

**PALO VERDE COMMUNITY COLLEGE DISTRICT**

**REGULAR MEETING  
BOARD OF TRUSTEES**

**Tuesday, August 12, 2014**

**5:00 p.m.**

**One College Drive, Blythe, CA – CL 101**

**(ITV held at Palo Verde College Needles Center – 725 W. Broadway, Needles, CA)**

*Palo Verde Community College District, in compliance with the Americans with Disabilities Act (ADA), requests individuals who may need special accommodation to access, attend, and/or participate in Board meetings to contact Carrie Mullion at 760-921-5440 at least forty-eight hours in advance of the meeting for information on such accommodation.*

*Persons wishing to address the Governing Board under Hearing of Citizens need to complete a Speaker Request Form (available at the reception table).*

*In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting, may be viewed at Palo Verde Community College District, Office of the Superintendent/President, One College Drive, Blythe, CA 92225; at the College website [www.paloverde.edu](http://www.paloverde.edu); or at the scheduled meeting.*

**Meeting 14-11**

**AGENDA**

**I. OPENING OF MEETING**

- 1. Call to Order
- 2. Flag Salute
- 3. Roll Call:
  - Millie Rodriguez, President \_\_\_\_\_
  - George Thomas, Vice President \_\_\_\_\_
  - Ned Hyduke, Clerk \_\_\_\_\_
  - Ted Arneson, Trustee \_\_\_\_\_
  - Lincoln Edmond, Trustee \_\_\_\_\_
  - Ed Gonzales, Trustee \_\_\_\_\_
  - Jerry Lewis, Trustee \_\_\_\_\_
  - Alex Munoz, Student Trustee \_\_\_\_\_
  
  - Donald Wallace, Superintendent/President \_\_\_\_\_
  - Sean Hancock, Vice President of Instruction and Student Services \_\_\_\_\_
  - Russi Egan, Chief Business Officer \_\_\_\_\_
- 4. Approval of the Minutes of the Special Meeting/Study Session of June 24, 2014.
- 5. Approval of the Agenda for this meeting.

**II. HEARING OF CITIZENS (AGENDA ITEMS)**

*Members of the public have this opportunity to directly address the Board on agenda items, subject to a five (5) minute time limitation per individual. Pursuant to the Brown Act Government Code Section 54954.2(a): "No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3."*

**III. ANNOUNCEMENT OF RECUSAL FROM AGENDA ITEMS**

*The Superintendent/President respectfully asks if any of the Governing Board members need to recuse themselves from any item where there might be a potential conflict of interest.*

**IV. RECESS TO CLOSED SESSION** *(refer to the end of this meeting)*

**V. RECONVENE TO OPEN SESSION** *(not applicable)*

**VI. PUBLIC NOTICE/HEARING**

None.

**VII. PRESENTATION**

None.

**VIII. DISCUSSION**

1. Second Reading of revised Board Policies *(shown loose in Board folders)*:
  - BP 2015 - Student Member
  - BP 6530 – District Vehicles
  - BP 6531 PVC – Staff Travel
  - BP 6535 – Use of District and Non-district Equipment
  - BP 6540 – Insurance
  - BP 6550 – Disposal of Property
  - BP 6600 – Capital Construction
  - BP 6620 – Naming Buildings
  - BP 6740 – Citizens’ Oversight Committee
  - BP 6750 – Parking
  - BP 6770 – Energy and Sustainability
  - BP 6800 - Safety

**IX. REPORTS**

1. Associated Student Government – Alex Munoz, Student Trustee or designee
2. Academic Senate - Biju Raman, President or designee
3. CSEA, Chapter 180 - Richard Soto, President or designee
4. CCA/CTA - Derek Copple, President or designee
5. Don Wallace - Superintendent/President
6. Sean Hancock - Vice President of Instruction and Student Services
7. Russi Egan - Chief Business Officer
8. Board of Trustees Comments and Discussion

**X. INFORMATION ITEMS**

1. Report of Purchases and Warrants for June and July 2014 *(shown loose in Board folders)*.
2. Classes will begin August 18, 2014.
3. Dr. Wallace will be attending ACCJC Team Training September 11-12, 2014, in Los Angeles, CA.
4. A Study Session will take place on August 26, 2014. Topics will include the 2014-2015 Final Budget, and Board of Trustees Self Evaluation.

