. Announced that a book fair will be held on February 26th and 27th, and asked for donations of books.
 - B. Classified Representative Report – Gloria Hughes: Absent
 - C. Academic Senate President Report – Michael Odanaka: Thanked the CEO for withdrawing the “Application for Exemption from the 50% Law.
 - D. CCCFE Certificated Employees Report –Toni Wasserberger: Stated that she is pleased that the CEO for withdrew the “Application for Exemption from the 50% Law, and glad he is developing plans to always meet the 50% requirement.
 - E. CCCFE Classified Employees Report – Dr. Joseph Lewis: Asked that something be done about the lack of hot water in the Administration Building restrooms.
 - F. Associated Student Body Report – Carlos Ornelas, ASB President thanked all previous ASB members for their work and announced a Black History Month event scheduled for February 19th recognizing the accomplishments of Mr. Paul Roberson.
- XIV. Presentations**
- 1. Student Success and Support Program Implementation
Albert Jimenez, Instructional Specialist, gave a PowerPoint presentation and distributed copies of his presentation on the Student Success Center.
- XV. Consent Agenda – Recommendation of Interim CEO**
- 1. Administrative Services – **Approved**
 - A. Purchase Orders
 - B. Stale Dated Warrants
 - C. Amendment 01 - State Agreement for Child Development Services – CCTR-3081 (REVENUE)
 - D. Amendment 01 - State Agreement for Child Development Services – CSPP-3164 (REVENUE)
 - 2. Human Resources – **Approved**
 - A. Management Team Personnel Action
 - B. Academic Employment and Personnel Changes
 - C. Eligibility List
 - D. Classified Employees
 - E. Temporary Non-Classified Service Employees
- XVI. Action Items**
- 1. Office of the Special Trustee – **Approved**
 - A. Special Trustee’s Advisory Committee ByLaws

2. Office of the CEO – **Approved**
 - A. Resolution #02-18-2014A – Reduction or Discontinuance of Particular Kinds of Service – Director of Special Programs and Services
 - B. Resolution #02-18-2014B – Authorizing the Issuance of the Compton Community College District (Los Angeles County, California) 2002, Series 2004A General Obligation Refunding Bonds.
3. Administrative Services – **Approved**
 - A. Contracts
 1. ROBERT LEE JOHNSON - To present at the Authors at Compton Event
 2. INTERACT COMMUNICATIONS, INC. - To provide detailed report after performing an online survey of media, web and social media references of students and community.
 - B. Budget Transfers
4. Facilities Planning and Development – **Approved**
 - A. Contracts – Agreements
 1. ALTA ENVIRONMENTAL - To conduct air monitoring and contractor observation during asbestos and lead abatement related work for the Allied Health Project.
 2. LCC3 CONSTRUCTION SERVICES, INC. - To provide DSA inspection services for the Allied Health Project.

Amendments:

 1. KPFF CONSULTING ENGINEERS - Original agreement was board approved on December 14, 2012.
 2. GEO TEK, INC. - Original agreement was board approved on May 16, 2012.

Ratifications:

 1. JUST BLINDS AND FLOORING - To provide and install window coverings in Room F-10.
 2. MB HERZOG - To provide electrical repairs for the various areas on campus, supply all necessary materials, equipment and labor.
 3. WEATHERPROOFING TECHNOLOGIES, INC. - To repair various roofs as part of scheduled maintenance for the campus.
 - B. Change Orders

XVII. Discussion/Information Items – Received for Information/Discussion

1. Office of the Special Trustee
 - A. Special Trustee’s Advisory Committee Minutes of December 16, 2013, and October 21, 2013.
 - B. Special Trustee’s Advisory Committee Meeting Dates
2. Office of the CEO
 - E. Update on Compton Community College District 50% Law Compliance for 2012-2013
 - F. Board of Trustees Presentations and Reports Schedule
 - G. Measure CC Citizens’ Bond Oversight Committee Meeting Dates
3. Academic Affairs/Student Services
 - A. El Camino College Compton Center 2012-2013 Annual Fact Book Report
4. Administrative Services
 - A. Budget Update by Felipe Lopez, CBO
 - B. Budget to Actuals as of December 31, 2013
 - C. Actual Enrollment Fee Revenue Report 323, California Community Colleges
 - D. Measure CC Bond Fund Category Budgets and Balances

XVIII. Oral Reports

1. Compton Center – Barbara Perez, VP Compton Center
Ms. Perez gave a PowerPoint presentation on the Student Success and Support Programs implementation at the Compton Center.
2. CEO Report:
Dr. Curry reported that he is continuing with community engagement and outreach; the Grand Opening for the LRC (Library-Student Success Center) will be held on April 15th at 2:00 p.m.
3. Board of Trustees Reports:
Student Trustee Miguel Quintero reported that students are concerned with the title change of Mr. Robert Butler. He also thanked the CEO and Special Trustee for changing the length of service of the Student Representative to the Advisory Committee. Also thanked Dr. Curry, Mr. Henry, Dr. Fallo and others involved, for the \$50,000 allocation for student activities.

Trustee Andres Ramos: Stated that he is glad the CEO withdrew the Request for Exemption from the 50% Law; requested an update on the Eligibility Application. Mr. Ramos reported that he and Trustee Lopez attended a gospel brunch in celebration of Black History Month and also the Major League Baseball (MLB) Urban Youth Academy Community Day event.

Dr. Curry responded that he will provide this information to the Board.

Trustee Sonia Lopez: Reported that she attended a gospel brunch, the MLB Urban Youth Academy Community Day, and also the Paramount Chamber of Commerce State of the City address.

Trustee Irving: thanked the CEO and Special Trustee for allowing her to attend the CCLC Effective Trustee Workshop and Legislative Conference in Sacramento; reported that she attended the MLB Urban Youth Academy Community Day event.

Trustee LoWanda Green: Said she learned a lot at the CCLC conference held in Sacramento; she attended the meeting in South Gate; a lot is going on, and she will be right here.

Trustee Deborah LeBlanc: Thanked Dr. Curry for taking the board members to dinner in Sacramento; proud to have had all the Compton District elected trustees in attendance at the CCLC Conference in Sacramento. Mentioned the African American California Community Colleges Trustees' Caucus she and Dr. John Hamilton founded in 2010, with 'Closing the Academic Gap for African American Males' as their signature project. Thanked Dr. Curry for the binder created for the Trustees which contains a wealth of information looking forward to the scheduled study sessions. Requested the meeting be adjourned in memory of Sister Wanda Hendrix.

4. Special Trustee Henry: Mentioned complements he received from other trustees about Compton District Trustees attending the CCLC Conference in Sacramento.

XIX. Next regularly scheduled meeting: Tuesday, March 25, 2014

Closed session begins at 4:00 p.m.

Open session begins at 5:00 p.m.

