



Board Agenda

Compton Community College District

Wednesday, November 13, 2013
Closed Session to Commence at 4:00 p.m.
Open Session to Commence at 5:00 p.m.

DISTRICT BOARD ROOM
1111 E. Artesia Boulevard
Compton, California 90221

- I. Call to Order at 4:00 p.m.**
- II. Roll Call**
 - Lorraine Cervantes
 - Charles Davis
 - Deborah LeBlanc
 - John Hamilton
 - 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. CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION:**
 1. Conference with legal counsel--existing litigation (Subdivision (a) of Section 54956.9)
 - a. Stacy Farrah vs. Compton Community College District
 - B. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION:**
 1. Significant exposure to litigation pursuant to paragraph (2) of subdivision (d), paragraph (1) of subdivision (e) of Section 54956.9:
 - a. Two Case
 - C. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, PURSUANT TO GOVERNMENT CODE SECTION 54957(B):**
 1. Five Cases

D. 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

E. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO GOVERNMENT CODE SECTION 54957:

1. Chief Executive Officer

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

VII. Roll Call

Lorraine Cervantes
Charles Davis
Deborah LeBlanc
John Hamilton
Andres Ramos
Miguel Quintero
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 October 22, 2013

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XIII. Recognition of Service to Compton Community College District Board of Trustees

XIV. 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 – Joseph Lewis
6. Associated Student Body Report – ASB Representative

XV. Presentations

1. First Year Experience – Barbara Perez, Vice President, El Camino College Compton Center
2. Compton Community College District Citizens' Bond Oversight Committee Annual Report – Dr. Martha Brown, Chair, Compton Community College District Citizens' Bond Oversight Committee.

XVI. Consent Agenda – Recommendation of the CEO

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1. Administrative Services
 - A. Purchase Orders and Blanket Purchase Orders
2. Human Resources
 - A. Academic Employment and Personnel Changes
 - B. Temporary Non-Classified Service Employees

XVII. Action Items

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1. Office of the CEO
 - A. Compton Citizens' Bond Oversight Committee Annual Report for 2011-2012
 - B. BP 4245 – Academic Rank
 - C. Trustee Travel Request – CCLC Annual Convention
 - D. Absence of a Board Member
2. Administrative Services
 - A. Contracts
 - B. Ratification of Agreement with Yosemite Community College District Child Development Training Consortium 2013-2014 Instructional Agreement
 - C. Declaration of Surplus Property for Disposal
 - D. Budget Adjustments/Augmentations/Transfers 2013-2014
3. Facilities Planning and Development
 - A. Ratification of Resolution # 11-04-2013A – Ratification of a Resolution of the Board of Trustees the Compton Community College District Authorizing the Execution and Delivery of Lease-Lease Back Agreement for Construction of the Library Learning Resource Center Project and Authorizing Other Acts Relating Thereto
 - B. Contracts
 - C. Change Orders
4. Human Resources
 - A. Resolution #10-22-2013B - Resolution to Implement an Internal Revenue Code (IRC) Section 125 Flexible Fringe Benefits Plan

XVIII. Discussion/Information Items

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1. Office of the Special Trustee
 - A. Board of Trustees' 2014 Regularly Scheduled Meeting Dates
 - B. Special Trustee Advisory Committee Application
 - C. Special Trustee's Advisory Committee Meeting Dates
2. Office of the CEO
 - A. Board of Trustees Presentations and Reports Schedule for 2013
 - B. Citizens' Oversight Committee Application
 - C. Citizens' Bond Oversight Committee Meeting Dates
 - D. Notice of Public Hearing Regarding the Application for Exemption for the Fifty Percent Law.
3. Administrative Services
 - A. Annual Financial Status Report – Form CCFS – 311A
 - B. Measure CC Bond Fund Category Budgets and Balances

XIX. Oral Reports

1. Compton Center
2. CEO Report
3. Student Trustee Report
4. Board of Trustees Report
5. Special Trustee Report

XX. Next regularly scheduled meeting date: Tuesday, December 17, 2013

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

XXI. Adjournment

COMPTON COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES REGULAR MEETING

Tuesday, October 22, 2013

MEETING MINUTES

- I. The Board of Trustees Meeting was called to order at 4:01 p.m.
- II. Roll Call – Members Present
 - Charles Davis
 - Deborah LeBlanc
 - John Hamilton
 - Miguel Quintero
 - 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 4:03 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 54057(B):
 - B. Conference with Legal Counsel – Pending Litigation
 - C. Conference with Labor Negotiators pursuant to Government Code, Section 54957.6
 - D. Public Employee Performance Evaluation Pursuant to government Code Section 54957
- VI. Reconvene to Open Session of the Board of Trustees at 5:00 p.m.
- VII. Roll Call – Members Present
 - Charles Davis
 - John Hamilton
 - Deborah LeBlanc
 - Miguel Quintero
 - Keith Curry
 - Thomas Henry
 - Lorraine Cervantes – Sick
 - Andres Ramos – Sick
- VIII. Pledge of Allegiance – Led by C. Davis
- IX. Report of Actions Taken by Special Trustee during closed session:

The Special Trustee took action on: Item V. A.

CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION:

1. Conference with legal counsel--existing litigation (Subdivision (a) of Section 54956.9)
 - b. Compton Communication College Federation vs. Compton Community College District Case No. LA-CE-5564-E

The Special Trustee took action in closed session to approve a settlement agreement resolving PERB Case No. LA-CE-5564-E. The settlement provides that the CCCF President will be restored to employment with back pay, and provides that the unfair practice charge will be dismissed and any decisions in the matter vacated.

No other reportable action

- X. Approval of Open Session Agenda – **Approved, with corrections**
Corrections: Page 84: Change Order #7; Adjustment approved this change order: ~~0~~, s/b 70
Page 87: Item 5A: Resolution to Implement an Internal Revenue Code (IRC) Section 125 Flexible Fringe Benefits Plan – Item removed for further review.
Page 116: Correction on heading on Item 3A ~~1/15/2012 Report – Recalculation~~ - s/b Final Report as of June 30, 2013.
- XI. Requests to address the Board of Trustees – Agenda/Non-Agenda Items
Barbara Calhoun, Community Member – Voiced her concerns about the Community Survey Results.
- XII. Minutes of August 20, 2013 – **Approved**
Minutes of September 3, 2013 – **Approved, with correction.**
(Correction: Adjourned in the memory of Lois Haley, s/b Hale).
- XIII. Reports from Representatives and Employee Organizations
 - A. Faculty Representative Report – Jerome Evans: Thanked the CEO & VP for the Consultative Council’s tour of the new LRC, pleased with the progress; commented on the Board Candidates’ Forum. Mr. Evans reported that he represented the ECC/CEC Academic Senate at the Area C Meeting. There were several bills and many community college issues discussed, including dual enrollment with high school students and community colleges, funding for professional development, accreditation issues, and community colleges giving 4-year degrees.
 - B. Classified Representative Report – Gloria Hughes: No report
 - C. Academic Senate President Report – Michael Odanaka: Commented on Board Policies and faculty development.
 - E. CCCFE Certificated Employees Report – Toni Wasserberger: No Report
 - F. CCCFE Classified Employees Report – Joseph Lewis: No Report
 - F. Associated Student Body Report – No Report
- XIV. **Presentation**
 1. Compton Community College District 7th Fiscal Crisis Management Assistance Team (FCMAT) Progress Report – Ms. Diane Branham, Chief Management Analyst.

A question and answer session followed.

XV. Consent Agenda

1. **Administrative Services – Approved**
 - A. Purchase Orders and Blanket Purchase Orders
 - B. California Department of Education – Agency Annual Report CCTR-2089
 - C. California Department of Education – Agency Annual Report CSPP-2172
2. **Human Resources – Approved**
 - A. Academic Employment and Personnel Changes
 - B. New Classified Positions
 - C. Eligibility List
 - D. Classified Employees
 - E. Temporary Non-Classified Service Employees

XV. Action Items

1. **Office of the Special Trustee – Approved**
 - A. Board of Trustees’ Regularly Scheduled Meeting Dates July-December 2013 – Revised
2. **Office of the CEO – Approved**
 - A. Resolution #10-22-2013A – Authorizing the Issuance of Compton Community College District (Los Angeles County, California) General Obligation Bonds, Election of 2002, Series 2013D, and Actions Related Thereto. Presentation provided by JoAnna Bowes of Keygent Advisory Services – **Approved, contingent upon information received from L. A. County – rate not to exceed \$25.41.**
 - B. Student Trustee Travel Request – CCLC Annual Convention
3. **Administrative Services – Approved**
 - A. Contracts
 1. FIFTY and FIVE LLC - To provide specialized services to engage current and potential social media users regarding El Camino College Compton Center’s present and future programs and services. Services include advertising on various social media outlets.
 2. FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGES - To provide foster youth, former foster youth and emancipated foster youth with mental health workshops and assistance.
 3. FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGES - To provide grant funding, fiscal management, and accountability for the Youth Empowerment Strategies for Success-Independent Living Program (YESS-ILP).
 - B. Budget Adjustments/Augmentations/Transfers 2013-2014
 - C. Proposition 30, Education Protection Account (EPA) Funding and Expenditures
4. **Facilities Planning and Development – Approved**
 - A. Contracts
 - AGREEMENTS
 1. KEYGENT ADVISORY SERVICES: To provide the financial advisory services related to the issuance of general obligation bonds.
 2. SOUTHLAND INDUSTRIES: To provide HVAC maintenance for the Math/Science, Vocational Technology, MIS, Child Development Center and the Central Plant.
 3. VAVRINEK, TRINE, DAY & CO., LLP: To provide arbitrage rebate calculation on the District's General Obligation Bond Series 2004A bond issuance of \$41M to determine bond issuance complies with

arbitrage rate compliance (Section 148(f) of the IRS Code) and determine if the District is obligated to pay rebate.