**XI. CONSENT RESOLUTIONS**

***(All consent resolutions will be voted on in one motion with 15 minutes allocated for questions by Board members. After the question period, any Board member may request that any item(s) be moved to the Action Agenda.)***

## A. INSTRUCTION

### **Resolution 14-11 A-14 – PART-TIME INSTRUCTORS/COUNSELORS FOR FALL SEMESTER 2014**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves instructors/counselors for fall semester 2014, shown as Reference A-14.

## B. BUSINESS

### **Resolution 14-11 B-32 – RENEWAL OF SECURITY SERVICE AGREEMENT WITH GUARDSMARK**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees ratifies the Security Service Agreement with Guardsmark, to provide security officers and services to Palo Verde College campus at 48 hours per week, Sunday through Saturday, at a rate of \$17.80 per hour, effective July 1, 2014, per the terms and agreement, shown as Reference B-32.

### **Resolution 14-11 B-33 – RENEWAL OF TRULY NOLEN SERVICE AGREEMENT**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Service Agreement with Truly Nolen for pest control services on a monthly basis for Palo Verde College main campus and the Don Kuykendall Child Development Center, with annual pricing not to exceed \$3135.00 for the main campus, and \$535.80 for the Don Kuykendall Child Development Center, shown as Reference B-33.

### **Resolution 14-11 B-34 – CONSULTANT AGREEMENT WITH LISA HOLMES**

BE IT RESOLVED that the Palo Verde Community College District Board of Trustees ratifies the Agreement for Consultant Services for Lisa Holmes, to provide training and support to the Interim Instructional Services Manager as required to fulfill the essential duties and responsibilities of the position. This Agreement will become effective July 21, 2014, and shall continue in effect through December 31, 2014, on an as-needed basis unless terminated in accordance with the provisions of the agreement. Compensation for services shall be \$75.00 per hour plus expenses as needed, not to exceed \$10,000, shown as Reference B-34.

### **Resolution 14-11 B-35 – RENEWAL OF AGREEMENT FOR SPECIAL SERVICES WITH LIEBERT CASSIDY WHITMORE**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees ratifies the Agreement for Special Services, for training and consulting purposes, with Liebert Cassidy Whitmore (LCW), as part of the Southern California Community College District Employment Relations Consortium, for a fee of \$3,250.00, beginning July 1, 2014 through June 30, 2015, shown as Reference B-35.

## C. PERSONNEL

### **Resolution 14-11 C-55 - LEAVE OF ABSENCE FOR CERTIFICATED EMPLOYEE (JONES)**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the recommendation of the Superintendent/President that Sharon Jones be granted a Long-Term Leave of Absence pursuant to Article VI, Section 15 of the CTA Agreement beginning August 18, 2014, for a maximum of 12 months.

### **Resolution 14-11 C-56 - INSTITUTIONAL DATA EXTRACTION FOR SSSP EXTRA DUTY ASSIGNMENT (FRID)**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the extra duty assignment for Sarah Frid for extra duties for research, data-mining, and

report preparation per CTA contract provisions, at her per diem hourly rate for no more than 10 hours per week, as needed, paid from Student Success and Support funds, effective August 13, 2014 through June 30, 2015, to be paid monthly per time sheet.

**XI. CONSENT RESOLUTIONS (continued)**

**Resolution 14-11 C-57 - INTERIM INSTRUCTIONAL SERVICES MANGER (TAYLOR)**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees ratifies the temporary employment of Denise Taylor, for performing the duties of Instructional Services Manager, an exempt classified management position, at an increase of at least 5 % of her classified salary plus longevity, effective July 11, 2014.

**Resolution 14-11 C-58 - EMPLOYMENT OF ADMISSIONS & RECORDS TECHNICIAN III (WILLIAMS)**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees ratifies the employment of Michael Williams, as full-time, 40 hours per week, Admissions & Records Technician III, at a classification of Row 10, Step 4, on the Classified Salary Schedule, effective August 11, 2014.

**Resolution 14-11 C-59 - EMPLOYMENT OF ADMISSIONS & RECORDS TECHNICIAN II (SCHMID)**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees ratifies the employment of Martin Schmid, as full-time, 40 hours per week, Admissions & Records Technician II, at a classification of Row 8, Step 2, on the Classified Salary Schedule, effective August 11, 2014.

