

**PALO VERDE COMMUNITY COLLEGE DISTRICT**

**REGULAR MEETING**

**BOARD OF TRUSTEES**

**One College Drive in Blythe – CL 101**

**(and Teleconference held at Needles Center, 725 West Broadway, Needles, CA)**

**Tuesday, August 14, 2012**

**5:00 p.m.**

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 12-14**

**AGENDA**

**I. OPENING OF MEETING**

- 1. Call to Order
- 2. Flag Salute
- 3. Roll Call

Ed Gonzales, President	_____
Millie Rodriguez, Vice President	_____
Jerry Lewis, Clerk of the Board	_____
Ted Arneson, Trustee	_____
Sam Burton, Trustee	_____
Lincoln Edmond, Trustee	_____
George Thomas, Trustee	_____
Frannie Gregory, Student Trustee	_____
Denise Whittaker, Interim Superintendent/President	_____
Kay Ragan, Interim Vice President of Instructional and Student Services	_____

- 4. Approval of the Minutes of the Regular Meeting of May 22, 2012, Emergency Meeting of May 29, 2012, Special Meeting of June 4, 2012, Special Meeting of June 11, 2012, and Regular Meeting of June 26, 2012.
- 5. Approval of the Agenda for this meeting.

**II. ITEMS FOR DISCUSSION IN CLOSED SESSION (AT END OF MEETING WITH NO REPORTABLE ACTION ANTICIPATED IN OPEN SESSION)**

1. Real Property:
  - a) Parcel of Land on Chanslor Way
  - b) Spring Street Building
  - c) Needles Center
2. Superintendent/President Search.

**III. 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."

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

The Interim 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.

**V. PUBLIC NOTICE/HEARING**

None.

**VI. PRESENTATION/DISCUSSION**

1. Board of Trustees Self Evaluation and Goal Setting Process.

**VII. REPORTS**

1. Associated Student Government
2. Academic Senate
3. CSEA, Chapter 180
4. CCA/CTA
5. Denise Whittaker, Interim Superintendent/President
  - Status of Palo Verde College Fine and Performing Arts Complex
  - Board of Trustees meeting time
6. Kay Ragan, Interim Vice President of Instructional and Student Services
7. Board of Trustees Comments and Discussion

**VIII. INFORMATION ITEMS**

1. Commendation to M.L. Bettino for his work on the Gates Next Generation Learning Challenges Grant. The Kaleidoscope Project won an Innovators of the Year Award from Campus Technology Magazine (*copies of article shown loose in Board folders*). Palo Verde College participants included Philip Clinton, Brian Thieboux, and Biju Raman.
2. Palo Verde Community College Purchase Order Activity Report for period June 1, 2012 through July 31, 2012 (*shown loose in Board folders*).
3. Palo Verde Community College General Fund Cash Analysis for period June 1, 2012 through July 31, 2012 (*shown loose in Board folders*).
4. Acceptance of letter from the Accrediting Commission for Community and Junior Colleges (ACCJC) dated July 2, 2012, in response to the Special Report submitted by Palo Verde College, the report of the evaluation team visit on May 3, 2012, and the presentation given by the Interim Superintendent/President, Denise Whittaker, to the Commission on June 7, 2012 (*shown loose in Board folders*).
5. Open Forum Superintendent/President Candidate Search August 16 and 17, 2012.

**VIII. INFORMATION ITEMS (continued)**

6. Due to the potential conflict of the Open Forum for Superintendent/President Candidates on August 16 and 17, 2012, it was recommended and approved by Full Administration and College Council/Strategic Planning Steering Committee, to move Institute Day from Friday, August 17, 2012 to Friday, September 7, 2012. This recommendation is being submitted to the Calendar Committee for approval, and will then be submitted to the Board of Trustees and to Chancellor's Office for approval.
7. CCLC and Other Organizations FY 2013 Calendar *(shown loose in Board folders)*.
8. Tentative Board of Trustees Meeting August 16 and/or 17, 2012 – Interview Candidates for Superintendent/President position.

**IX. 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 12-14 A-22 – K-12 ENROLLMENTS – FALL 2012**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves K-12 students, completing approved college enrollment process, as shown in Reference A-22, be approved to attend classes at Palo Verde College for Fall 2012. Administration is recommending approval subject to space availability in classes.