AMENDMENTS

1. DLR GROUP/WWCOT: The original agreement was board approved on April 12, 2011. This is the third amendment to the agreement, is in the amount of \$46,820.00, for professional services relating to the preparation of re-bidding and negotiations services for the Allied Health Renovation project as noted in the ARCHITECT's proposal revised date of June 18, 2013 which shall be attached hereto and incorporated herein as Amendment #3 Exhibit A (Additional Service Fess for Re-Bid) and will increase the maximum approved compensation from \$1,309,850.00 to \$1,356,670.00.
 2. NTD ARCHITECTURE: Original agreement was board approved on January 15, 2013. This is the first amendment to the agreement, it is in the amount of \$120,000.00 and will increase the maximum approved compensation from \$800,000 to \$920,000. The project is for an Architect of Record and Division of State Architect (DSA) closeout certifications for the following projects: Major League Baseball Urban Youth Academy project; the Math/Science Building project; the Vocational/Technology Building project; the Stadium Lighting project; the Child Development Center project; and the Library & Learning Resource Center (LRC) project.
- B. Change Orders
5. Human Resources – **Item removed for further review**
 - A. Resolution #10-22-2013B - Resolution to Implement an Internal Revenue Code (IRC) Section 125 Flexible Fringe Benefits Plan.

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

1. Office of the Special Trustee
 - A. Special Trustee's Advisory Committee Application
 - B. Special Trustee's Advisory Committee Meeting Dates
 - C. Special Trustee's Advisory Committee Meeting Minutes of June 17, 2013
2. Office of the CEO
 - A. Board of Trustees Presentations and Reports Schedule for 2013
 - B. BP 4245 – Academic Rank (First Reading)
 - C. AR 6450 – Wireless or Cellular Telephone Use
 - D. AR 6250 – Fixed Asset Security and Accounting
 - E. Measure CC Bond Oversight Committee Application
 - F. Measure CC Citizens' Bond Oversight Committee Meeting Dates
 - G. Measure CC Citizens' Bond Oversight Committee Meeting Minutes of June 27, 2013
3. Administrative Services
 - A. Actual Enrollment Fee Revenue Report 323, California Community Colleges
 - B. Measure CC Bond Fund Category Budgets and Balances

XVIII. Oral Reports

1. Compton Center – Barbara Perez, VP Compton Center
Ms. Perez reported that the second 8-week session of classes started this week; classes were added this fall; enrollment is up over last year, but we are behind in FTES. This coming summer about 350 class sections will be offered. Marketing will be geared to the high school students so they can get a jump-

start on their college education. A presentation will be on the December Board Agenda on the new Student Success Services and Programs from the Chancellor's Offices, replacing matriculation. There will also be two new job descriptions submitted to support this program.

2. CEO Report

Dr. Curry welcomed Dr. Joseph Lewis back to the District. He reported on the CEO Round Table discussions to be held in our service area cities. Dr. Curry announced that on December 17, 2013 a Ribbon Cutting Ceremony for the Central Plant and opening of the main road will be held. The Learning Resource Center Grand Opening is scheduled for April 15, 2014. The CEO thanked the board members for their questions and will answer them as soon as possible.

3. Student Trustee Report

Miguel Quintero thanked the CEO for his patience and for the Round Table discussions in the community and on campus. He stated that he is looking forward to the trustee conference in November and will provide a report upon his return. Mr. Quintero relayed the concern of students about the course preference survey.

Dr. Curry said that he is open to conducting another course preference survey on-line early next year, because Administration wants to know the preference of students.

The Student Trustee reported that students feel the length of time the student representative for the Special Trustee's Advisory Committee is too long for a student.

Dr. Curry reported that this concern is on the discussion agenda for the next Advisory Committee meeting.

4. Board of Trustees Reports:

Trustee LeBlanc: Trustee LeBlanc thanked Dr. Curry for sending a letter to Congresswoman Janice Hahn thanking her for the "I Have A Dream" speech event held on the campus of CCCD; commented on the Board Candidates' Forum; emphasized the importance of an impartial FCMAT report; mentioned several conference she participated in recently; and expressed her concerns about the validity of the Community Survey Results.

Trustee Davis: Concerned about campus signage not specifying Compton Community Educational Center.

5. Special Trustee Henry

Stated that he had a very enlightening and impressive discussion with the Student Trustee, and he has great hope for our future.

XIX. Next regularly scheduled meeting: **Wednesday, November 13, 2013**

Closed session begins at 4:00 p.m.;

Open session begins at 5:00 p.m.

XX. Meeting adjourned at 7:16 p.m.

Compton Community College District – 1111 East Artesia Boulevard -- Compton, California 90220

Agenda for the Compton Community College District Board of Trustees
from
Office of the Chief Executive Officer
Dr. Keith Curry

XVI. CONSENT AGENDA – RECOMMENDATIONS OF THE CEO

1. Administrative Services
 - A. Purchase Orders and Blanket Purchase Orders

2. Human Resources
 - A. Academic Employment and Personnel Changes
 - B. 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 OCTOBER 2013

Compton Community College District
BOARD OF TRUSTEES PURCHASE ORDER LISTING
Meeting Date: 11/13/2013

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				
P0700960	Santa Ana College Cross	Athletics	Other Services and Expenses	\$150.00
P0700970	Golden West	Athletics	Other Services and Expenses	\$150.00
P0700973	Bellflower Chamber of	Office of the CEO	Dues and Memberships	\$150.00
P0700974	California Community	Athletics	Dues and Memberships	\$5,900.00
P0700975	Stevensons	I&T Division	Instructional Supplies	\$1,098.67
P0700976	Herff Jones	Admissions/Records	Non-Instruct Supplies	\$336.00
P0700977	Stevensons	I&T Division	Instructional Supplies	\$1,033.08
P0700978	American Express	I&T Division	New Equipment - Instructional	\$386.59
P0700980	Barco Products	Operations	Repairs Non-instructional	\$90.21
P0700981	Premier Computer	Fiscal Services	General Office Supplies	\$221.20
P0700982	El Camino College	Financial Aid	Institutional Return of Funds	\$3,932.00
P0700983	Insight Systems	Financial Aid	New Computer	\$651.56
P0701030	El Camino College	Financial Aid	Institutional Return of Funds	\$2,813.00
P0701058	CDW Computer Centers,	Information Technology	Non-Instruct Supplies	\$255.76
P0701065	Downtown Ford Sales	Fiscal Services	Equipment	\$55,326.56
P0701074	Tourcoach Charter &	Natural Sciences	Transportation	\$781.30
P0701075	Singlewire Software	Information Technology	Maintenance Contracts	\$2,400.00
P0701078	The Library Store	Div. Office Instr.	Non-Instruct Supplies	\$987.91
P0701109	Sports Imports	Operations	Site Improvements	\$566.40
P0701117	Travers Tool Company	I&T Division	Instructional Supplies	\$5,039.95
P0701126	Sunshine Products	I&T Division	Instructional Supplies	\$2,946.10
P0701128	Airgas West	I&T Division	Instructional Supplies	\$5,657.49
P0701155	Pulse Team Wear	Athletics	Non-Instruct Supplies	\$1,863.90
P0701156	Pulse Team Wear	Athletics	Non-Instruct Supplies	\$1,395.20
P0701157	Pulse Team Wear	Athletics	Non-Instruct Supplies	\$707.41
P0701179	Pacific Flooring	Operations	Site Improvements	\$950.00
P0701180	Abdul Sesay	Athletics	Gasoline	\$80.70
P0701181	El Camino College	Financial Aid	Institutional Return of Funds	\$3,069.00
P0701182	Insight Systems	Financial Aid	New Computer	\$517.94
P0701183	Office Xpress	Admissions/Records	Non-Instruct Supplies	\$436.91
P0701189	Maria G. Estrada	First Year	Conferences Other	\$266.05
P0701190	Maria G. Estrada	First Year	Conferences Other	\$43.06
P0701191	Pulse Team Wear	Athletics	Non-Instruct Supplies	\$1,863.90
P0701199	City of Paramount	Office of the CEO	Other Rentals	\$82.50
P0701200	Carson Civic Center	Office of the CEO	Other Rentals	\$346.00
P0701210	Stericycle	Nursing	Other Services and Expenses	\$297.41
P0701211	Southern California	Athletics	Travel and Conference	\$120.00
P0701215	Fresno City College	Athletics	Travel and Conference	\$105.00

P0701216	Santa Monica Mens	Athletics	Other Services and Expenses	\$250.00
P0701217	UC Regents	First Year	Conferences Other	\$1,050.00
P0701218	Riverside City College	Athletics	Other Services and Expenses	\$600.00
P0701219	Neopost Inc.	Mailroom	Postage	\$661.50
P0701220	Expressions to Wear	Learning Center	Non-Instruct Supplies	\$221.05
P0701223	Honors Transfer	Academic Affairs	Dues and Memberships	\$90.00
P0701228	Ice Machine Sales &	Academic Affairs	Maintenance Contracts	\$424.28
P0701229	Gaylord Brothers, Inc.	Academic Programs	Equipment	\$1,868.61
P0701253	Stay Safe Supply	Information Technology	Printing	\$20,140.72
P0701258	GST Inc.	Academic Affairs	New Equipment - Instr Lease	\$3,863.31
Fund 01 Total: 48				\$132,188.23

Fund 10 Restricted-Compton Ed Center

P0700963	Acct	Board of Trustees	Dues And Memberships	\$415.00
P0700968	Haas Factory Outlet	VATEA I&T	New Equipment - Instructional	\$35,557.37
P0700969	Haas Factory Outlet	VATEA I&T	New Equipment - Instructional	\$32,115.42
P0700979	LACSTA	Board of Trustees	Dues and Memberships	\$100.00
P0701057	Electric Bike	VATEA I&T	New Equipment - Instructional	\$1,308.00
P0701076	Westlake Professional	VATEA Medial / TV	Computer Software Account	\$5,780.27
P0701077	Apple, Inc.	VATEA Medial / TV	Computer Software Account	\$1,084.55
P0701096	Eauto Tool.Com	VATEA I&T	New Equipment - Instructional	\$42,455.50
P0701129	S&B Foods	EOPS CARE	Hospitality	\$1,915.00
P0701152	California State Foster	Foster Care Ed	Conferences Mgmt.	\$250.00
P0701153	Expressions to Wear	TRIO	General Office Supplies	\$418.83
P0701205	Paton Group	VATEA I&T	Computer Software Account	\$2,626.00
P0701212	GoEngineer	VATEA I&T	Computer Software Account	\$2,081.00
Fund 10 Total: 13				\$126,106.94