XX. Meeting adjourned at 7:20 p.m. in memory of Wanda Hendrix of Atlanta, Georgia.

Agenda for the Compton Community College District Board of Trustees
from
Office of the Chief Executive Officer (CEO)
Keith Curry

XV. CONSENT AGENDA – Recommendation of the CEO

1. Administrative Services
 - A. Purchase Orders
 - B. Stale Dated Warrants

2. Human Resources
 - A. Management Team Personnel Actions
 - B. Academic Employment and Personnel Changes
 - C. Eligibility List
 - D. Classified Employees
 - E. Temporary Non-Classified Service Employees

Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Felipe Lopez, CBO

1A. PURCHASE ORDERS AND BLANKET PURCHASE ORDERS FOR FEBRUARY 2014

Compton Community College District
BOARD OF TRUSTEES PURCHASE ORDER LISTING
Meeting Date: 3/25/2014

The following purchase orders have been issued in accordance with the District's purchasing policy and authorization of the Special Trustee. It is recommended that the following purchase orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

P.O. Number	Vendor Name	Site Name	Description	P.O. Cost
Fund 01 Unrestricted-Compton Ed Center				
P0083789	ACCCA	Office of the CEO	Travel and Conference	\$225.00
P0702153	Bobco Metals	I&T Division	Instructional Supplies	\$2,763.37
P0702160	Office Xpress	Admissions/Records	Equipment	\$1,461.14
P0702161	Oasis Business Supply	Life Sciences	Instructional Supplies	\$361.88
P0702162	Office Solutions	Admissions/Records	Equipment	\$824.04
P0702165	Office Xpress	Admissions/Records	Equipment	\$103.36
P0702179	Paramount Chamber of	Office of the CEO	Dues and Memberships	\$165.00
P0702181	Elizabeth Martinez	Student Recruitment	Non-Instruct Supplies	\$296.44
P0702235	Daily Breeze, the	Office of the CEO	Multi Media Advertising	\$728.75
P0702253	TAJ Office & School	Financial Aid	Equipment	\$4,092.90
P0702254	TAJ Office & School	Academic Affairs	General Office Supplies	\$786.50
P0702255	Vizion Marketing	Student Affairs	Non-Instruct Supplies	\$164.25
P0702256	Truth in Light	Nursing	Other Services and Expenses	\$288.85
P0702257	Long Beach Ice Co	Student Affairs	Non-Instruct Supplies	\$793.00
P0702258	The College Board	Office of the CEO	Dues and Memberships	\$325.00
P0702259	Olpin Group	Academic Affairs	New Equipment - Instr Lease	\$80,014.30
P0702288	Premier Computer	Academic Affairs	New Equipment - Instr Lease	\$916.65
P0702291	Grainger	Academic Affairs	Instructional Supplies	\$700.91
P0702294	Western Illuminated	Operations	Repairs Non-instructional	\$602.37
P0702295	Bay Pro Auto Equipment	I&T Division	Rents/ Leases and Repairs	\$382.50
P0702317	TAJ Office & School	Nursing	General Office Supplies	\$2,573.42
P0702319	Full Compass Systems	Academic Affairs	New Equipment - Instr Lease	\$1,348.99
P0702322	Harris Janitorial Supplies	I&T Division	Instructional Supplies	\$569.48
P0702324	S and B Compton	First Year	Hospitality	\$663.00
P0702325	Eps Express Printing	Student Affairs	Non-Instruct Supplies	\$457.80
P0702327	Mr. Robert E. Lee	Academic Affairs	Contract Services	\$500.00
P0702328	R & D Printing	Public Relations &	Printing	\$379.00
P0702329	R & D Printing	Academic Affairs	Printing	\$397.00
P0702330	Exlibris Group	Academic Programs	License Fee/Site Licenses -ITS	\$32,613.21
P0702346	Office Solutions	Fiscal Services	Equipment	\$436.00
P0702362	A2 Mend	Admissions/Records	Conferences Mgmt	\$425.00
P0702372	A2 Mend	First Year	Conferences Other	\$3,325.00
P0702374	Bev's Balloons, Flowers,	Student Affairs	Non-Instruct Supplies	\$403.65
P0702403	Cclc / Cccaa Convention	Athletics	Travel and Conference	\$500.00
P0702453	TAJ Office & School	I&T Division	Instructional Supplies	\$1,075.14
P0702455	Sports Imports	Academic Affairs	New Equipment - Instr Lease	\$3,065.30
P0702456	Mt Sac Relays	Athletics	Other Services and Expenses	\$327.00
P0702457	Cal State University of	Athletics	Other Services and Expenses	\$380.00
P0702459	All Pro Fence	Operations	Non-instructional Supplies	\$955.93

Fund 01 Total: 39

\$146,391.13

Fund 10	Restricted-Compton Ed Center			
P0702163	Vizion Marketing	BFAP Augmentation	Special Events-Direct Costs	\$3,488.00
P0702171	Nelly Alvarado	Summer Food Program	Other Services and Expenses	\$103.70
P0702180	S&B Foods	BFAP Augmentation	Special Events-Direct Costs	\$170.00
P0702205	Office Solutions	Student Success	New Equipment -	\$354.96
P0702232	Pro Doc Technologies	Board of Trustees	Printing	\$637.73
P0702290	Compton Community	Foster Care Ed	Other Payments To/For	\$1,000.00
P0702296	S and B Compton	CAA (10-091-002)	Non-Instruct Supplies	\$212.50
P0702303	Edgt Inc.	DHS Mentoring	Instructional Supplies	\$3,510.00
P0702318	Nelly Alvarado	Summer Food Program	Other Services and Expenses	\$100.00
P0702350	S and B Compton	Student Success	Non-Instruct Supplies	\$1,350.00
P0702449	Office Xpress	Student Success	New Equipment -	\$454.43
		Fund 10 Total: 11		\$11,381.32
Fund 13	Compton Line of Credit			
P0702233	Kern County	Board of Trustees	Contract Services	\$59,636.54
		Fund 13 Total: 1		\$59,636.54
Fund 40	Capital Outlay Fund-Compton Ed			
P0702326	Wausa Tile	CSI-Campus Site	Site Improvements	\$3,825.90
P0702373	Just Blinds and Flooring	CSI-Campus Site	Site Improvements	\$1,565.39
		Fund 40 Total: 2		\$5,391.29
Fund 45	Revenue Construct Bond - Compton			
P0702116	AT&T Datacomm	Learning Resource	Contract Services	\$137,365.97
P0702123	AT&T Datacomm	Learning Resource	Contract Services	\$153,874.17
P0702360	Ng It Solutions	Learning Resource	Equipment	\$10,587.60
		Fund 45 Total: 3		\$301,827.74
		PO Funds Total: 56		\$24,628.02
Fund 01	Unrestricted-Compton Ed Center			
B0710787	S and B Compton	I&T Division	Hospitality	\$1,000.00
B0710800	The Magic Rose	Student Affairs	Non-Instruct Supplies	\$1,510.00
B0710805	Ward's Natural Science	Natural Sciences	Instructional Supplies	\$8,020.00
B0710813	Vavrinek, Trine, Day &	Fiscal Services	Contract Services	\$5,200.00
		Fund 01 Total: 4		\$15,730.00
Fund 10	Restricted-Compton Ed Center			
B0710791	Expressions to Wear	TANF	Student Incentive Account	\$15,000.00
B0710795	S&B Foods	EOPS	Bus Passes and Food	\$20,000.00
B0710801	TAJ Office & School	Foster Care Ed	Non-Instruct Supplies	\$150.00
B0710812	TAJ Office & School	Foster Care Ed	Instructional Supplies	\$253.00
		Fund 10 Total: 4		\$35,403.00
Fund 13	Compton Line of Credit			
B0710797	Kern County	Board of Trustees	Contract Services	\$100,000.00
		Fund 13 Total: 1		\$100,000.00
Fund 40	Capital Outlay Fund-Compton Ed			
B0710789	Southland Industries	Scheduled Maintenance	Repairs Non-instructional	\$9,365.00
B0710804	Mb Herzog Electric, Inc.	CSI-Campus Site	Rents/ Leases and Repairs	\$14,500.00
		Fund 40 Total: 2		\$23,865.00
		BPO Funds Total: 11		174,998.00
		Grand Total POs and BPOs: 67		699,626.02