**Resolution 12-14 A-23 – PART-TIME INSTRUCTORS/COUNSELORS FOR FALL SEMESTER 2012**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves instructors/counselors for fall semester 2012, as shown in Reference A-23.

**B. BUSINESS**

**Resolution 12-14 B-59 – CORRECTION OF AMOUNT, RESOLUTION 12-13 B-46 - ANNUAL RENEWAL OF STUDENT-RIGHT-TO-KNOW SUBSCRIPTION AGREEMENT (IPEDS)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the correction of the amount stated in Resolution 12-13 B-46 from \$3,000 per year to \$3,900 per year, due to a typographical error.

**Resolution 12-14 B-60 – FISCAL TRANSFERS FOR FY 2012-2013**

BE IT RESOLVED, that the Palo Verde Community College District Board of Trustees approves Fiscal Services to process financial transfers as needed for this fiscal year (2012-2013). This will allow Fiscal Services to make necessary changes as they occur in the District's budget for both general fund and all categorical funds.

**Resolution 12-14 B-61 – CONSULTANT AGREEMENT (ENTWISTLE)**

BE IT RESOLVED, that the Palo Verde Community College District Board of Trustees approves the Agreement for Consultant Services for Rhonda Entwistle, of Blythe, CA, to provided services to create proposals for noncredit classes in order to generate FTE's, create and implement a fee-based Community and Continuing Education program, and coordinate and direct the setup of classrooms and offices for the quilting/sewing program/curriculum for the Blythe campus and Needles Center where indicated, at a rate of \$40.00 per hour, not to exceed 40 hours, effective August 15, 2012 through September 11, 2012.

**IX. CONSENT RESOLUTIONS (continued)**

**C. PERSONNEL**

**(Academic Administrative)**

**Resolution 12-14 C-73 – ACTING SUPERINTENDENT/PRESIDENT**

BE IT RESOLVED, that effective July 30, 2012, the Vice President of Instructional and Student Services is authorized to serve as Acting Superintendent/President for the purpose of emergencies at any time that the Superintendent/President is away from the District and is unavailable to take action. In the event that the Superintendent/President position is vacated, the Vice President shall serve as acting Superintendent/President until such time as the Board of Trustees of the Palo Verde Community College District acts to appoint either an interim or permanent replacement.

**(Academic)**

**Resolution 12-14 C-74 – LATERAL TRANSFER OF INSTRUCTOR TO DSP&S COUNSELOR/COORDINATOR AND DSSS DIRECTOR**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the lateral transfer for \_\_\_\_\_ from Instructor to DSP&S Counselor/Coordinator And DSSS Director, effective August 15, 2012, with no change to current salary. However, there will be a change in days from 186 to 212. This is due to the Tentative Agreement with CTA on Involuntary Transfer of Counselors to classroom Instructors with “first right of refusal” for open counseling positions.

**Resolution 12-14 C-75 – LATERAL TRANSFER OF EOPS COUNSELOR TO EOPS DIRECTOR/COUNSELOR (M. RIVERA)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the lateral transfer for Maria “Machi” Rivera from EOPS Counselor to EOPS Director/Counselor, effective August 15, 2012, with no change to current salary. There will be an increase in the assigned workdays from 186 to 207 workdays.

**Resolution 12-14 C-76 – INSTRUCTIONAL SERVICE AGREEMENT (ISA) EXTRA DUTY ASSIGNMENT (JONES)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves extra duty assignment for Sharon Jones to oversee the District Instructional Service Agreement (ISA) program per CTA contract provisions, at her per diem rate per hour, as needed, not to exceed 10 hours per week, effective August 13, 2012 through June 30, 2013, to be paid per monthly time sheet.

**(Management/Confidential)**

**Resolution 12-14 C-77 - EMPLOYMENT OF INTERIM FACULTY MEMBER (FRID)**

BE IT RESOLVED, that Sarah Frid be employed as an interim Faculty Member, a full-time, certificated, temporary position with a 177 work day contract, with salary placement on the Academic Salary Schedule as Row 7, Column II, as determined by education and experience, from 08/13/2012 to 06/01/2013. At that time she will revert back to her former Outreach & Events Coordinator, a Classified Management position.