Fund 46 Bond Fund-Series 2012C-Compton

P0701094	Daily Breeze, the	Allied Health Bldg -	Advertising-Bond Projects	\$2,503.55
P0701101	Division of the State	Infrastructure Phase I	Testing & Inspection	\$784.00
Fund 46 Total: 2				\$3,287.55

PO Funds Total: 64 \$316,582.72

Fund 01 Unrestricted-Compton Ed Center

B0710641	Xerox Corporation	Information Technology	Rents/ Leases and Repairs	\$155,534.00
B0710643	Compton Community	Athletics	Other Services	\$22,000.00
B0710644	Hillyard Floor Care	Operations	Custodial Supplies	\$43,000.00
B0710645	Bhands Photography	Athletics	Contract Services	\$1,500.00
B0710646	American Asia Express,	Fiscal Services	Student Transportation Rental	\$5,000.00
B0710654	Southern California	Operations	Lights and Power	\$441,460.00
B0710663	S and B Compton	Student Recruitment	Non-Instruct Supplies	\$2,000.00
B0710674	S&B Foods	Office of the CEO	Food/Food Supplies	\$600.00
B0710675	Inner City Sports	Athletics	Non-Instruct Supplies	\$4,187.00
B0710676	El Camino College	DSPS	Contract Services	\$17,754.00
Fund 01 Total: 10				\$693,035.00

Fund 45 Revenue Construct Bond - Compton

B0710658	Priest Construction	Learning Resource	Testing & Inspection	\$95,000.00
Fund 45 Total: 1				\$95,000.00

Fund 46 Bond Fund-Series 2012C-Compton

B0710673	California Fuels &	Infrastructure Phase I	Fuel Oil	\$10,000.00
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			Fund 46 Total: 1	\$10,000.00
Fund 64	Property/Liability Ins-Compton			
B0710669	CCCD Prop & Liab Trust	Human Resources	Insurance	\$50,000.00
			Fund 64 Total: 1	\$50,000.00
			BPO Funds Total: 14	868,035.00
			Grand Total POs and BPOs: 78	1,184,617.72

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

2A. 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.

1. Employment – James Lopez, part-time Academic Strategies Instructor, Class II, Step 1, effective October 21, 2013 – June 30, 2014.
2. Employment – Juan Meza, part-time History Instructor, Class II, Step 1, effective October 12, 2013 – June 30, 2014.
3. Special Assignment – Hiram Sims, \$400.00 stipend for participating in Authors@Compton event on November 13, 2013.

2B. 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. Pamela Bellard, Assistant Coach (Women's Basketball), \$8.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective August 15, 2013 through December 15, 2013, Athletics, Student Affairs (NTE 25 hours per week).
2. Sandra Coleman, Student Worker I, Rate A, \$8.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective October 1, 2013 through December 13, 2013, Career Technical Education, Academic Affairs (NTE 25 hours per week).
3. Annika Fenpon, Supplemental Instruction Tutor, Rate C, \$12.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective October 14, 2013 through December 13, 2013, Learning Resource Center, Academic Affairs (NTE 15 hours per week).
4. Mark Flores, Assistant Coach (Baseball), \$8.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective January 15, 2014 through May 20, 2014, Athletics, Student Affairs (NTE 25 hours per week).
5. Dennis Ford, Assistant Coach (Baseball), \$8.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective January 15, 2014 through May 20, 2014, Athletics, Student Affairs (NTE 15 hours per week).
6. Enrique Guzman, 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 October 14, 2013 through December 13, 2013, Learning Resource Center, Academic Affairs (NTE 10 hours per week).
7. Julio Haro, 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 November 1, 2013 through December 13, 2013, Foster Youth Education, Student Affairs (NTE 25 hours per week).

8. Ray Holbert, Assistant Coach (Baseball), \$8.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective January 15, 2014 through May 20, 2014, Athletics, Student Affairs (NTE 25 hours per week).
9. Ephriam Kendrick, Instructional Assistant-EMT, \$13.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective October 1, 2013 through June 30, 2014, Career Technical Education, Academic Affairs (NTE 25 hours per week).
10. Sarah Leinen, Teacher Associate, \$22.80 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective October 14, 2013 through December 13, 2013, Learning Resource Center, Student Affairs (NTE 20 hours per week).
11. Eduardo Morales, 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 November 1, 2013 through December 13, 2013, Foster Youth Education, Student Affairs (NTE 25 hours per week).
12. Hector Palafox, Assistant Coach (Softball), \$8.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective January 20, 2014 through May 16, 2014, Athletics, Student Affairs (NTE 25 hours per week).
13. Cornell Somerville, Assistant Coach (Baseball), \$8.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective January 15, 2014 through May 20, 2014, Athletics, Student Affairs (NTE 25 hours per week).
14. Vivian Turner, Assistant Coach (Women's Basketball), \$8.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective August 15, 2013 through December 15, 2013, Athletics, Student Affairs (NTE 25 hours per week).
15. Arthur Washington, Assistant Coach (Men's Basketball), \$8.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective November 15, 2013 through May 16, 2014, Athletics, Student Affairs (NTE 25 hours per week).

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

XVII. ACTION ITEMS

1. Office of the CEO
 - A. Compton Community College District Citizens' Bond Oversight Committee Annual Report for 2011-2012
 - B. Board Policy - BP 4245 Academic Rank
 - C. Trustee Travel Request – CCLC Annual Convention
 - D. Absence of a Board Member

2. Administrative Services
 - A. Contracts
 - B. Ratification of Agreement with Yosemite Community College District Child Development Training Consortium 2013-2014 Instructional Agreement
 - C. Declaration of Surplus Property for Disposal
 - D. Budget Adjustments/Augmentations/Transfers 2013-2014

3. Facilities Planning and Development
 - A. Ratification of Resolution # 11-04-2013A – Ratification of a Resolution of the Board of Trustees the Compton Community College District Authorizing the Execution and Delivery of Lease-Lease Back Agreement for Construction of the Library Learning Resource Center Project and Authorizing Other Acts Relating Thereto.
 - B. Contracts
 - C. Change Orders

4. Human Resources
 - A. Resolution #10-22-2013B - Resolution to Implement an Internal Revenue Code (IRC) Section 125 Flexible Fringe Benefits Plan

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

1A. COMPTON COMMUNITY COLLEGE DISTRICT CITIZENS' BOND OVERSIGHT COMMITTEE ANNUAL REPORT FOR 2011-2012

It is recommended that the Special Trustee receives the Compton Community College District's Citizens' Oversight Committee Annual Report for 2011-2012.

This Annual Report is submitted to the Special Trustee in partial fulfillment of the Committee's responsibilities as set forth in Article XIII A, Section 1 of the State of California Constitution and Sections 15278 through 15282 of the State of California Education Code.

The Citizens' Oversight Committee Annual Report for 2011-2012 is available on-line at:
http://www.district.compton.edu/measure_cc_bond/annual-reports.asp

1B. BOARD POLICY - BP 4245 Academic Rank

It is recommended that the Special Trustee approves the Compton Community College District Board Policy BP 4245 for Academic Rank. Board Policy 6750 would be implemented on January 1, 2014.



COMPTON COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES POLICIES

BP 4245 ACADEMIC RANK

ISSUED: October 1, 2013

REVISED:

Reference:

Education Code Sections

Academic Rank for faculty employees is recognized by the Board of Trustees.

Qualifications and procedures to obtain rank shall be recommended by the Academic Senate, approved by the CEO, and published in District publications, including the Faculty Handbook.

Academic rank for faculty members of the Compton Community College District shall be awarded as follows and upon the recommendation of the CEO, it being understood that academic rank shall in no way involve salary consideration.

- A. The title of "LECTURER" shall be applied to all part-time faculty.
- B. The title of full-time faculty members in non-tenured status shall be "INSTRUCTOR".
- C. The rank of "ASSISTANT PROFESSOR" shall be granted upon the receipt of tenure at the District.
- D. The rank of "ASSOCIATE PROFESSOR" shall be granted upon the receipt of tenure and the completion of seven years of full-time service for the District.
- E. The rank of "PROFESSOR" shall be granted upon the receipt of tenure and ten years of full-time service for the District.
- F. Emeritus faculty shall be ranked as "FACULTY EMERITUS" who is, upon retirement, in good standing as a tenured faculty member.
- G. Any individual joining the faculty from another accredited institution will not suffer any reduction in rank.

1C. TRUSTEE CONFERENCE REQUEST

It is recommended that the Special Trustee approves conference attendance and hotel for the following:

- 1) Trustee Andres Ramos
 - a. Community College League of California Annual Convention
November 21-23, 2013; Hyatt Regency San Francisco Airport, Burlingame, CA.

1D. ABSENCE OF A BOARD MEMBER

It is recommended that the Special Trustee excuse the following Elected Board Members from the Board of Trustees' Meetings with no loss of salary:

- 1) Trustee Lorraine Cervantes from the Tuesday, October 22, 2013 Board of Trustees Meeting.
- 2) Trustee Andres Ramos from the Tuesday, October 22, 2013 Board of Trustees Meeting.
- 3) Student Trustee Miguel Quintero from the Wednesday, November 13, 2013 Board of Trustees Meeting.
- 4) Trustee Dr. John Hamilton from the Wednesday, November 13, 2013 Board of Trustees Meeting.