1B. APPROVAL OF STALE DATED WARRANT(S)

Los Angeles County Office of Education has determined that certain checks have not been cashed and processed through the banking system. After six months, through an automatic process, reverses the original transaction. It is recommended that the Special Trustee approve the following Stale Dated Warrant:

<u>WARRANT(S) #</u>	<u>AMOUNT</u>
19490207	\$120.00

**Agenda for the Compton Community College District Board of Trustees
from
Human Resources Division
Rachelle Sasser, Dean, Human Resources**

2A. MANAGEMENT TEAM PERSONNEL ACTION

It is recommended that the Special Trustee ratify/approve the employment and personnel changes for Academic employees as shown below.

1. Interim Assignment – Patricia Bonacic, Interim Dean, Student Services, Range 4, Step 4, effective April 16, 2014 until position is filled.

2B. ACADEMIC EMPLOYMENT AND PERSONNEL CHANGES

It is recommended that the Special Trustee ratify/approve the employment and personnel changes for Academic employees as shown below.

2. Employment – Brian Thomas, part-time Human Development Instructor, Class II, Step 1, effective March 25, 2014.
3. Employment – Eyana Wright, part-time Nursing Instructor, Class II, Step 1, effective March 1, 2014.
4. Employment – Brittney Daniel, part-time Geography Instructor, Class II, Step 1, effective May 21, 2014.
5. Employment – Stephanie Eaves, part-time Sociology Instructor, Class II, Step 1, effective March 24, 2014.

2C. ELIGIBILITY LIST

Pursuant to Personnel Commission Rule 50.100.1b, that the Special Trustee serving in the capacity of the Personnel Commission hereby approves to extend following Eligibility List:

Student Services Advisor

Established: 02/21/14

Expires: 02/21/15

RANK	NAME
1.	Jackson, Jeremy
2.	Bond, Breeanna
3.	Carpenter, Ariel
4.	Medina, Rio
5.	Williams, Louis
6.	Melton, Jamahl
7.	Souder, Deionna
8.	Blod, Lisa
9.	Matthews, Michelle
10.	Payroda, Dinesh

11.	Cisneros, Nanci
12.	Sattar, Sahib
13.	Lam, Hannah
14.	Leard, Simone

Utility Maintenance Worker

Established: 02/24/14

Expires: 02/24/15

RANK	NAME
1.	Faulkner, David
2.	Crane, Marshay
3.	Washington, Kenneth
4.	Foster, Aaron
5.	Powell, Deon
6.	Walker, Mark
7.	King, Lillard

Senior Library Clerk

Established: 02/28/14

Expires: 02/28/15

RANK	NAME
1.	Meas, Moniroath
2.	Tatlilioglu, Murant
3.	Roderick Lee

Coordinator of Student Success Services and Programs

Established: 03/06/14

Expires: 03/06/15

RANK	NAME
1.	Griffin, Shateo
2.	Estrella, Bianca
3.	Zambrano, Alicia
4.	Saavedra, Maricela
5.	Mathews, Michelle
6.	Solorzano, Deanna
7.	Payroda, Dinesh

2D. CLASSIFIED EMPLOYEES:

It is recommended that the Special Trustee ratify/approve the employment and personnel changes for Classified employees as shown below.

a) Employment

1. Marshay Crane, Utility Maintenance Worker, Range 19, Step D, Maintenance & Operations, Business Affairs, effective March 10, 2014.
2. David Faulkner, Utility Maintenance Worker, Range 19, Step E, Maintenance & Operations, Business Affairs, effective March 10, 2014.
3. Shateo Griffin, Coordinator of Student Success Services and Programs, Range 29, Step A, Student Services, effective April 1, 2014.
4. Jeremy Jackson, Student Services Advisor, Range 25, Step F, Enrollment Services, Student Affairs, effective March 24, 2014.
5. Moniroath Meas, Senior Library Clerk, Range 19, Step D, Library, Academic Affairs, effective March 24, 2014.

b) Provisional

1. Kerri Citizen, Children's Center Aide, Range 15, Step A, Child Development Center, Academic Affairs, effective March 3, 2014 through June 30, 2014, not to exceed 24 hours per week (NTE 120 days).
2. Gloria Duran, Children's Center Aide, Range 15, Step A, Child Development Center, Academic Affairs, effective March 3, 2014 through June 30, 2014, not to exceed 24 hours per week (NTE 120 days).
3. Pamela Wilkerson, Account Clerk, Range 19, Step A, Business Services, Business Affairs, effective February 1, 2014 through June 30, 2014, not to exceed 25 hours per week (NTE 120 days).
4. Carri Wilson, Children's Center Aide, Range 15, Step A, Child Development Center, Academic Affairs, effective March 3, 2014 through June 30, 2014, not to exceed 24 hours per week (NTE 120 days).

2E. TEMPORARY NON-CLASSIFIED SERVICE EMPLOYEES:

It is recommended that the special Trustee ratify/approve the employment and personnel changes for Non-Classified employees as shown below.

1. Antwoinette Baker, Tutor, Rate B, \$8.75 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective January 18, 2014 through May 19, 2014, Learning Resource Center, Academic Affairs (NTE 20 hours per week).
2. Maricella Carrillo, Student Worker I, Rate E, \$9.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective May 19, 2014 through August 22, 2014, Counseling, Student Affairs (NTE 25 hours per week).
3. Heriberto Castro, Tutor, Rate B, \$8.75 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective March 26, 2014 through June 30, 2014, Upward Bound Math/Science, Student Affairs (NTE 20 hours per week).