**Resolution 14-11 C-60 – TEMPORARY FINANCIAL AID TECHNICIAN I (DORAME)**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees ratifies the employment of Josefa Dorame, as Temporary Financial Aid Technician I, at a placement of Row 5, Column 1, on the Classified Salary Schedule, beginning June 9, 2014.

**Resolution 14-11 C-61 – TEMPORARY LIBRARY TECHNICIAN (AGUIRRE)**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the temporary employment of Ramon Aguirre Jr., as Temporary Library Technician, at a placement of Row 5, Column 1, on the Part-Time Classified Salary Schedule, effective August 13, 2014

**Resolution 14-11 C-62 – TEMPORARY BUSINESS SERVICES TECHNICIAN II (NAVARRO)**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the employment of Diana Navarro as Temporary Business Services Technician II, at a placement of Row 8, Column 1, on the Classified Salary Schedule, with benefits, beginning August 13 2014.

**Resolution 14-11 C-63 – SUBSTITUTE PART-TIME CDC INSTRUCTIONAL AIDE (ROGERS)**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees ratifies the employment of Kimberly Rogers as part-time substitute Instructional Aide, for the Child Development Center, salary placement at Row 1, Step 1, on the Child Development Salary Schedule, effective February 25, 2014.

**Resolution 14-11 C-64 – PART-TIME TEMPORARY STUDENT EMPLOYEES FOR FALL SEMESTER 2014**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the following part-time temporary student employees (student aides, interpreters/student services clerks, tutors, peer counselor/coordinators, and peer counselor/recruiters) for Fall

**XI. CONSENT RESOLUTIONS (continued)**

<u>Name</u>	<u>Position/Department</u>	<u>Rate of Pay (per hour)</u>
Bunch, Britny	Student Clerk – BSV	\$9.25
Dorame, Danielle	Tutor – TRiO	\$9.75
Hurst, Laura	Tutor – TRiO	\$9.75
Infante, Melissa	Student Clerk – Student Services	\$9.25
Pryor, Matthew	Peer Counselor – BFA	\$9.75
Rangel-Bedolla, Yanelli	Peer Counselor – BFA (7/21-8/9/2014)	\$9.75
Ruiz, Bella	Peer Counselor – BFA	\$9.75
Santero, David	In Class Tutor – BCT	\$9.75
Tennefos, Christopher	Peer Counselor – BFA	\$9.75

**D. MISCELLANEOUS**

**Resolution 14-11 D-22 – ENROLLMENT FEE WAIVER PROGRAM EXTENSION**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves an extension of the Enrollment Fee Waiver Program for the 2014-2015 academic year. The program extends to all employees, Board members, and their eligible dependent family members, shown as Reference D-22.

***(Blanket Motion)***

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Consent Resolutions be: (approved) (tabled until \_\_\_\_\_) (denied).

Student Advisory	_____	Gonzales	_____	Rodriguez	_____
Arneson	_____	Hyduke	_____	Thomas	_____
Edmond	_____	Lewis	_____		

Motion carried/failed; Aye\_\_\_\_\_ No\_\_\_\_\_ Abstain\_\_\_\_\_ Absent\_\_\_\_\_

**XII. ACTION ITEMS**

**B. BUSINESS**

**Resolution 14-11 B-36 – ANNUAL CONTRACT BETWEEN CALIFORNIA DEPARTMENT OF EDUCATION AND CHILD DEVELOPMENT CENTER, FY 2014-2015**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees enters into an annual contract (#CSPP-34358), and adopts appropriate resolution with the California Department of Education, for the purpose of providing general child care and development services in fiscal year 2014-2015, in the amount of \$298,085, shown as reference B-36.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 14-11 B-36 be: (approved) (tabled until \_\_\_\_\_) (denied)

Student Advisory	_____	Gonzales	_____	Rodriguez	_____
Arneson	_____	Hyduke	_____	Thomas	_____

Edmond \_\_\_\_\_ Lewis \_\_\_\_\_

Motion carried/failed; Aye \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**XII. ACTION ITEMS (continued)**

**Resolution 14-11 B-37 - AGREEMENT WITH FARMWORKER INTITUTE FOR EDUCATION AND LEADERSHIP DEVELOPMENT (FIELD)**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Agreement between Palo Verde Community College District (PVCCD) and Farmworker Institute for Education and Leadership Development (FIELD) to provide instructional and other services for Basic Skills, English as a Second Language, Early Childhood Development, and Solar Energy programs to non-English speaking populations who are not otherwise served by a community college district. Term of this agreement shall commence on July 1, 2014 and shall terminate on June 30, 2015 unless terminated earlier in accordance with the provisions of the Agreement, shown as Reference B-37.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 14-11 B-37 be: (approved) (tabled until \_\_\_\_\_) (denied)