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

2A. CONTRACTS

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

AGREEMENTS

- 1. CONTRACTOR:** FIRST CLASS VENDING
SERVICES: To provide the installation and operation of all vending equipment at the District, by keeping them adequately supplied with merchandise and in good repair and in sanitary condition.
REQUESTING DEPT: BUSINESS SERVICES
FUNDING: RESTRICTED GENERAL FUND
DATES: 11/01/14 – 10/31/19
NTE: 31 percent of the monthly gross receipts, less any applicable sales tax, California redemption value, and refunds. A guarantee of \$35,000.00 in annual commission (**REVENUE**)

AMENDMENTS

- 1. CONTRACTOR:** FIRST CLASS VENDING
SERVICES: This is the first amendment to the agreement, for professional services to provide the installation and operation of all vending equipment at the District, by keeping them adequately supplied with merchandise and in good repair and in sanitary condition. This amendment will increase the maximum approved commission from 22 percent to 31percent.
REQUESTING DEPT: BUSINESS SERVICES
FUNDING: RESTRICTED GENERAL FUND
DATES: 11/01/13 – 10/31/14
NTE: 31 percent of the monthly gross receipts, less any applicable sales tax, California redemption value, and refunds (**REVENUE**)

2B. RATIFICATION OF AGREEMENT WITH YOSEMITE COMMUNITY COLLEGE DISTRICT CHILD DEVELOPMENT TRAINING CONSORTIUM 2013-2014 INSTRUCTIONAL AGREEMENT – AGREEMENT NUMBER 13-14-4159

It is recommended that the Special Trustee authorizes the CEO or Designee to approve District participation in the Yosemite Community College District Child Development Training Consortium 2013-2014 Instructional Agreement Number 13-14-4159 for the purpose of providing tuition and book reimbursement to eligible child development student employed in child development programs who seek or wish to upgrade and maintain child development permit for employment.

Fiscal Year: September 1, 2013 – June 30, 2014

Total amount encumbered by this contract: \$10,000.00

Agreement Number: 13-14-4159

Program Type: CHILD DEVELOPMENT TRAINING CONSORTIUM

2C. DECLARATION OF SURPLUS PROPERTY FOR DISPOSAL

It is recommended the Special Trustee approve the appropriate disposition of the following property and authorize Recycle International to pick-up its disposal. Education Code Sections 81450 through 81460 and Board Policy 6550 provide the method and manner of disposal of personal property no longer required or suitable for District use. Pursuant to Board Policy 6550 and Education Code §81450, the CEO is delegated authority by the Special Trustee to declare surplus property of the District that is unsatisfactory or no longer suitable for school use.

Qty.	Item	Serial No.	Location
1	Bridgeport CNC with FANUC		Vocational Technology
1	EMCO PC Turn 125	Serial# A7V VCO	Vocational Technology
1	EMCO- PC Mill125 FBR No. F1DM3015	Serial# F11WU4	Vocational Technology
1	Tree Vertical Mill CNC Journeyman 325 CNC	Serial#14377 Serial# 9-25-85-5080	Vocational Technology
1	Bridgeport Series 1 CNC Diagram No. 1927773		Vocational Technology
1	CNC EMCO Compact 5 Lathe	Serial# A6C-100000	Vocational Technology
1	CNC EMCO Compact 5 Lathe	Serial# A6C-105000	Vocational Technology
1	Tree Mill Model# 2UVR	Serial# 1674	Vocational Technology
1	Tree Model Mill # 2VGC	Serial# 1642	Vocational Technology
1	Tree Model Mill # 2UVR	Serial# 957	Vocational Technology
1	Tree Model Mill# 2VRC	Serial# 1416	Vocational Technology
1	Tree Model Mill# 2UVR	Serial# 1617	Vocational Technology
1	Tree Model Mill# 2UVR	Serial# 1945	Vocational Technology
1	Houser Model Boring Mill # 891/1331	Serial #90	Vocational Technology
1	Rockwell Saw CCC# 006143		Vocational Technology
1	Comparator Micro-Vu-Inc. Model# 300	Serial#1127	Vocational Technology
1	Bench Grinder Compton CCD 4055		Vocational Technology

2D. 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 2012-2013

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

1. General Fund – Unrestricted

Expenditures:

<u>Major Object</u>	<u>Description</u>	-FROM-	<u>Amount</u>
2XXX	Classified and Other Nonacademic Salaries		\$ 2,000.00
5XXX	Other Operating Expenses and Services		<u>148,881.17</u>
			\$150,881.17

<u>Major Object</u>	<u>Description</u>	-TO-	<u>Amount</u>
3XXX	Employee Benefits		\$ 1,000.00
4XXX	Supplies and Materials		2,000.00
6XXX	Capital Outlay		143,000.00
7XXX	Other Outgo		<u>4,881.17</u>
			\$150,881.17

Summary Total	\$ 0.00
Total Transfer Amount - \$150,881.17	

Summary of Transfers:

Savings from Information Technology Director’s salary and District Board election budgets reallocated for instructional equipment, purchase of vans for student transportation and advertising. Institutional Research budget increased by funds reallocated from Academic Affairs supply and maintenance contract budgets. First Year Experience (FYE) student transportation funds transferred from FYE budget to Business Services budget to centralize funds for billing and payment purposes. State Unemployment Insurance budget increased to provide additional funds for payment of outstanding deposits to Employment Development Department. A portion of Enrollment Management Funds distributed to the Learning Center for student worker salaries reallocated for Supplies. Funds from Academic Affairs equipment budget transferred to Maintenance and Operations to cover the extra expense of adding Volleyball capability to the gym.

2. General Fund – Restricted

Revenue:

<u>Major Object</u>	<u>Description</u>	-FROM-	<u>Amount</u>
86XX	Reimbursable Categorical Program – TAFY		(\$ 15,000.00)

Expenditures:

-FROM-

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
3XXX	Employee Benefits	\$ 54.00

-TO-

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
2XXX	Classified Salaries & Other Non-academic Salaries	\$ 7,900.00
4XXX	Supplies and Materials	6,354.00
5XXX	Other Operating Expenses and Services	800.00
		<u>\$ 15,054.00</u>

Summary Total **\$ 0.00**

Total Transfer Amount - \$15,054

Summary of Transfers:

CCC SMHP-TAFY Project (California Community College Student Mental Health Transition Aged Foster Youth Project) \$15,000 award budget established and YESS-ILP (Youth Empowerment Strategies for Success – Independent Living Program) budget adjusted to agree With FCCC grant agreement approved budget.

3. Measure CC Bond Fund Series 2012 C Interfund Transfer to Capital Outlay Fund

Expenditures:

-FROM-

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
6XXX	Capital Outlay	\$ 4,248.00

-TO-

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
5XXX	Other Operating Expenses and Services	\$ 4,248.00

Summary Total **\$ 4,248.00**

Total Transfer Amount - \$4,248

Summary of Transfers:

Funds allocated from Allied Health Project holding account to Allied Health Project advertising budget for advertising costs related to request for project bids. Transfers from Infrastructure Phase I and Restroom Modernization project equipment budgets made to cover fuel costs for temporary lighting required until Infrastructure Phase I Project completed.

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

- 3A. It is recommended that the Special Trustee approve Resolution #11-07-2013- Ratification of a Resolution Authorizing the Execution and Delivery of Lease-Lease Back Agreement for Construction of the Library Learning Resource Center Project and Authorizing Other Acts Relating Thereto.

COMPTON COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 11-04-2013

**RATIFICATION OF A RESOLUTION OF THE BOARD OF TRUSTEES THE
COMPTON COMMUNITY COLLEGE DISTRICT AUTHORIZING THE
EXECUTION AND DELIVERY OF LEASE-LEASE BACK AGREEMENT FOR
CONSTRUCTION OF THE LIBRARY LEARNING RESOURCE CENTER
PROJECT AND AUTHORIZING OTHER ACTS RELATING THERETO**

WHEREAS, the Compton Community College District (“District”) owns and operates the Library Learning Resource Center (“Project”). The District has undertaken planning and other activities in furtherance of its desire to construct certain improvements to the (“Project”); and

WHEREAS, Education Code Section 81335 authorizes any California public community college district to let, without advertising for bids, any real property that belongs to the community college district, if the lease arrangement provides for construction of improvements to the property, for lease of the improvements back to the community college district, and for title to such improvements to vest in the community college district at the expiration of the lease term, a process commonly referred to as the “Lease-Leaseback” construction delivery method; and

WHEREAS, the Governing Board of the District, acting by and through its duly elected Trustees, has determined that it is in the best interests of the District and for the common benefit of the citizens residing within the jurisdiction of the District to construct the Project by leasing the Leased Premises to the Corporation and by immediately entering into this Facilities Lease under which the District will sublease the Leased Premises and lease the Project back from the Corporation and make Lease Payments on the dates and in the amounts set forth in the payment schedule attached to the Facilities Lease between the District and the general contractor; and

WHEREAS, P. H. Hagopian, Inc. (“Contractor”) is duly licensed by the State of California as a general building contractor, and Contractor has experience in constructing school facilities within the State of California using the Lease-Leaseback construction delivery method; and

WHEREAS, the District has selected Contractor as the firm best qualified to meet the needs of the District in providing construction services for the Project, at a price that the District has determined is fair and reasonable; and

WHEREAS, the District and Contractor have determined and set forth in a proposed “Library Learning Resource Center Site Lease,” a proposed “Library Learning Resource Center Project Leaseback Facilities Lease,” and a proposed “Construction Services Agreement for Library Learning Resource Center” (collectively, the “Lease-Leaseback Agreements”) the terms and conditions upon which the Contractor will complete construction of the Project; and

WHEREAS, prior to the Board of Trustees of the District considering this Resolution, the District provided copies of the proposed Lease-Leaseback Agreements to the Board of Trustees for review, and copies of the agreements are on file with the District at its main administrative offices and available for public review;

NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE COMPTON COMMUNITY COLLEGE DISTRICT DOES HEREBY FIND, RESOLVE, AND ORDER AS FOLLOWS:

Section 1. The foregoing Recitals are true and correct.

Section 2. The Board of Trustees hereby determines that it will be in the best interests of the District, as authorized pursuant to Education Code Section 81335, to complete the construction of the Project using the Lease-Leaseback construction delivery method and in accordance with the terms set forth in the Lease-Leaseback Agreements attached hereto.