4. Omega Goudeau, Assistant Coach (Cross Country), \$19.10 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective August 12, 2013 through June 30, 2014, Athletics, Student Affairs (NTE 25 hours per week).
5. Jaime Guerrero, Student Worker I, Rate E, \$9.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective May 19, 2014 through August 22, 2014, Counseling, Student Affairs (NTE 25 hours per week).
6. Alma Hernandez, Student Worker I, Rate E, \$9.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective May 19, 2014 through August 22, 2014, Counseling, Student Affairs (NTE 25 hours per week).
7. Michelle Naranjo, Student Worker I, Rate E, \$9.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective April 7, 2014 through May 16, 2014, Learning Resource Center, Academic Affairs (NTE 20 hours per week).
8. Nancy Villarreal, Student Worker II, Rate B, \$9.75 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective May 19, 2014 through August 22, 2014, Counseling, Student Affairs (NTE 25 hours per week).

Agenda for the Compton Community College District Board of Trustees
from
Office of the CEO
Keith Curry

XVI. Action Items

1. Office of the Special Trustee
 - A. California Community College Trustees Board Elections
 - B. 2014 Board Meeting Dates – Revised

2. Office of the CEO
 - A. Absence of a Board Member
 - B. Board of Trustees’ Travel/Conference Requests
 - C. Approval of Special Trustee’s Advisory Committee Member
 - D. Ratification – Learning Resources Center (LRC) Name Change

3. Administrative Services
 - A. Contracts
 - B. Ratification of Agreement with Chabot-Las Positas Community College District in Providing Compton Regional Early Childhood Mentor Program # CN110123
 - C. Budget Adjustments/Augmentations/Transfers

4. Facilities Planning and Development
 - A. Contracts
 - B. Change Orders

Agenda for the Compton Community College District Board of Trustees
from
Office of the Special Trustee
Thomas E. Henry

1A. CALIFORNIA COMMUNITY COLLEGE TRUSTEES BOARD ELECTIONS

It is recommended that the Special Trustee vote for each of the seven vacancies to the California Community College Trustee Board. Below are the nominated candidates. List order based on Secretary of State's February 3, 2014 random drawing.

1. Richard Watters, Ohlone CCD
2. *Paul Gomez, Chaffey CCD
3. Adrienne Grey, West Valley-Mission CCD
4. Jeffrey Lease, San Jose-Evergreen CCD
5. Brent Hastey, Yuba CCD
6. Pam Haynes, Los Rios CCD
7. Nathan Miller, Riverside CCD
8. *Jim Moreno, Coast CCD
9. Donna Ziel, Cabrillo CCD
10. Lorrie A. Denson, Victor Valley CCD
11. Stephen P. Blum, Ventura CCD
12. *Laura Casas, Foothill-DeAnza CCD
13. *Stephan Castellanos, San Joaquin Delta CCD
14. *Nancy Chadwick, Palomar CCD

*Incumbent

1B. BOARD OF TRUSTEES' REGULARLY SCHEDULED MEETING DATES FOR 2014 - REVISED

It is recommended that the Special Trustee approve the Revised Board of Trustees Regularly Scheduled Meeting Dates for 2014.

Tuesday, January 21, 2014	4:00 p.m. (Closed Session) 5:00 p.m. (Open Session)
Tuesday, February 18, 2014	4:00 p.m. (Closed Session) 5:00 p.m. (Open Session)
Tuesday, March 25, 2014	4:00 p.m. (Closed Session) 5:00 p.m. (Open Session)
Tuesday, April 15, 2014	4:00 p.m. (Closed Session) 5:00 p.m. (Open Session)
Tuesday, May 20, 2014	4:00 p.m. (Closed Session) 5:00 p.m. (Open Session)
Tuesday, June 17, 2014 Wednesday, June 11, 2014	4:00 p.m. (Closed Session) 5:00 p.m. (Open Session)
Tuesday, July 15, 2014	4:00 p.m. (Closed Session) 5:00 p.m. (Open Session)
Tuesday, August 19, 2014	4:00 p.m. (Closed Session) 5:00 p.m. (Open Session)
Tuesday, September 9, 2014	4:00 p.m. (Closed Session) 5:00 p.m. (Open Session)
Tuesday, October 21, 2014	4:00 p.m. (Closed Session) 5:00 p.m. (Open Session)
Tuesday, November 18, 2014	4:00 p.m. (Closed Session) 5:00 p.m. (Open Session)
Tuesday, December 16, 2014	4:00 p.m. (Closed Session) 5:00 p.m. (Open Session)

NOTE: The Board of Trustees Meeting Agenda shall be posted 72 hours prior to regular meetings.
The Board of Trustee Special Meeting Agenda shall be posted 24 hours prior to special meetings.

Agenda for the Compton Community College District Board of Trustees
from
Office of the CEO
Keith Curry

2A. ABSENCE OF A BOARD MEMBER

It is recommended that the Special Trustee excuse Trustee Sonia Lopez from the Tuesday, March 25, 2014 Board of Trustees Meetings with no loss of salary.

2B. BOARD OF TRUSTEES' TRAVEL/CONFERENCE REQUESTS

It is recommended that the Special Trustee approve conference attendance for 2014 California Community College League of California Trustees Conference, May 2-4, 2014, Newport Beach, California, for Trustee Deborah LeBlanc.

2C. RATIFICATION - APPROVAL OF SPECIAL TRUSTEE'S ADVISORY COMMITTEE MEMBER

It is recommended that the Special Trustee approve Ms. Joy Masha for service on the Special Trustee's Advisory Committee, effective March 21, 2014.

Ms. Joy Masha is a resident of Paramount and is currently employed by the California State Senate. She served on the California State University Dominguez Hills Student Fee Advisory Committee 2009-2010. Ms. Masha is the Executive Director of Read Lead, a non-profit, education initiative in Los Angeles, and also serves on the Board of Trustees for Holy Trinity A.M.E. Church. Ms. Masha has earned a B.A. Degree in Human Services, and an M.S. Degree in Higher Education.

2D. RATIFICATION - APPROVAL OF LEARNING RESOURCES CENTER (LRC) NAME CHANGE

It is recommended that the Special Trustee, in accordance with Board Policy 3320, approve changing the name of the Learning Resources Center (LRC) to the Library-Student Success Center. The location letter code for the Library-Student Success Center will be SSC.

Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Felipe Lopez, CBO

3A. CONTRACTS

It is recommended that the Special Trustee, in accordance with Board Policy 6340, approve the following Contracts.