Student Advisory _____	Gonzales _____	Rodriguez _____
Arneson _____	Hyduke _____	Thomas _____
Edmond _____	Lewis _____	

Motion carried/failed; Aye \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**Resolution 14-11 B-38 - AGREEMENT WITH MBS DIRECT INC. FOR ONLINE BOOKSTORE SERVICES**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the agreement with MBS Direct, Inc. MBS Direct Inc. will be the exclusive provider of bookstore services to Palo Verde College. Contract term shall be November 15, 2014 for a period of three years, with the option to renew for an additional two years, shown as Reference B-38.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 14-11 B-38 be: (approved) (tabled until \_\_\_\_\_) (denied)

Student Advisory _____	Gonzales _____	Rodriguez _____
Arneson _____	Hyduke _____	Thomas _____
Edmond _____	Lewis _____	

Motion carried/failed; Aye \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_

**D. MISCELLANEOUS**

**Resolution 14-11 D-23 – APPROVAL OF BOARD POLICIES**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the following Board Policies (*shown loose in Board packets*):

- BP 2015 - Student Member
- BP 6530 – District Vehicles
- BP 6531 PVC – Staff Travel
- BP 6535 – Use of District and Non-district Equipment
- BP 6540 – Insurance

- BP 6550 – Disposal of Property
- BP 6600 – Capital Construction
- BP 6620 – Naming Buildings
- BP 6740 – Citizens’ Oversight Committee
- BP 6750 – Parking
- BP 6770 – Energy and Sustainability
- BP 6800 - Safety

**XII. ACTION ITEMS (continued)**

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 14-11 D-23 be: (approved) (tabled until \_\_\_\_\_) (denied)

Student Advisory	_____	Gonzales	_____	Rodriguez	_____
Arneson	_____	Hyduke	_____	Thomas	_____
Edmond	_____	Lewis	_____		

Motion carried/failed; Aye\_\_\_\_\_ No\_\_\_\_\_ Abstain\_\_\_\_\_ Absent\_\_\_\_\_

**Resolution 14-11 D-24 – TRUSTEE EXCUSED ABSENCE FROM BOARD MEETING**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the excused absence, per Board Policy 2725, for purposes of compensation, of Trustee Ed Gonzales from the PVCCD Special Meeting on July 8, 2014.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 14-11 D-24 be: (approved) (tabled until \_\_\_\_\_) (denied)

Student Advisory	_____	Gonzales	_____	Rodriguez	_____
Arneson	_____	Hyduke	_____	Thomas	_____
Edmond	_____	Lewis	_____		

Motion carried/failed; Aye\_\_\_\_\_ No\_\_\_\_\_ Abstain\_\_\_\_\_ Absent\_\_\_\_\_

**Resolution 14-11 D-25 – STUDENT TRUSTEE EXCUSED ABSENCE FROM BOARD MEETING**

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the excused absence, per Board Policy 2725, for purposes of compensation, of Student Trustee Alex Munoz from the PVCCD Special Meetings on June 24, 2014 and July 8, 2014.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 14-11 D-25 be: (approved) (tabled until \_\_\_\_\_) (denied)

Student Advisory	_____	Gonzales	_____	Rodriguez	_____
Arneson	_____	Hyduke	_____	Thomas	_____
Edmond	_____	Lewis	_____		

Motion carried/failed; Aye\_\_\_\_\_ No\_\_\_\_\_ Abstain\_\_\_\_\_ Absent\_\_\_\_\_

**XIII. HEARING OF CITIZENS (NON-AGENDA ITEMS)**

*Members of the public have this opportunity to directly address the Board on items of interest to the public, subject to a five (5) minute time limitation per individual.*

**XIV. ADJOURN TO CLOSED SESSION**

*Members of the public may be present to hear the Closed Session announcements and/or action and will be given an opportunity to speak on any closed session items at this time. Persons wishing to address the Governing Board under this item should fill out a Speaker*

1. Public Employee Discipline/Dismissal/Release pursuant to Government Code Section 54957.
2. Public Employee Performance/Evaluation: Superintendent/President.