Section 3. The Board of Trustees hereby approves the Lease-Leaseback Agreements, in substantially the forms reviewed by the Board of Trustees

Section 4. The District’s Chief Business Officer or his designee, is hereby authorized to execute and deliver the Lease-Leaseback Agreements, in substantially the forms reviewed by the Board of Trustees, subject to such non-substantive additions or modifications thereto as the Chief Business Officer may deem to be in the best interests of the District following review by and consultation with Bergman, Dacey, Goldsmith, legal counsel to the District.

Section 5. This Resolution shall take effect as of the date of its adoption.

ADOPTED, SIGNED AND APPROVED on the 7th day of November 2013, by the Special Trustee of the Compton Community College District.

By: _____
Thomas E. Henry, Special Trustee
Compton Community College District

I, Keith Curry, Secretary to the Governing Board of the Compton Community College District, do hereby certify that the foregoing Resolution was adopted by the Governing Board of said District at a meeting of said Board held on the 7th day of November 2013, and that it was so adopted by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

Keith Curry, Secretary to the Governing Board
Compton Community College District

3B. CONTRACTS

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

AGREEMENT

1. **CONTRACTOR:** PLANNET CONSULTING, LLC
SERVICES: To provide consulting services for the Learning Resource Center project. Conduct an assessment of the IT requirements required by departments. Create biddable specifications for the technology systems identified in the Assessment Phase. Review draft specifications with college IT to ensure accuracy and commitment to standards; feedback will be incorporated and final specifications issued. Work with the District to ensure select integrators are on a pre-approved list or have master service agreements with the District. Provide high-level implementation oversight and coordination including equipment orders/provisioning/installation lead times, configuration, system testing, training, and scheduling.
- REQUESTING DEPT:** FACILITIES
FUNDING: BOND MEASURE CC
DATES: 11/12/13 – 06/30/14
NTE: \$90,315.00 includes reimbursable expenses

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 will increase the maximum approved compensation from \$5,206,550.00 to \$5,221,550. To provide striping, grading, paving, and signage for Lots G and H. Design new trash enclosure for three trash bins to replace those demolished. Create a new access ramp at north side of Vocational Tech Building, fix the existing lifted concrete, create new accessible parking east of the existing electrical enclosure, create stops at every point into the intersection, provide new sidewalks along north and east sides of existing electrical enclosure, and re- striping. This will also require re-grading to make drainage work in the area, striping and paving plans. Project management and issue Instructional Bulletins. Scope includes Civil Engineer, Structural Engineer, Landscape Architect, and S&K Engineers
- REQUESTING DEPT:** FACILITIES
FUNDING: BOND MEASURE CC
DATES: 09/16/08 – 06/30/14
NTE: \$5,221,550

RATIFICATION

- 1. **CONTRACTOR:** WEST COAST CABLE, INC.
SERVICES: To provide a temporary repair to the fiber due to the construction of the Utility Infrastructure Project
REQUESTING DEPT: MIS
FUNDING: BOND MEASURE CC
DATES: 11/02/13 – 11/02/13
NTE: \$7,500.00

3C. FACILITIES PLANNING AND DEVELOPMENT – CHANGE ORDER REPORTS FOR CAPITAL PROJECTS & MEASURE CC. PROP 39 PROJECTS

1. **Minco Construction Change Order #6 – 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 install a trench drain at the Greenleaf East gate and revise grading to work with existing greenbelt/parkway between campus and Greenleaf per Bulletin 11. This requires 2 week closure of the main gate. Eliminates water ponding at main entrance.

Change Order Cost: \$20,476.87

2. **Change Order 2:**

Description: Provide material, labor, and equipment to change all Jacaranda trees to Chinese Pistache trees. District request.

Change Order Cost: \$0.00

3. **Change Order 3:**

Description: Provide material, labor, to add existing fire hydrants to the new fire water loop per Bulletin 12. Design clarification.

Change Order Cost: \$131,157.01

4. **Change Order 4:**

Description: Provide material, labor, and equipment dig for leaky water pipe at the Math building. Pipe leak interfered with completion of original scope. Additional work and cost will be needed to repair the leak.

Change Order Cost: \$1,251.60

5. Change Event 5:
 Description: Provide material, labor, and equipment to move Call for Assistance phones and provide concrete pad. Pones were located under canopy and concrete pad was necessary to provide accessible path not in the dirt.

Change Order Cost: \$12,888.67

6. Change Order 6:
 Description: Provide material, labor, and equipment to extend and connect new irrigation main line per Bulletin 13. Design clarification.

Change Order Cost: \$9,144.34

Total Change Order 6 Amount	\$174,918.49
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Contractor: Minco Construction	<u>Amount:</u>
Original Contract Amount	\$10,177,700.00
Net change by previous Change Orders (5)	(\$807,701.01)
Net sum prior to this Change Order	\$9,369,998.99
Amount of Change Order No. 6	\$174,918.49
New Contract Sum	\$9,544,917.48
Percentage of Change to contract, to Date	-6.22% %

Adjustment to Contract Time:	
Original Completion Date Amount	November 30, 2013
Adj Approved Previous Change Orders	0
Completion Date Prior to this Change Order	November 30, 2013
Adj Approved This Change Order (# days)	0
New Completion Date	November 30, 2013

2. Pinner Construction Co., Inc. - Change Order #10 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:

Pinner Construction Change Order #10 – Central Plant/Stadium Lighting

Contractor provided the following:

1. Change Order 1:

Description: Provide all material, labor and equipment cut hole in Central Plant Gates (three gates) per Bulletin 13. District needed a way to be able to open the gate from both sides for emergency access.

Change Order Cost: \$2,078.18

2. Change Order 2:

Description: Provide credit for not installing concrete work indicated on Drawing C4.7.

Change Order Cost: <\$363.26>

3. Change Order 3:

Description: Provide all material, labor and equipment to repair the electrical subpanel feeding the Athletic Field sign. Per District’s request, power failure was investigated and it was determined that the 50 amp breaker failed to perform causing small breaker fire. Electrical panel and breaker need to be replaced.

Change Order Cost: \$2,600.29

4. Change Order 4:

Description: Provide all material, labor and equipment to remove/reroute encasements in Segment 5. Unforeseen buried concrete.

Change Order Cost: \$451.96

Total Change Order 10 Amount	\$4,767.17
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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 (9)	(\$96,464.33)
Net sum prior to this Change Order	\$10,001,919.39
Amount of Change Order No. 10	\$4,767.17
New Contract Sum	\$10,006,686.56
Percentage of Change to contract, to Date	.02%

Adjustment to Contract Time:

Original Completion Date Amount	October 3, 2013
Adj Approved Previous Change Orders	7
Completion Date Prior to this Change Order	December 12, 2013
Adj Approved This Change Order (# days)	0
New Completion Date	December 12, 2013

3. **Pinner Construction Co., Inc. - Change Order #12 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:

5. Change Order 8:

Description: Provide all materials, labor, and equipment to modify speed humps. Per District's concern for safety, speed humps needed to be shorted in length.

Change Order Cost: \$3,808.94

6. Change Order 9:

Description: Provide credit to not remove flag poles as stated in contract documents. District decided to keep flag poles.

Change Order Cost: <\$10,000.00>

7. Change Order 10:

Description: Provide credit for deleted catch basin in Segment 7 per RFI 091. Not needed.

Change Order Cost: <\$2,957.78>

8. Change Order 11:

Description: Provide all materials, labor and equipment to install sidewalk on south side of the Math Science road. Not on drawings.

Change Order Cost: \$20,485.38

9. Change Order 12:

Description: Provide all materials, labor and equipment to remove existing landscaping at Artesia entrance before installing new landscaping. Reference RFI 096. Not on drawings.

Change Order Cost: \$3,519.69

10. Change Order 13:

Description: Provide all material, labor and equipment to pothole around Math building for the broken chilled water line. Leaking.

Change Order Cost: \$1,092.82

11. Change Order 14:

Description: Provide all material, labor and equipment to remove existing leaky water valve and fire hydrant at sidewalk ramp in Segment 7. District request.

Change Order Cost: \$2,808.21

12. Change Order 15:

Description: Provide all material, labor and equipment route sidewalk around existing palm trees near Admin. Design clarification.

Change Order Cost: \$2,941.88

13. Change Order 16

Description: Provide all material, labor and equipment to install truncated domes in Segment 6 and 7 along Math Science road per RFI 107. Not on contract drawings.

Change Order Cost: \$23,198.21

14. Change Order 17

Description: Provide all material, labor and equipment to install sewer ejector control panel per RFI 104. Not on contract drawings.

Change Order Cost: \$6,789.84

15. Change Order 18

Description: Provide all material, labor and equipment to install wheel at Greenleaf gate to make operations. Not on contract drawings.

Change Order Cost: \$1,461.48

16. Change Order 19

Description: Provide all material, labor and equipment to provide programming and licensing of all phones and cameras in both phases. Not in contract/design clarification.

Change Order Cost: \$15,807.36

17. Change Order 20

Description: Provide all material, labor and equipment to install concrete pad in electrical room at the Stadium bleachers. Existing electrical room had an asphalt floor; design clarification.

Change Order Cost: \$23,275.47

Total Change Order 12 Amount \$92,231.50

Contractor: Pinner Construction Co Inc.,	<u>Amount:</u>
Original Contract Amount	\$17,641,568.00
Net change by previous Change Orders (11)	\$1,390,434.98
Net sum prior to this Change Order	\$19,032,002.98
Amount of Change Order No. 12	\$92,231.50
New Contract Sum	\$19,124,234.48

Percentage of Change to contract, to Date 8.40%

Adjustment to Contract Time:

Original Completion Date Amount	October 3, 2013
Adj Approved Previous Change Orders	70
Completion Date Prior to this Change Order	December 12, 2013
Adj Approved This Change Order (# days)	
New Completion Date	December 12, 2013

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

4A. RESOLUTION #10-22-2013B – RESOLUTION TO IMPLEMENT AN INTERNAL REVENUE CODE (IRC) SECTION 125 FLEXIBLE FRINGE BENEFITS PLAN

It is recommended that the Special Trustee approve Resolution #10-22-2013B - To implement an Internal Revenue Code (IRC) Section 125 Flexible Fringe Benefits Plan.