AGREEMENT

1. **CONTRACTOR:** ERNESTINE BLANCHARD
SERVICES: To provide CPR/First Aid training to CARE students with lifesavings skills in case of emergencies.
REQUESTING DEPT: EOPS/CARE
FUNDING: GENERAL FUND RESTRICTED
DATES: 04/04/14 – 06/30/14
NTE: \$10,000.00

AMENDMENT

1. **CONTRACTOR:** VAVRINEK, TRINE, DAY & CO., LLP
SERVICES: Original agreement board approved on July 16, 2013. The Period of Performance shall now be amended from June 30, 2014 to September 30, 2014 in order continue to provide assistance with the Payroll Clearance Fund account activity (reconciliation) as noted in the original agreement and amend scope of work to include providing an indirect cost study and provide Microsoft Excel training to staff increasing the contract from \$9,300 to \$15,300.
REQUESTING DEPT: BUSINESS SERVICES
FUNDING: GENERAL FUND UNRESTRICTED
DATES: 03/28/13 – 09/30/14
NTE: \$15,300.00

3B. RATIFICATION OF AGREEMENT WITH CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT FOR THE EL CAMINO/COMPTON CENTER REGIONAL EARLY CHILDHOOD MENTOR PROGRAM # CN110123

It is recommended the Special Trustee approve the Agreement with Chabot-Las Positas Community College District for the Regional Early Childhood Mentor Program.

El Camino College will take the lead in El Camino/Compton Regional Early Childhood Mentor Program. In addition to El Camino College, the El Camino/Compton Regional Early Childhood Mentor Program includes the El Camino College Compton Center. A Regional Program requires individual contracts between all Districts and the Chabot-Las Positas Community College District.

The Mentor Coordinator for Compton will provide the following services:

- Recruit qualified early childhood providers to serve as mentor, teachers and directors.
- Placement of ECE practicum students at certified mentor sites within the community; evaluate mentor/mentee performance.
- Conduct monthly seminars and provide training material to selection committee members on use of environmental rating scales.
- Approve placements stipends for certified mentor.

Budgeted Amount: No Cost to the District

Term: August 1, 2013 – July 31, 2014

Appropriation or Grant Number: CN130165

Resolution No.: 15-1213

Program Type: CALIFORNIA EARLY CHILDHOOD MENTOR PROGRAM

3C. BUDGET ADJUSTMENTS /AUGMENTATIONS /TRANSFERS

It is recommended that the Special Trustee approve or ratify the following adjustments, augmentations, and transfers. The adjustments do not adversely affect the total District budget.

FISCAL YEAR 2013-2014

1. General Fund – Unrestricted
2. General Fund – Restricted
3. Measure CC Bond Fund
4. Measure CC Bond Fund Series 2012C

1. General Fund – Unrestricted

-FROM-

Interfund Transfer from Fund 40 to Fund 01

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
6XXX	Capital Outlay	\$ 30,000.00

Expenditures:

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
1XXX	Academic Salaries	\$ 33,245.50
3XXX	Employee Benefits	4,930.50
6XXX	Capital Outlay	<u>18,011.00</u>
		\$ 56,187.00

-TO-

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
2XXX	Classified and Other Nonacademic Salaries	\$ 35,959.00
4XXX	Supplies and Materials	46,111.00
5XXX	Other Operating Expenses and Services	<u>4,117.00</u>
		\$ 86,187.00

Summary Total **\$ 0.00**

Total Transfer Amount - \$86,187

Summary of Transfers:

Interfund transfer from Fund 40 to provide funds for Maintenance and Operations department purchase orders related to Scheduled Maintenance supported by State funding. Unused Academic Salaries, Employee Benefits and Capital Outlay funds reallocated to provide funds for long term substitute instructors for Industry and Technology Division, additional interpreters and note takers for Disabled Students Program Services, baseball team equipment, track team entry fees, library periodical subscriptions, instructional supplies for Nursing and increased salary and benefit costs, printing and non-instructional supplies for CEO’s office.

2. General Fund – Restricted

Revenue:

-FROM-

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
86XX	Disabled Students Prog. Serv. FY 13-14 Allocation	\$ 84,925.00
86XX	Basic Skills FY 13-14 Allocation	96,158.00
86XX	Basic Skills FY 11-12 and 12-13 Deferred Revenue	102,671.00
88XX	Nursing DHS Mentors 12-13 Deferred Revenue	55,283.00
		<u>\$ 9,037.00</u>

Expenditures:

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
4XXX	Supplies and Materials	\$ 12,657.00

-TO-

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
1XXX	Academic Salaries	\$ 112,259.00
2XXX	Classified and Other Nonacademic Salaries	79,813.00
3XXX	Employee Benefits	34,539.00
5XXX	Other Operating Expenses and Services	37,593.00
6XXX	Capital Outlay	37,409.00
7XXX	Other Outgo	50,081.00
		<u>\$ 351,694.00</u>

Summary Total		\$ 0.00
Total Transfer Amount - \$351,694		

Summary of Transfers:

Remainder of Disabled Students Program Services FY 13-14 total allocation budgeted. Basic Skills FY 13-14 allocation and FY 11-12 and 12-13 deferred revenue budgeted. Nursing DHS Mentors grant 12-13 deferred revenue budgeted to augment academic salaries and benefits. CalWORKS, TANF and Disabled Student Program Services budgets adjusted to reallocate unused salary and benefits to new part-time staff positions, increased FY 2014 employee benefit expenses and student incentives. CARE budget adjusted to provide funds for supplies and printing. EOPS budget adjusted to provide funds for student incentives.

3. Measure CC Bond Fund

-FROM-

Expenditures:

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
5XXX	Other Operating Expenses and Services	\$ 62,017.32

-TO-

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
5XXX	Other Operating Expenses and Services	\$ 13,650.00
6XXX	Capital Outlay	<u>48,367.32</u>
		\$ 62,017.32

Summary Total **\$ 0.00**

Total Transfer Amount - \$62,017.32

Summary of Transfers:

Funds from holding account allocated to Capital Outlay for permit processing fees and outstanding NG IT Solutions invoice for the Learning Resource Center project and S & K Engineers Infrastructure Phase 1 and Phase 2 project contract amendments.

4. Measure CC Bond Fund Series 2012C

-FROM-

Expenditures:

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
5XXX	Other Operating Expenses and Services	\$2,955,701.38

-TO-

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
5XXX	Other Operating Expenses and Services	\$ 5,000.00
6XXX	Capital Outlay	<u>2,950,701.38</u>
		\$2,955,701.38

Summary Total **\$ 0.00**

Total Transfer Amount - \$2,955,701.38

Summary of Transfers:

Funds from holding account allocated to Capital Outlay and Other Operating Expenses and Services for Pinner Construction and GeoTek change orders related to testing and inspection services and signs for Infrastructure Phase I and architectural and engineering services, blue prints and testing and inspection services for the Allied Health Building renovation project.

**Agenda for the Compton Community College District Board of Trustees
from
Facilities, Planning & Development
Felipe Lopez, CBO**

4A. CONTRACTS

It is recommended that the Special Trustee, in accordance with Board Policy 6340, approve the following Contracts.