**(Classified)**

**Resolution 12-14 C-78 – CORRECTION OF DATE OF RESOLUTION 12-13 C-68 - PVCCD AND CSEA SUCCESSOR AGREEMENT JULY 1, 2012-JUNE 30, 2014**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the correction of CSEA contract dates as stated in Section 4, Term of Agreement. Resolution 12-13 C-68 stated effective July 1, 2012 through June 30, 2014. The Term of Agreement will be corrected to be effective July 1, 2012 through June 30, 2015.

**IX. CONSENT RESOLUTIONS (continued)**

**Resolution 12-14 C-79 - EMPLOYMENT OF INTERIM FACULTY MEMBER (ANDRADE)**

BE IT RESOLVED, that Maria Lupita Andrade be employed as an interim Faculty Member, a full-time, certificated, temporary position with a 177 work day contract, with salary placement on the Academic Salary Schedule as Row 1, Column II, as determined by education and experience, from 08/13/2012 to 06/01/2013. At that time she will revert back to her former Instructional Secretary, Title III, a classified position.

**Resolution 12-14 C-80 – TEMPORARY SUBSTITUTE FINANCIAL AID TECHNICIAN II**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies and approves Irene Butler-Rayford (retired Annuitant), be employed as Temporary Substitute Financial Aid Technician II while the current technician is out on sick leave, at an hourly rate of \$24.06 per hour, beginning July 24, 2012.

**Resolution 12-14 C-81 – RATIFICATION FOR INVOLUNTARY TRANSFER OF BOOKSTORE ASSISTANT TO BUSINESS SERVICES ASSISTANT**

BE IT RESOLVED, that due to the failed search to backfill a critical position in Fiscal Services, Palo Verde Community College District Board of Trustees ratifies the involuntary transfer of Denise Taylor, with no loss in pay, from Bookstore Assistant to Business Services Assistant, effective August 7, 2012, a full-time, CSEA classified position, with salary placement on the Classified Salary Schedule from Row 4, Step 8 to Row 7, Step 5.

**Resolution 12-14 C-82 – EXTRA DUTY PAY (COCKRELL)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies Elizabeth Cockrell, Distance Education Clerk, be paid out-of-class pay at five (5) percent (per CSEA Agreement) for performing the duties of Instructional Secretary, Title III, while Maria Lupita Andrade is temporarily reassigned to teaching for the 2012/2013 academic year, effective August 13, 2012 through June 1, 2013, or until a reorganization of that department is performed.

**Resolution 12-14 C-83 – ON-CALL SUBSTITUTE CLASSIFIED EMPLOYEE (CHAVEZ)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the substitute assignment of Brandi Chavez, as needed for clerical/secretarial/technical/custodial work as qualified, consistent with the CSEA contract and Education Code provisions. The substitute will be used as needed in the absence of classified employees to cover for approved absences, relief of quantity of work for report deadlines, and for emergency situations. The substitute will be paid at Step 1 of the classification of the classified position they are covering.

**Resolution 12-14 C-84 - PART-TIME TEMPORARY ON-CALL GROUNDSKEEPER I**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves Jose Gracia as a Part –Time Temporary On-Call Groundkeeper I, at a salary placement on the part-time classified salary schedule of Row 3, Step 1, effective August 15, 2012.

**Resolution 12-14 C-85 – RESIGNATION OF CHILD DEVELOPMENT CENTER INSTRUCTIONAL AIDE**

BE IT RESOLVED, that the Interim Superintendent/President has accepted, and Palo Verde Community College District Board of Trustees approves, a resignation notice dated July 2012 from Dana Adams, Child Development Center Instructional Aide, effective August 13, 2012.

**IX. CONSENT RESOLUTIONS (continued)**

**(Blanket Motion)**

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

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

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

**X. ACTION ITEMS**

**B. BUSINESS**

**Resolution 12-14 B-62 – ANNUAL CONTRACT BETWEEN CALIFORNIA DEPARTMENT OF EDUCATION AND CHILD DEVELOPMENT CENTER, FY 2012-2013**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees enters into an annual contract (#CSPP-2372), and adopts appropriate resolution with the California Department of Education, for the purpose of providing general child care and development services in fiscal year 2012-2013, in the amount of \$259,512, a decrease of \$64,403, as shown in reference B-62.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution  
12-14 B-62 be: (approved) (tabled until \_\_\_\_\_) (denied)