COMPTON COMMUNITY COLLEGE DISTRICT
Resolution No. 10-22-2013B

Consider Adoption of the Resolution to Implement an
Internal Revenue Code (IRC) Section 125 Flexible Fringe Benefits Plan

WHEREAS, an Internal Revenue Code (IRC) Section 125 Flexible Fringe Benefits Plan allows employees to direct a part of their pay, on a pre-tax basis, into special accounts that can be used throughout the year for reimbursement of certain out-of-pocket medical, dental and/or dependent day care expenses; and

WHEREAS, the district has negotiated for the implementation of an IRC Section 125 Flexible Fringe Benefits Plan. The effective implementation date is January 1, 2014; and

WHEREAS, the Plan administrator will hold a group orientation and receive enrollment election forms October 14, 2013 – October 26, 2013.

NOW, THEREFORE, BE IT RESOLVED that the Plan will provide the opportunity for district employees to maximize their health care benefits with tax-sheltered funds or to select other insurance products, which would be beneficial according to the needs of a particular family.

BE IT FURTHER RESOLVED that the district shall implement an IRC Section 125 Flexible Fringe Benefits Plan. American Fidelity Assurance Company has been selected as the plan provider for this benefit.

PASSED AND ADOPTED by the following vote of the Special Trustee of the Compton Community College District, of Los Angeles County, State of California, this 22nd day of October 2013.

COMPTON COMMUNITY COLLEGE DISTRICT

Thomas E. Henry, Special Trustee Date

Keith Curry, Chief Executive Officer Date

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

XVIII. Discussion/Information Items

1. Office of the Special Trustee
 - A. Board of Trustees' 2014 Regularly Scheduled Meeting Dates
 - B. Special Trustee's Advisory Committee Application
 - C. Special Trustee's Advisory Committee Meeting Dates

2. Office of the CEO
 - A. Board of Trustees Presentations and Reports Schedule for 2013
 - B. Citizens' Oversight Committee Application
 - C. Citizens' Bond Oversight Committee Meeting Dates
 - D. Notice of Public Hearing Regarding the Application for Exemption from the Fifty Percent Law

3. Administrative Services
 - A. Annual Financial Status Report Form CCFS-311A
 - B. 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. BOARD OF TRUSTEES' 2014 REGULARLY SCHEDULED MEETING DATES

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

Tuesday, January 14, 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 18, 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	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 16, 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)

**BOARD MEETINGS WILL BE HELD IN THE DISTRICT BOARD ROOM AT
1111 E. ARTESIA BOULEVARD; COMPTON, CALIFORNIA 90221**

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

1B. SPECIAL TRUSTEE'S ADVISORY COMMITTEE APPLICATION

It is recommended the Special Trustee receives for information the Special Trustee's Advisory Committee Application.



COMPTON COMMUNITY COLLEGE DISTRICT SPECIAL TRUSTEE'S ADVISORY COMMITTEE

APPLICATION

The Special Trustee's Advisory Committee is the result of legislation (Assembly Bill 318 (2006), Chapter 50 of 2006). The authority to appoint an Advisory Committee is codified in Education Code Section 71093 (f)(5).

SPECIAL TRUSTEE'S ADVISORY COMMITTEE NOMINATION FORM

The Advisory Committee provides advice to the Special Trustee of the Compton Community College District. Membership on the committee will provide an opportunity to network with others within and outside the Compton Community College District community. The Committee will learn about issues affecting Compton Community College District, become familiar with a range of resources available to assist the District in addressing local and regional issues. The Committee will learn how resources will be used to do the most good for the District in sustaining fiscal stability, quality instruction, educational mission and ultimately accreditation.

QUALIFICATIONS FOR SPECIAL TRUSTEE'S ADVISORY COMMITTEE MEMBERSHIP

- This advisory committee may include residents of the communities served by the Compton Community College District.
- Any outside experts deemed appropriate by the Special Trustee

POTENTIAL APPLICANTS' INFORMATION SESSION

- Thursday, December 5, 2013; 5:00 p.m.
Compton Community College District Board Room
1111 E. Artesia Boulevard
Compton, California 90221

No member of the advisory committee shall receive any compensation or benefits for his or her services as a member of the advisory committee.



**COMPTON COMMUNITY COLLEGE DISTRICT
APPLICATION FOR APPOINTMENT TO THE
SPECIAL TRUSTEE'S ADVISORY COMMITTEE**

INSTRUCTIONS

Provide all information requested; use black ink; any attachments must be single-sided on 8.5" x 11" paper. If you will be representing an organization, you must include a letter from the organization recommending you as their representative.

IMPORTANT: Any letter(s) of recommendation must be made part of this application and submitted together. For further information, please call (310) 900-1600, ext. 2000. Please answer all questions and return completed application to:

Keith Curry, Chief Executive Officer
Compton Community College District
1111 E. Artesia Boulevard
Compton, California 90221

Deadline for Submission: December 13, 2013 – 4:30 p.m.

Applicant's Information:

Applicant Name: _____
Last
First
Middle

Home Address: _____
Street Address
City
State
Zip Code

Telephone: _____ Email: _____

Mailing Address (*if different from home address*):

Employer's Information:

Name of Employer: _____

Employer Address: _____
Street Address
City
State
Zip Code

Employer Telephone: _____ Employer Email: _____

Applicant Name: _____

BACKGROUND INFORMATION

You may also attach a resume reflecting experience, community activities or other qualifications not listed below that would be helpful in evaluating your application.

Have you previously served on an advisory committee? Yes ____ No ____

If yes, please explain: _____

Please state the reasons you would like to be a member of this advisory committee. _____

Do you or an immediate family member have any relationship (professional, financial, other) that may represent a potential conflict of interest for this advisory committee? Yes ____ No ____

If yes, please explain: _____

What do you feel are the issues most greatly affecting college students in your area?

Applicant Name: _____

BACKGROUND INFORMATION (continued)

Are there particular perspectives that you would contribute as a member of the Special Trustee’s Advisory Committee?

Indicate experiences or factors (*up to three*) that you believe have prepared you for service on the Advisory Committee:

1. _____

2. _____

3. _____

Education Institutions (*limit to three*); Degree (*if applicable*); Field of Study

1. _____
2. _____
3. _____



COMPTON COMMUNITY COLLEGE DISTRICT SPECIAL TRUSTEE'S ADVISORY COMMITTEE

I. Role of the Special Trustee Advisory Committee:

- A. The Special Trustee Advisory Committee of the Compton Community College District is organized exclusively to advise the Special Trustee with respect to the management of the Compton Community College District.
- B. To carry out its role, the Special Trustee Advisory Committee may:
 1. Receive copies of audits, reports, surveys and similar materials, or summaries of such documents;
 2. Examine existing and proposed District policies in order to provide the Special Trustee with comments about the desirability and effectiveness from a community perspective;
 3. Engage in study sessions, workshops and similar activities to learn about policy matters affecting California Community Colleges in general and the Compton Community College District in particular; and
 4. With the assent of, and in conjunction with the Special Trustee and elected Board of Trustees, sponsor activities or events aimed at enhancing community awareness of and support for the District and the El Camino College Compton Center.

II. Members:

- A. The Special Trustee Advisory Committee shall consist of at least seven members appointed by the Special Trustee of the Compton Community College District;
- B. The membership may include residents of the communities served by Compton Community College District and any other outside experts deemed appropriate by the Special Trustee.
- C. Four of the members may be residents of the Compton Community College District.
- D. One member may be a current or former community college educator.
- E. One member may be enrolled as a student at the El Camino College Compton Center and active in the associated students' organization or another bona fide student group.

III. Length of Membership and Removal from Membership

- A. Members of the Special Trustee Advisory Committee shall serve for an initial term of two years. At the conclusion of two years, members may be reappointed for a one year term. There is no limit on the number of one-year reappointments.
- B. Members serve at the pleasure of the Special Trustee and may be removed at any time at the sole discretion of the Special Trustee, including failure to attend two consecutive Special Trustee Advisory Committee meetings without reasonable excuse. Upon a member's removal, his or her seat shall be declared vacant.

IV. Officers and Meetings:

- A. The Special Trustee Advisory Committee shall elect its own Chairperson. The Chairperson shall preside at all meetings and, in consultation with the CEO and Special Trustee, develop the agenda for each of the meetings.
- B. The Special Trustee Advisory Committee may elect a Vice Chairperson.
- C. The Special Trustee Advisory Committee shall meet at least quarterly, but it may meet more often if additional meetings are deemed advisable by the Special Trustee.
- D. A quorum of the Special Trustee Advisory Committee shall consist of any four members. Or majority of the full membership if the membership is greater than 7.
- E. All meetings of the Special Trustee Advisory Committee shall be open to the public.
- F. Minutes of the proceedings of the Special Trustee Advisory Committee and all documents received and reports issued shall be a matter of public record. The Special Trustee Advisory Committee shall ensure that the public has appropriate access to those materials.

V. Miscellaneous Provisions:

- A. The Special Trustee Advisory Committee is an Advisory Committee to the Special Trustee. It is not a legal entity separate from the Compton Community College District, and does not have any legal capacity independent of the District.
- B. Information provided by the Special Trustee or the District's staff to one member of the Special Trustee Advisory Committee shall be provided to all members of the Special Trustee Advisory Committee in accordance with the directions of the Special Trustee or his/her designee.
- C. No individual member shall have the authority to act or speak for the Special Trustee Advisory Committee or proceed in any other manner, unless the CEO and special Trustee along with the Special Trustee Advisory Committee has, by majority vote, given the member express authority to do so. Each member, however, retains the right to communicate with the Special Trustee as an individual.
- D. The Compton Community College District has a duty to defend and indemnify volunteers acting within the course and scope of their volunteer duties. In the event of litigation naming the Special Trustee Advisory Committee or its individual members, the District shall provide counsel for its individual members, with the qualification that the District may decline to defend and indemnify any member if his/her alleged wrongful actions were not within the course and scope of his/her duties as a member, or were the result of fraud, malice or actual corruption.