AMENDMENT

- 1. CONTRACTOR:** S & K ENGINEERS
- SERVICES:** Original agreement was board approved on October 25, 2008. This amendment to the agreement, in the amount of \$15,000.00 and will increase the maximum approved compensation from \$5,250,050.00 to \$5,265,050.00. To provide services relating to repairs west of basin.
- REQUESTING DEPT:** FACILITIES
- FUNDING:** BOND MEASURE CC
- DATES:** 09/16/08 – 06/30/14
- NTE:** \$5,265,050.00

4B. FACILITIES PLANNING AND DEVELOPMENT – CHANGE ORDER REPORTS FOR CAPITAL PROJECTS & MEASURE CC. PROP 39 PROJECTS

1. Minco Construction Change Order #9 – Utility Infrastructure Phase 2

It is recommended that the Special Trustee approve the following change order for the Utility Infrastructure Phase 2 project. Additional work was not part of the original scope:

1. Change Order 1:

Description: Provide material, labor, and equipment to have surveyor re-shoot for curb elevations, stake curb in parking area and curb island at power plant. Redesign of these areas required extra surveyor expenses; design clarification

Change Order Cost: \$2,362.50

2. Change Order 2:

Description: Provide material, labor, and equipment to reroute sidewalk around lighting pole footings per RFI 058 at Segment 7 and 8.mm. Design clarification

Change Order Cost: \$1,113.44

3. Change Order 3:

Description: Provide material, labor, and equipment to add existing fire hydrants to the new fire water loop. Design clarification

Change Order Cost: \$31,578.82

4. Change Order 4:

Description: Provide material, labor, and equipment to replace leaky water valve in Lot F north side. Unforeseen condition.

Change Order Cost: \$9,089.16

5. Change Order 5:

Description: Provide credit for requirement to flush, clean and chlorinate new domestic water pipe per Bulletin 18. Transferred to Phase I contractor to have one contractor provide all scope of work.

Change Order Cost: <\$3,576.30>

6. Change Order 6:

Description: Provide material, labor, and equipment to connect new irrigation main line per Bulletin 20. Due to lack of water pressure at original point of connect, needed to change backflow assembly

Change Order Cost: \$3,996.91

7. Change Order 7:

Description: Provide material, labor, and equipment to demolish and haul off 2nd layer of asphalt at Segment 8. Unforeseen condition

Change Order Cost: \$11,637.35

8. Change Order 8:
Description: Provide material, labor, and equipment to provide asphalt paving at east Greenleaf Main gate and remove/redo disable stall striping at Lot E. Design clarification

Change Order Cost: \$3,307.50

9. Change Order 9:
Description: No time cost extension for completion of project. Additional time needed to complete project.

Change Order Cost: \$0.00
Time Extension: 90 calendar days

Total Change Order 9 Amount	\$59,509.38
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Contractor: Minco Construction	<u>Amount:</u>
Original Contract Amount	\$10,177,700.00
Net change by previous Change Orders (8)	(\$520,251.75)
Net sum prior to this Change Order	\$9,657,448.25
Amount of Change Order No. 8	\$59,509.38
New Contract Sum	\$9,716,957.63
Percentage of Change to contract, to Date	-4.53%

Adjustment to Contract Time:	
Original Completion Date Amount	November 30, 2013
Adj Approved Previous Change Orders	104
Completion Date Prior to this Change Order	March 14, 2014
Adj Approved This Change Order (# days)	90
New Completion Date	June 12, 2014

2. Pinner Construction Co., Inc. - Change Order #13 Central Plant/Stadium Lighting

It is recommended that the Special Trustee approve the following change order for the Utility Infrastructure Phase 1 project. Additional work was not part of the original scope:

1. Change Order 1:
Description: Provide all material, labor and equipment to provide solar panel supports. Contract drawings call for shop weld which would not allow for installation of metal decking.

Change Order Cost: \$12,815.37

2. Change Order 2:
Description: Provide all material, labor and equipment to add hose bibs per Bulletin 19. Would allow ease for maintenance staff to washing solar panels

Change Order Cost: \$2,690.83

Total Change Order 13 Amount	\$15,506.20
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Contractor: Pinner Construction Co Inc.,	<u>Amount:</u>
Original Contract Amount	\$10,008,432.00
Net change by previous Change Orders (12)	\$59,784.85
Net sum prior to this Change Order	\$10,068,216.85
Amount of Change Order No. 13	\$15,506.20
New Contract Sum	\$10,083,723.05
Percentage of Change to contract, to Date	0.75%

Adjustment to Contract Time:	
Original Completion Date Amount	October 3, 2013
Adj Approved Previous Change Orders	162
Completion Date Prior to this Change Order	March 14, 2014
Adj Approved This Change Order (# days)	90
New Completion Date	June 12, 2014

3. Pinner Construction Co., Inc. - Change Order #15 Utility Infrastructure Phase 1

It is recommended that the Special Trustee approve the following change order for the Utility Infrastructure Phase 1 project. Additional work was not part of the original scope:

1. Change Order 3:
Description: Provide material, labor and equipment to install 3” irrigation line at Segment 4 NE side of track. 3” irrigation line was in conflict with 24” RCP and needed to be re-routed

Change Order Cost: \$1,107.49

2. Change Order 4:
Description: Provide all material, labor and equipment to install new 10” sanitary sewer line per RFI 063. During excavation, a multitude of existing underground utility lines were discovered

Change Order Cost: \$4,991.34

3. Change Order 5:
Description: Provide material, labor and equipment to relocate the interceptor for the storm drain in Segment 2. Conflict with existing SCE pole

Change Order Cost: \$3,803.36

4. Change Order 6:
Description: Provide materials, labor and equipment to remove existing plants and shrubs at Admin building. Design clarification

Change Order Cost: \$3,626.45

5. Change Order 7:
Description: Provide all material, labor and equipment to install truncated domes.
ADA Code requirement

Change Order Cost: \$3,872.65

6. Change Order 8:
Description: No time cost extension for completion of project. Additional time needed to complete project

Change Order Cost: \$0.00
Time Extension: 90 calendar days

Total Change Order 15 Amount	\$17,401.29
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Contractor: Pinner Construction Co Inc.	<u>Amount:</u>
Original Contract Amount	\$17,641,568.00
Net change by previous Change Orders (14)	\$2,190,617.21
Net sum prior to this Change Order	\$19,832,185.21
Amount of Change Order No. 15	\$17,401.29
Percentage of Change Order No. 15	.10%
New Contract Sum	\$19,849,586.50

Percentage of Change to contract, to Date	12.52%
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Adjustment to Contract Time:	
Original Completion Date	October 3, 2013
Adj Approved Previous Change Orders	162
Completion Date Prior to this Change Order	March 14, 2014
Adj Approved This Change Order (# days)	90
New Completion Date	June 12, 2014

Agenda for the Compton Community College District Board of Trustees
from
Office of the CEO
Keith Curry

XVII. Discussion/Information Items

1. Office of the Special Trustee
 - A. Special Trustee's Advisory Committee 2014 Meeting Dates

2. Office of the CEO
 - A. Board of Trustees Presentations and Reports Schedule for 2014
 - B. Citizens' Bond Oversight Committee 2014 Meeting Dates
 - C. Board Policy 2735 – Board of Trustees' Travel (First Reading)
 - D. Board Policy 5205 – Student Accident Insurance (First Reading)

3. Academic/Student Services
 - A. El Camino College Compton Center FTES Goals and Actuals 2013-2014

4. Administrative Services
 - A. 2014-2015 Budget Development Calendar
 - B. AB 2910 Quarterly Financial Status Report
 - C. Measure CC Bond Fund Category Budgets and Balances

Agenda for the Compton Community College District Board of Trustees
from
Office of the Special Trustee
Thomas E. Henry

1A. SPECIAL TRUSTEE’S ADVISORY COMMITTEE 2014 MEETING DATES

It is recommended that the Special Trustee receive for information the Special Trustee’s Advisory Committee 2014 Meeting Dates.