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

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

**Resolution 12-14 B-63 – AGREEMENT WITH BEST BEST & KRIEGER LLP (BP SOLAR CONTRACT)**

BE IT RESOLVED, in order to protect Palo Verde Community College District’s interest in its solar operations, and during the transition of BP as they withdraw from the solar oversight business, Palo Verde Community College District Board of Trustees approves the recommendation of the Interim Superintendent/President to enter into an agreement with Best Best & Krieger LLP, as shown in Reference B-63, to review and assess the current BP Solar contract for compliance and thoroughness, at a rate of \$285 per hour with a 50 hour cap, effective August 2, 2012 through June 30, 2013, at which time the services will be evaluated to determine if they are needed on a continual basis. Reimbursement for legal fees is being requested from BP Solar.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution  
12-14 B-63 be: (approved) (tabled until \_\_\_\_\_) (denied)

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

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

**X. ACTION ITEMS (continued)**

**Resolution 12-14 B-64 – CONTRACTOR AGREEMENT WITH THE STERLING GROUP (AQUINO)**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies the Independent Contractor Agreement between Palo Verde Community College District and The Sterling Group, Michael Aquino, for consulting services to assist with CCCApply online application issues, and other changes as needed to CCCApply, for the 2012-2013 Academic year, for a fee of not to exceed \$5,000 per year, beginning July 1, 2012 through June 30, 2013, as shown in Reference B-64.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-14 B-64 be: (approved) (tabled until \_\_\_\_\_) (denied)

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

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

**C. PERSONNEL**

**Resolution 12-14 C-86 – AMENDED SALARY SCHEDULES FOR 2012-2013 FOR ACADEMIC ADMINISTRATORS, CLASSIFIED MANAGEMENT/CONFIDENTIAL, FULL TIME CLASSIFIED, AND PART TIME CLASSIFIED EMPLOYEES**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves amended salary schedules for 2012-2013 for Academic Administrators, Classified Management/Confidential, Full-Time Classified, and Part-Time Classified, effective July 1, 2012, per the terms and agreements with CTA, CSEA, and through the Meet and Confer process with Classified Management/Confidential and administration, as shown in Reference 12-14 C-86.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-14 C-86 be: (approved) (tabled until \_\_\_\_\_) (denied)

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

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

**D. MISCELLANEOUS**

**Resolution 12-14 D-28 – BOARD OF TRUSTEES STUDY SESSION, AUGUST 28, 2012**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves Study Session on August 28, 2012, in Blythe, CA, to address Palo Verde College Budget and Accreditation.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-14 D-28 be: (approved) (tabled until \_\_\_\_\_) (denied)

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

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

**X. ACTION ITEMS (continued)**

**Resolution 12-14 D-29 – BOARD OF TRUSTEES SPECIAL MEETING, SEPTEMBER 11, 2012**

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves Special Meeting on September 11, 2012, in Blythe, CA, to approve and adopt Palo Verde College District 2012-2013 budget, and other agenda items as identified.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-14 D-29 be: (approved) (tabled until \_\_\_\_\_) (denied)

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

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

**Resolution 12-14 D-30 – 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 Samuel Burton from the PVCCD Board of Trustees Regular Meeting on June 26, 2012.

It was moved by \_\_\_\_\_, and seconded by \_\_\_\_\_, that Resolution 12-14 D-30 be: (approved) (tabled until \_\_\_\_\_) (denied)

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

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

**XI. 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.)

**XII. ADJOURN TO CLOSED SESSION (NO REPORTABLE ACTION ANTICIPATED IN OPEN 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 Request Form available at the reception table.

1. Real Property:
  - a) Parcel of Land on Chanslor Way
  - b) Spring Street Building
  - c) Needles Center
2. Superintendent/President Search.

**XIII. RECONVENE TO OPEN SESSION**

**XIV. ADJOURNMENT**

A Study Session will be held on Tuesday, August 28, 2012, at 4:30 p.m. in Blythe.

A Special Meeting will be held on Tuesday, September 11, 2012, at 4:30 p.m. in Blythe.

The next Regular Meeting will be held on Tuesday, September 25, 2012, at 5:00 p.m. in Blythe.