1C. SPECIAL TRUSTEE'S ADVISORY COMMITTEE MEETING DATES FOR 2013

It is recommended that the Special Trustee receives for information the Special Trustee's Advisory Committee meeting dates and times. All committee meetings will be held in the District Board Room at 6:30 p.m.

Monday, December 16, 2013

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 2013

It is recommended that the Special Trustee receives for information the Board Presentations and Reports Schedule 2013.

Board of Trustees Presentations and Reports Schedule for 2013

MONTH	PRESENTATION	REPORT
January 2013	Facilities Projects	
February 2013	2011-2012 CCCD Financial Audit Report 2011-2012 Measure CC General Obligation Bond Audit Report	2012-2013 Budget Update FTES Compton Center 2012 Annual Fact Book
March 2013		Quarterly Fiscal Status Report
April 2013	El Camino College Compton Center Student Success Scorecard 2013-2014 Budget Assumptions	
May 2013	2013-2014 Budget Workshop Student Learning Outcomes	Notice of Public Hearing
June 2013	2013-2014 Tentative Budget	2013-2014 Tentative Budget Quarterly Fiscal Status Report
July 2013	Facilities Projects	
August 2013		Notice of Public Hearing FTES Compton Center
September 2013	2013-2014 District Budget Community Survey	Quarterly Fiscal Status Report Budget Adoption
October 2013	FCMAT	Faculty/Staff Professional Development
November 2013	Measure CC Bond Oversight Committee Annual Report 2011-2012 First Year Experience Program	Accreditation Update
December 2013	Financial Aid Special Trustee's Advisory Committee	Quarterly Fiscal Status Report FTES Compton Center

Revised: 11.06.2013

2B. CITIZENS' BOND OVERSIGHT COMMITTEE APPLICATION

It is recommended the Special Trustee receives for information the Citizens' Bond Oversight Committee Application.



COMPTON COMMUNITY COLLEGE DISTRICT CITIZENS' BOND OVERSIGHT COMMITTEE

APPLICATION

The purposes of the Committee are set forth in Proposition 39, and these Bylaws are specifically made subject to the applicable provisions of Proposition 39 as to the duties and rights of the Committee. The Committee shall be deemed to be subject to the *Ralph M. Brown Public Meetings Act* of the State of California and shall conduct its meetings in accordance with the provisions thereof. The District shall provide necessary administrative support to the Committee as shall be consistent with the Committee's purposes, as set forth in Proposition 39.

CITIZENS' BOND OVERSIGHT COMMITTEE NOMINATION FORM

The committee shall inform the public concerning the district's expenditure of bond proceeds. In fulfilling this duty, all official communications to either the board or the public shall come from the chair acting on behalf of the committee. The chair shall only release information that reflects the majority view of the committee.

The committee shall review expenditure reports produced by the district to ensure that (a) bond proceeds were expended only for the purposes set forth in the measure cc; and (b) no bond proceeds were used for any teacher or administrative salaries or other operating expenses, in accordance with attorney general opinion 04-110 issued on November 9, 2004.

The committee shall present to the board, in public session, an annual written report.

QUALIFICATIONS FOR CITIZENS' BOND OVERSIGHT COMMITTEE MEMBERSHIP

- To be a qualified person, he or she must be at least 18 years of age.
- The Committee may not include any employee, official of the District or any vendor, contractor or consultant of the District.

POTENTIAL APPLICANTS' INFORMATION SESSION:

- **Tuesday, December 3, 2013; 5:00 p.m.**
Compton Community College District Board Room
1111 E. Artesia Boulevard
Compton, California 90221

Instructions

Please provide all information requested. Use black ink. Any attachments must be single-sided on 8.5" x 11" paper.

Important: Any letters of support or recommendation must be made a part of this application and submitted together with the application form.

APPLICANT'S INFORMATION

Applicant Name: _____

Permanent Address: _____

Telephone: [Daytime] _____ [Evening] _____

Email Address: _____

Mailing Address (if different from above) _____

Under which category of membership does the applicant meet the qualifications for membership?

- A member active in a business organization representing the business community located within the district;
- A member who is a resident of the district and active in a senior citizen's organization;
- A member who is a resident of the district and active in a bona fide taxpayer's organization;
- A member enrolled as a student at the El Camino College Compton Community Educational Center and active in a campus group; and
- A member active in an organization supporting the district, such as the foundation.

APPLICANT'S NAME: _____

Employment

Employer: _____

Employer's Address: _____

Employer's Telephone Number: _____

Other Information

You may also attach a resume reflecting your experience, community activities or other qualifications not listed below that would be helpful in evaluating your application.

Have you served on an advisory committee before? Yes___ No___

If yes, please explain: _____

Please explain why you would like to be a member of the Bond Oversight Committee:

Do you or an immediate family member have any relationship (professional, financial or other) that might create a potential conflict of interest for you if you were to serve as a member of the Bond Oversight Committee? Yes ___ No ___

If yes, please explain:

APPLICANT'S NAME: _____

What particular talent or perspective, if any, would you bring to your service as a member?

Please list any experience or other relevant factors (up to three) that you believe prepare you for service on the Bond Oversight Committee:

1. _____

2. _____

3. _____

Educational Institutions Attended

Degree (if applicable)

Field of Study

1. _____

2. _____

3. _____

Return this application to:
Keith Curry
Chief Executive Officer
Compton Community College District
1111 E. Artesia Blvd.
Compton, CA 90221

DEADLINE FOR SUBMISSION: DECEMBER 13, 2013 – 4:30 P.M.



COMPTON COMMUNITY COLLEGE DISTRICT
APPLICATION FOR APPOINTMENT TO THE
CITIZENS' BOND OVERSIGHT COMMITTEE

**CITIZENS' BOND OVERSIGHT COMMITTEE
AMENDED AND RESTATED BYLAWS**

Section 6. Committee Established. The Compton Community College District (the "District") was successful at the election conducted on November 5, 2002 (the "Election"), in obtaining authorization from the District's voters to issue up to \$100,000,000 aggregate principal amount of the District's general obligation bonds ("Measure CC"). The election was conducted under Proposition 39, being chaptered as the Strict Accountability in Local School Construction Bonds Act of 2000, at Section 15264 *et seq.* of the Education Code of the State ("Prop 39"). Pursuant to Section 15278 of the Education Code, the District is obligated to establish the Committee in order to satisfy the accountability requirements of Prop 39. The State Special Trustee (the "Board") hereby establishes the Citizens' Bond Oversight Committee (the "Committee") which shall have the duties and rights set forth in these Bylaws. The Committee does not have independent legal capacity from the District.

Section 7. Purposes. The purposes of the Committee are set forth in Prop 39, and these Bylaws are specifically made subject to the applicable provisions of Prop 39 as to the duties and rights of the Committee. The Committee shall be deemed to be subject to the *Ralph M. Brown Public Meetings Act* of the State of California and shall conduct its meetings in accordance with the provisions thereof. The District shall provide necessary administrative support to the Committee as shall be consistent with the Committee's purposes, as set forth in Prop 39.

The proceeds of general obligation bonds issued pursuant to the Election are hereinafter referred to as "bond proceeds." The Committee shall confine itself specifically to bond proceeds generated under Measure CC. Regular and deferred maintenance projects and all monies generated under other sources shall fall outside the scope of the Committee's review.

Section 8. Duties. To carry out its stated purposes, the Committee shall perform the duties set forth in Section 3.1, 3.2 and 3.3 and shall refrain from those activities set forth in Sections 3.4 and 3.5:

8.1 **Inform the Public.** The committee shall inform the public concerning the district's expenditure of bond proceeds. In fulfilling this duty, all official communications to either the board or the public shall come from the chair acting on behalf of the committee. The chair shall only release information that reflects the majority view of the committee

8.2 **Review Expenditures.** The committee shall review expenditure reports produced by the district to ensure that (a) bond proceeds were expended only for the purposes set forth in the measure cc; and (b) no bond proceeds were used for any teacher or administrative salaries or other operating expenses, in accordance with attorney general opinion 04-110 issued on November 9, 2004.

8.3 **Annual Report.** The committee shall present to the board, in public session, an annual written report which shall include the following:

- (a) A statement indicating whether the District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution; and
- (b) A summary of the Committee's proceedings and activities for the preceding year.

8.4 Duties of the Board/Chief Executive Officer. Either the Board or the Chief Executive Officer, as the Board shall determine, shall have the following powers reserved to it, and the committee shall have no jurisdiction over the following types of activities:

- (i) Approval of projects funded with Measure CC.
- (ii) Approval of contracts
- (iii) Approval of change orders
- (iv) Appropriation of bond funds
- (v) Handling of all legal matters
- (vi) Approval of bond project plans and schedules
- (vii) Approval of Deferred Maintenance Plan
- (viii) Approval of the sale of bonds

8.5 Measure CC Projects Only. In recognition of the fact that the Committee is charged with overseeing the expenditure of bond proceeds, the Board has not charged the Committee with responsibility for:

(a) Projects financed through the State of California, developer fees, redevelopment tax increment, certificates of participation, lease/revenue bonds, the general fund or the sale of surplus property without bond proceeds shall be outside the authority of the Committee.

(b) The establishment of priorities and order of implementation for the bond projects, which shall be made by the Board in its sole discretion.

(c) The selection of architects, engineers, soils engineers, construction managers, project managers, CEQA consultants and such other professional service firms as are required to complete the project based on District criteria established by the Board in its sole discretion.

(d) The approval of the design for each project including exterior materials, paint color, interior finishes, site plan and construction methods (modular vs. permanent) by the Board in its sole discretion.

(e) The selection of independent audit firm(s), performance audit consultants and such other consultants as are necessary to support the activities of the Committee.

(f) The approval of an annual budget for the Committee that is sufficient to carry out the activities set forth in Prop 39 and included herein.