Wednesday, March 26, 2014

Wednesday, June 9, 2014

Monday, August 18, 2014

Monday, October 20, 2014

Monday, December 15, 2014

Agenda for the Compton Community College District Board of Trustees
from
Office of the CEO
Keith Curry

2A. BOARD OF TRUSTEES PRESENTATIONS AND REPORTS SCHEDULE FOR 2014

It is recommended that the Special Trustee receive for information the Board Presentations and Reports Schedule for 2014.

Schedule for 2014

MONTH	PRESENTATION	REPORT
January 2014	2012-2013 CCCD Financial Audit Report 2012-2013 Measure CC General Obligation Bond Audit Report	
February 2014	Student Success and Support Program Implementation	2013-2014 Budget Update 2013 Annual Fact Book
March 2014	Facilities Projects	Compton Center FTES Quarterly Fiscal Status Report
April 2014	El Camino College Compton Center Student Success Scorecard 2014-2015 Budget Assumptions	
May 2014	2014-2015 Budget Workshop Student Learning Outcomes	Notice of Public Hearing
June 2014	2014-2015 CCCD Tentative Budget 2012-2013 Citizens' Bond Oversight Annual Report	2014-2015 Tentative Budget Quarterly Fiscal Status Report
July 2014	Facilities Projects	Accreditation Update
August 2014	EOP&S/CARE Program	Notice of Public Hearing FTES Compton Center
September 2014	2014-2015 Compton Community College District Budget	Quarterly Fiscal Status Report
October 2014	FCMAT Cal WORKS Program	Faculty/Staff Professional Development
November 2014	Honors Transfer Program First Year Experience Program	
December 2014	Special Trustee's Advisory Committee Financial Aid	Quarterly Fiscal Status Report Accreditation Update Compton Center FTES

Created: 12.07.2013

2B. CITIZENS' BOND OVERSIGHT COMMITTEE MEETING DATES

It is recommended that the Special Trustee receive for information the Citizens' Bond Oversight Committee meeting dates and times. All committee meetings will be held in the District Board Room.

April 24, 2014 @ 5:00 p.m.

June 26, 2014 @ 5:00 p.m.

2C. BOARD POLICY 2735 - BOARD OF TRUSTEES' TRAVEL

It is recommended that the Special Trustee receives for first reading, the Compton Community College District Board Policy 2735 - Board of Trustees' Travel.

COMPTON COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES POLICIES

BP 2735 Board of Trustees Travel

Issued: March 18, 2014

Reference:

Education Code Sections 72423

Members of the Board of Trustees, including the Student Trustee, shall have travel expenses paid when traveling as representatives of the Board and perform services directed by the Board.

The following general guidelines shall be followed by Board of Trustees members who are on official District business and shall govern the manner and to what extent board members will be reimbursed for expenses incurred while traveling or conducting District business. Receipts are required for all reimbursements (including meals) and shall accompany the Travel Request/Claim Form.

- A. Board of Trustees members shall notify the Chief Executive Officer's office of their intention to travel.
- B. Board of Trustees members shall be reimbursed for travel expenses to include transportation, lodging, and meals, seminar/conference fees, and other reasonable expenses in accordance with Administrative Procedure 7400, Employee Travel, and the applicable provisions of state law.
- C. Mileage will be paid at the prevailing District rate for use of personal vehicle. Travel by plane or other public transportation will not exceed the lowest quoted coach fare. If a trustee chooses to travel by personal vehicle, reimbursement for all expenses, i.e. mileage, meals, tolls, and parking, will not exceed the cost of the lowest quoted airfare.
- D. Board of Trustees members are encouraged to report on their activities to their fellow trustees at a regular board meeting.

Non-reimbursable Expenses

The following expenses are not reimbursable: transportation or meal costs for spouse, other members of the family, or guests; alcoholic beverage expenditures; entertainment and tours not directly connected with business-related events; and any personal expenses not connected with the purpose of the business trip, such as dry cleaning, valet services, in-room movie rental services, tours, personal telephone calls, tips (other than the standard fifteen percent for meal service).

The Chief Executive Officer, subject to the approval of the Special Trustee, shall prepare an annual budget for Board of Trustees members travel. Annual travel expenses are limited to an amount of \$2,000.00 per board member per calendar year.

2D. BOARD POLICY 5205 - STUDENT ACCIDENT INSURANCE

It is recommended that the Special Trustee receives for first reading, the Compton Community College District Board Policy 5205 – Student Accident Insurance.

**COMPTON COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES POLICIES**

BP 5205 Student Accident Insurance

Issued: March 25, 2014

Reference:

Compton Community College District shall assure that El Camino College Compton Center students are covered by accident insurance in those instances required by law or contract. The student accident insurance will be managed by the Dean of Human Resources or designee.

Agenda for the Compton Community College District Board of Trustees
from
Office of the Academic Affairs/Student Services
Barbara Perez

**3A. EL CAMINO COLLEGE COMPTON CENTER FTES GOALS AND ACTUALS
2013-2014**

It is recommended that the Special Trustee receives for information the El Camino College Compton Center FTES Goals and Actuals 2013-2014.

**Projection of FTES Requirements
El Camino College Compton Center**

	Total FTES Goal	Total FTES Actuals	Scheduled Sections
<u>2008-09</u>	Goal	Actual	Actual
Deducted Borrowing for 2007-08	0	0	-
Summer 08	680	624	242
Fall 08 - Spring 9	4,000	3,924	1,072
Borrowed from 2009-10	0	452	-
Total - 0	4,680	5,000	1,314
<u>2009-10</u>	Goal	Actual	Actual
Deducted Borrowing for 2008-09	0	-452	-
Summer 09	240	243	230
Fall 09 - Spring 10	5,100	5531	1,241
Borrowed from 2010-11	0	0	-
Total - 0	5,340	5,322	1,471
<u>2010-11</u>	Goal	Actual	Actual
Deducted Borrowing for 2009-10	0	0	-
Summer 10	900	941	250
Fall 10 - Spring 11	5,500	5,685	1,447
Borrowed from 2011-12	0	0	-
Total - 0	6,400	6,626	1,697
<u>2011-12</u>	Goal	Actual	Actual
Deducted Borrowing for 2010-11	0	0	-
Summer 11	1,035	1,004	236
Fall 11 - Spring 12	5,165	5,398	1,147
Borrowed from 2012-13	0	0	-
Total - 0	6,200	6,402	1,383