(g) The appointment or reappointment of qualified applicants to serve on the Committee, subject to legal limitations, and based on criteria adopted in the Board's sole discretion as part of carrying out its function under Prop 39.

Section 9. Authorized Activities

9.1 In order to perform the duties set forth in section 3.0, the committee may engage in the following authorized activities:

(a) Receive and review copies of the District's annual independent performance audit and annual independent financial audit, required by Article XIII A of the California Constitution.

(b) Inspect college facilities and grounds for which bond proceeds have been or will be expended, in accordance with any access procedure established by the District's Chief Executive Officer.

(c) Review copies of deferred (scheduled) maintenance proposals or plans developed by the District.

(d) Review efforts by the District to maximize bond proceeds by implementing various cost-saving measures.

Section 10. Membership

10.1 Number

The Committee shall consist of at least seven (7) members appointed by the Board from a list of candidates submitting written applications, and based on criteria established by Prop 39, to wit:

- One (1) student enrolled and active in a community college support group, such as student government.
- One (1) member active in a business organization representing the business community located in the District.
- One (1) member active in a senior citizen's organization.
- One (1) member active in a bona-fide taxpayers association.
- One (1) member active in a support organization for the college, such as a foundation.
- Two (2) members of the community at-large appointed by the Board.

10.2 Qualification Standards.

(a) To be a qualified person, he or she must be at least 18 years of age.

(b) The Committee may not include any employee, official of the District or any vendor, contractor or consultant of the District.

10.3 Ethics: Conflicts Of Interest. Members of the Committee, are not subject to Articles 4 (commencing with Section 1090) and 4.7 (commencing with Section 1125) of Division 4 of Title 1 of the Government Code and the Political Reform Act (Gov. Code §§ 81000 et seq.), and are not required to complete the Form 700. However, each member shall comply with the Committee Ethics Policy attached as "Attachment A" to these Amended and Restated Bylaws.

10.4 Term. Except as otherwise provided herein, each member shall serve a term of two (2) years, commencing as of the date of appointment by the Board. No member may serve more than two (2) consecutive terms. At the Committee's first meeting, members will draw lots or otherwise select a minimum of two members to serve for an initial one (1) year term and the remaining members for an initial two (2) year term. Members whose term has expired may continue to serve on the Committee until a successor has been appointed.

10.5 Appointment. Members of the Committee shall be appointed by the Board through the following process: (a) appropriate local groups will be solicited for applications; (b) the chief executive officer or his or her designee will review the applications; and (c) the chief executive officer or his or her designee will make recommendations to the board.

10.6 Removal: Vacancy. The board may remove any committee member for any reason, including failure to attend two consecutive committee meetings without reasonable excuse or for failure to comply with the committee ethics policy. Upon a member's removal, his or her seat shall be declared vacant. The board, in accordance with the established appointment process shall fill any vacancies on the committee. Vacancies shall be sought to be filled within 180 days of a vacancy. Members whose terms have expired may continue to serve on the committee until their successor has been appointed.

10.7 Compensation. The Committee members shall not be compensated for their services.

10.8 Authority of Members. (a) Committee members shall not have the authority to direct staff of the District, (b) individual members of the Committee retain the right to address the Board, as an individual, and (c) Committee and its members shall have the right to request and receive copies of reports and records relating to Measure CC projects which have been prepared for the Board and which have become a public record.

Section 11. Meetings of the Committee.

11.1 Regular Meetings. The committee shall meet at least once a year including an annual organizational meeting, but no more frequently than quarterly.

11.2 Location. All meetings shall be held within the jurisdiction of the Compton Community College District.

11.3 Procedures. All meetings shall be open to the public in accordance with the *Ralph M. Brown Act*, Government Code Section 54950 *et seq.* Meetings shall be conducted according to such additional procedural rules as the committee may adopt. A majority of the number of Committee members shall constitute a quorum for the transaction of any business of the Committee.

Section 12. District Support

12.1 The District shall provide to the Committee necessary technical and administrative assistance as follows:

(a) Preparation of and posting of public notices as required by the *Brown Act*, ensuring that all notices to the public are provided in the same manner as notices regarding meetings of the District Board;

(b) Provision of a meeting room, including any necessary audio/visual equipment;

(c) Preparation and copies of any documentary meeting materials, such as agendas and reports; and

(d) Retention of all Committee records, and providing public access to such records on an Internet website maintained by the District.

12.2 District staff and/or District consultants shall attend Committee proceedings in order to report on the status of projects and the expenditures of bond proceeds.

Section 13. Reports. In addition to the Annual Report required in Section 3.3, the Committee may report to the Board from time to time in order to advise the Board on the activities of the Committee. Such report shall be in writing and shall summarize the proceedings and activities conducted by the Committee.

Section 14. Officers. The Board, upon the recommendation of the Chief Executive Officer shall appoint the initial Chair of the Committee. Thereafter the Committee shall elect the Chair and a vice-chair who shall act as chair only when the chair is absent. No person shall serve as chair for more than two consecutive one-year terms.

Section 15. Amendment of Bylaws. Any amendment to these Bylaws shall be approved by the Board.

Section 16. Termination. The Committee shall automatically terminate and disband concurrently with the Committee's submission of its final Annual Report which reflects the final accounting of the expenditure of all Measure CC monies.

CITIZENS' BOND OVERSIGHT COMMITTEE ETHICS POLICY STATEMENT

This Ethics Policy Statement provides general guidelines for Committee members to follow in carrying out their roles. Not all ethical issues that Committee members face are covered in this Statement. However, this Statement captures some of the critical areas that help define ethical and professional conduct for Committee members. The provisions of this Statement were developed from existing laws, rules, policies and procedures as well as from concepts that define generally accepted good business practices. Committee members are expected to strictly adhere to the provisions of this Ethics Policy.

POLICY

- **CONFLICT OF INTEREST.** A Committee member shall not make or influence a District decision related to: (1) any contract funded by bond proceeds or (2) any construction project which will benefit the Committee member's outside employment, business, or a personal finance or benefit an immediate family member, such as a spouse, child or parent.

- **OUTSIDE EMPLOYMENT.** A Committee member shall not use his or her authority over a particular matter to negotiate future employment with any person or organization that relates to: (1) any contract funded by bond proceeds, or (2) any construction project. A Committee member shall not make or influence a District decision related to any construction project involving the interest of a person with whom the member has an agreement concerning current or future employment, or remuneration of any kind. For a period of two (2) years after leaving the Committee, a former Committee member may not represent any person or organization for compensation in connection with any matter pending before the District that, as a Committee member, he or she participated in personally and substantially. Specifically, for a period of two (2) years after leaving the Committee, a former Committee member and the companies and businesses for which the member works shall be prohibited from contracting with the District with respect to: (1) bidding on projects funded by the bond proceeds; and (2) any construction project.

- **COMMITMENT TO UPHOLD LAW.** A Committee member shall uphold the federal and California Constitutions, the laws and regulations of the United States and the State of California (particularly the Education Code) and all other applicable government entities, and the policies, procedures, rules and regulations of the Compton Community College District;

- **COMMITMENT TO DISTRICT.** A Committee member shall place the interests of the District above any personal or business interest of the member.

2C. CITIZENS' OVERSIGHT COMMITTEE MEETING DATES

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

February 27, 2014 @ 5:00 p.m.

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

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

2D. NOTICE OF PUBLIC HEARING REGARDING THE APPLICATION FOR EXEMPTION FROM THE FIFTY PERCENT LAW

It is recommended the Special Trustee hold a Public Hearing regarding the Compton Community College District Application for Exemption from the Fifty Percent Law for 2012-2013 fiscal year.

The hearing will be held on Tuesday, December 17, 2013 at 5:00 p.m. in the Compton Community College District Boardroom.

BACKGROUND:

In accordance with fiscal year 2012-2013, closing financials indicate that the district was not in compliance with the Fifty Percent Law. The current expense of education for 2012-2013 was \$24,126,958.

The amount required to expend for salaries of classroom instructors was \$12,063,479. The amount actually expended for salaries of classroom instructors in 2012-2013 fiscal years was \$11,564,347. The amount designated as the apparent deficiency and for which exemption is requested is \$499,132.

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

3A. ANNUAL FINANCIAL STATUS REPORT – FORM CCFS – 311A

It is recommended that the Board of Trustees receives the following Compton Community College District Annual Financial Status Report – Form CCFS-311A for October 10, 2013.

AB 2910, Chapter 1486, Statutes of 1986, required that California Community College District’s report on their financial condition.

DESCRIPTION: Financial Report for Fiscal Year 2012-2013
Budget Report for Fiscal Year 2013-2014

The Compton Community College District’s Annual Financial Status Report form CCFS – 311A is available at: <http://www.district.compton.edu/administration/businessadmin/financialdocs.asp>

3B. 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 PERIOD 4 - October 31, 2013

CATEGORY	BUDGET	EXPENDED	BALANCE
Unassigned- 00000	\$ 1,515,435	\$ -	\$ 1,515,435
Learning Resource Center- 02130	370,000	\$ 495,764.89	(125,765)
Master Planning (HMC)- 02230	158,000	\$ 1,096.88	156,903
Utilities Master Plan (S&K)- 02280	723,460	\$ 192,645.81	530,814
Allied Health Building *- 02510	1,800,000	\$ 1,834.88	1,798,165
MIS Building Renovation Phase 1- 02580	891,215	\$ -	891,215
Program Support (Vanir)- 03160	210,000	\$ -	210,000
Campus Wide Improvement (BDG)- 03200	353,750	\$ 18,433.95	335,316
Infrastructure Phase 1 *;**- 05030	11,490,000	\$ 4,001,546.94	7,488,453
Music- 05180	1,200,000	\$ 2,346.25	1,197,654
Infrastructure Phase 2*- 05340	5,000,000	\$ 1,078,082.65	3,921,917
	\$ 23,711,860	\$ 5,791,752	\$ 17,920,108

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

** All costs expended to date will be replenished by State Capital Outlay funds once reimbursement by the State