2012-13

	Goal	Actual	Actual
Deducted Borrowing for 2011-12	0	0	-
Summer 12	1,005	903	202
Fall 12 - Spring 13	5,060	4,923	1,141
Borrowed from 2013-14	0	174	-
Total - 0	<u>6,065</u>	<u>6,000</u>	<u>1,343</u>

2013-14

	Goal	Projected	Projected
Deducted Borrowing for 2012-13	0	-174	-
Summer 13	1,000	786	216
Fall 13 - Spring 14	5,060	5,009	1,191
Projected Borrowing from 2014-15	0	439	-
Total	<u>6,060</u>	<u>6,060</u>	<u>1,407</u>

Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Felipe Lopez, CBO

4A. 2014-2015 BUDGET DEVELOPMENT CALENDAR

It is recommended that the Special Trustee receives for information the 2014-2015 Budget Development Calendar.

Month	Activities	Responsible Party
July	<p>A. Tentative Budget is rolled into active status (purchasing can begin) on July 1.</p> <p>B. Final evaluation of current year goals and objectives are entered into plans in plan builder.</p> <p>C. Final revenue and expenditure adjustments are made to budget and reviewed by PBC.</p>	<p>1. Accounting</p> <p>2. Program faculty, staff, and managers</p> <p>3. CEO and VP Compton Center</p> <p>4. PBC</p>
August	<p>A. Review and discussion of the final budget assumptions by CEO and VP Compton Center with the PBC.</p> <p>B. Presentation of comments made by partner college (ECC) to the final budget.</p> <p>C. Final Budget line item review with PBC.</p>	<p>1. CEO and VP Compton Center</p> <p>2. PBC</p> <p>3. CEO</p> <p>4. CBO</p>
September	<p>A. Final Budget submitted to Board.</p>	<p>1. CEO</p>
October	<p>A. Review and discuss the status of the 2008 Accreditation Self-Study Planning Agenda items.</p> <p>B. PBC conducts annual self-evaluation.</p>	<p>1. PBC</p> <p>2. PBC</p>
November	<p>A. Review and revise planning priorities.</p> <p>B. Assess Program Review cycle to make sure program reviews are being completed in a timely manner.</p>	<p>1. Program Faculty, staff, and managers</p> <p>2. PBC</p>

December	<p>A. Submit prioritized Program plans for the next fiscal year.</p> <p>B. Review proposed midyear cuts/budget augmentation proposals and their linkage to budget and planning.</p> <p>C. Review prior year budget to actual.</p>	<p>1. Program faculty, staff, and managers</p> <p>2. CEO and VP Compton Center</p> <p>3. PBC</p>
January	<p>A. Determine preliminary revenue estimates.</p> <p>B. Begin assessment of key budget issues.</p> <p>C. Identify budget development assumptions.</p> <p>D. Evaluation of current fiscal year program plan goals and objectives by January 31.</p>	<p>1. CBO</p> <p>2. PBC</p> <p>3. CEO and VP Compton Center</p> <p>4. Program faculty, staff, and managers</p>
February	<p>A. Submit prioritized Unit plans for the next fiscal year by February 28.</p> <p>B. Review planning process to make sure that programs plans were submitted on time and that prioritization of goals and objectives took place.</p> <p>C. Review and discuss linkage between program plans and College mission statement, strategic</p>	<p>1. Deans/Directors</p> <p>2. PBC</p>
March	<p>A. Determine enrollment targets, sections to be taught, and full-and part-time FTEF.</p> <p>B. CEO and VP Compton Center jointly determine ongoing operational costs including:</p> <p>a. Full-time salaries</p> <p>b. Benefits, Utilities, GASB</p> <p>c. Legal and contract obligations</p>	<p>1. VP Compton Center</p> <p>2. CEO, VP Compton Center and Cabinet</p>
April	<p>A. Tentative budget information completed for PBC review by April 15.</p> <p>B. Initial planning and budget assumptions are finalized.</p> <p>C. Presentation of comments made by partner college (ECC) to the final budget.</p> <p>E. Proposed tentative budget is reviewed and discussed for recommendation.</p>	<p>1. CBO</p> <p>2. Senior Management Team</p> <p>3. CEO</p> <p>4. PBC</p>

May	<p>A. PBC submits recommended funding to CEO.</p> <p>B. CEO submits tentative budget to Board of Trustees for first reading.</p>	<p>1. PBC</p> <p>2. CEO</p>
June	<p>A. Tentative Budget is presented to the Board by June 20.</p>	<p>1. CEO</p>

Some major plans, such as the Educational Master Plan or the Facility Master Plan have unique cycles that do not fit into an annual calendar cycle. These plans should be submitted to PBC review during final stages of the planning process, before their adoption.

4B. AB 2910 QUARTERLY FINANCIAL STATUS REPORT

It is recommended that the Special Trustee receive the following First Quarterly Financial Status Report for the quarter ending December 31, 2013. AB2910, Chapter 1486, Statutes of 1986 requires that California Community College District's report quarterly on their financial condition.

The report for December 31, 2013 is shown on the following Second Quarterly Financial Status Report for the Unrestricted General Fund (Fund 01)

Fiscal Year: 2013-2014

Quarter Ended: December 31, 2013

The Second Quarterly Financial Status Report is available online at:

<http://district.compton.edu/administration/businessadmin/financialdocs.asp>

4C. MEASURE CC BOND FUND CATEGORY BUDGETS AND BALANCES

It is recommended that the Special Trustee receives for information the following Compton Community College District Measure CC Bond Fund Category Budgets and Balances.

The following table reports Measure CC Bond expenditures through February 28, 2014

The following table reports Measure CC Bond expenditures through PERIOD 8 - February 28th, 2014

CATEGORY	BUDGET	EXPENDED	BALANCE
Unassigned	\$ 960,750	\$ -	\$ 960,750
Learning Resource Center	4,405,000	2,618,169	1,786,831
Master Planning	122,000	6,597	115,403
Utilities Master Plan	218,000	238,441	(20,441)
Allied Health Building *	1,800,000	11,046	1,788,954
MIS Building Renovation Phase 1	50,000	-	50,000
Program Support	10,000	789	9,211
Campus Wide Improvement	125,000	39,340	85,660
Infrastructure Phase 1 **	8,900,000	3,813,227	5,086,773
Music	1,134,250	90,425	1,043,825
Infrastructure Phase 2*	4,150,000	1,189,737	2,960,263
	<u>\$ 21,875,000</u>	<u>\$ 8,007,770</u>	<u>\$ 13,867,230</u>

* These projects are funded by State Capital Outlay funds (~90%) and Measure CC Bond funds (~10%)

** These projects are funded by State Capital Outlay funds (~70%) and Measure CC Bond funds (~30%)